

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF COUNCIL
NOVEMBER 4, 2019 @ 2:00 P.M.
CLOSED MEETING SESSION @ 12:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

CALLING TO ORDER – Mayor Lennox

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the November 4, 2019 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION

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

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

Recommendation:

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

1. REPORTS

- a) Wellington North Power purchase
- b) CAO 2019-007 320 King St. E, Mount Forest disposition
- c) CAO Personal matter verbal report
- d) HR 2019-005 Proposed CUPE Agreement
- e) CLK 2019-034 Business Licensing Textile Waste Diversion

2. REVIEW OF COSED SESSION MINUTES

- October 7, 2019

3. RISE AND REPORT FROM CLOSED MEETING SESSION

Recommendation:

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

THAT the Council of the Corporation of the Township of Wellington North receive for information correspondence from Wellington North Power, dated October 29, 2019, regarding an acquisition;

AND FURTHER THAT Council approve the confidential direction to staff.

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2019-007 being a report regarding 320 King Street East, Mount Forest building and property;

AND FURTHER THAT Council approve the confidential direction to staff.

THAT the Council of the Corporation of the Township of Wellington North receive for information the verbal report of the Chief Administrative Officer on a personal matter.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report HR 2019-005 being a report on the proposed CUPE Agreement;

AND FURTHER THAT Council approve the confidential direction to staff.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2019-034 being a report on Business Licensing Textile Waste Diversion.

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the October 7, 2019 Council meeting.

O ' CANADA

COUNTY COUNCIL UPDATE

Campbell Cork, Councillor, Wellington County Ward 3

PRESENTATIONS

- | | | |
|----|--|-----|
| a. | Christine Oldfield, Executive Director, The People and Information Network | 001 |
| | • PIN Volunteer Initiative | |
| b. | Sarah Wilhelm, Manager of Policy Planning, County of Wellington | 010 |
| | • County Official Plan Review – Process and Key Phases | |
| c. | Kyle Davis, Wellington Risk Management Official | 019 |
| | • Notice of Pre-Consultation – Draft Updated Grand River Source Protection Plan (Draft Updated Assessment Report and Volume II Draft Updated Grand River Source Protection Plan available in office) | |

Recommendation:

THAT Township of Wellington North Council receive the Source Water Protection Report dated November 4, 2019 regarding Updates to the Wellington County Chapter of the Grand River Source Protection Plan and Assessment Report;

AND FURTHER THAT Council hereby supports the proposed updates to the Wellington County Chapter of the Grand River Source Protection Plan and Assessment Report as outlined in the pre-consultation notice dated October 7, 2019;

AND FURTHER THAT staff be directed to forward a copy of this resolution to the Grand River Source Protection Authority.

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 November 4, 2019 for the purpose of holding a Public Meeting under the Planning Act:

- Donald Haennel, Zoning By-law Amendment
- 861467 Ontario Inc., Zoning By-law Amendment

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the November 4, 2019 Regular Meeting of Council.

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETINGS

- 1. By-law Number 098-19 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North (East Part Lot 8, Concession 7, geographic Township of West Luther, 8352 Line 6 – Donald Haennel) 055

Recommendation:

THAT By-law Number 098-19 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. (East Part Lot 8, Concession 7, geographic Township of West Luther, 8352 Line 6 – Donald Haennel)

- 2. By-law Number 099-19 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North (Plan Crown Survey, Part Park Lots 1 and 2, S Macaulay St, RP61R-20566, Part 1, 510 Eliza Street, Arthur – 861467 Ontario Inc.) 059

Recommendation:

THAT By-law Number 099-19 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. (Plan Crown Survey, Part Park Lots 1 and 2, S Macaulay St, RP61R-20566, Part 1, 510 Eliza Street, Arthur – 861467 Ontario Inc.)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- Public Meeting, October 21, 2019 062
- Regular Meeting of Council, October 21, 2019 067

Recommendation:

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on October 21, 2019 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

OPEN FORUM

- ATV's to be permitted on Wellington North roads

ITEMS FOR CONSIDERATION

1. ADMINISTRATION

- a. Report CLK 2019-033 Being a Report on Wellington North Volunteer Strategy, working with the People and Information Network 072

Recommendation:

THAT Council of the Corporation of the Township of Wellington North receive Report CLK 2019-033 being a report on Wellington North Volunteer Strategy working with PIN;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into an agreement with The People and Information Network (PIN) for the purpose of completing a Volunteer Engagement Project.

- b. Report CLK 2019-034 Business Licensing Textile Waste Diversion 075

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive for information Report CLK 2019-034 being a report on Business Licensing Textile Waste Diversion.

2. PLANNING

- a. County of Wellington, Committee Report, prepared by Sarah Wilhelm, Manager of Policy Planning, dated September 12, 2019, regarding County Official Plan Review – Process and Key Phases 078

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the County of Wellington, Committee Report, prepared by Sarah Wilhelm, Manager of Policy Planning, dated September 12, 2019, regarding County Official Plan Review – Process and Key Phases.

- b. Frank Vanderloo, B.M. Ross and Associates Limited, correspondence dated October 24, 2019, regarding Eastridge Landing Subdivision (Arthur) -Phase II (Schmidt Drive lots south of Eastview Drive) Final Acceptance for Stage 4 and Release of Securities 083

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive correspondence dated October 24, 2019 from Frank Vanderloo, B.M. Ross and Associates Limited regarding Eastridge Landing Subdivision (Arthur) -Phase II (Schmidt Drive lots south of Eastview Drive) Final Acceptance for Stage 4 and Release of Securities;

AND FURTHER THAT, the Council of the Corporation of the Township of Wellington North grants 2073022 Ontario Inc. (James Coffey) a Certificate of Final Acceptance for Stage 4 of Phase II of the Eastridge Landing subdivision in the community of Arthur;

AND FURTHER THAT, the Council of the Corporation of the Township of Wellington North grants to 2073022 Ontario Inc. (James Coffey), for the Eastridge Landing Subdivision in the community of Arthur, a final release of all remaining Phase II securities, in the amount of \$54,466.00, less any outstanding accounts that may be owing related to Phase II of the Eastridge Landing Subdivision.

3. ECONOMIC DEVELOPMENT

- a. Report EDO 2019-028 Community Improvement Program 085

Recommendation:

THAT Council of the Corporation of Township of Wellington North receive Economic Development Officer report EDO 2019-028 being a report on the Community Improvement Program;

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

- \$1,198 grant for signage to The Bunker Sports Bar soon to be open at 392 Main Street North Unit 9 in Mount Forest,
- \$2,500 grant for improvements to the building at 257-265 Main Street South in Mount Forest location of the Knotty Pine & Moose Mountain
- \$1,213 grant for improvements to Epoch's Garage at 9128 Highway 6 in Kenilworth

AND FURTHER THAT Council approve the following funding under the Downtown Revitalization Blade Signage Grant Program:

- \$ 368 grant for Blade Signage to Be Sure Financial in Arthur

4. FINANCE

- a. Cheque Distribution Report, October 30, 2019 090

Recommendation:

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

- b. Report TR2019-016 being a report on the 2020 Ontario Municipal Partnership Fund (OMPF) Allocation

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive Report TR2019-016 being a report on the 2020 Ontario Municipal Partnership Fund (OMPF) Allocation

5. OPERATIONS

- a. Report RAC 2019-19 Investing In Canada Infrastructure (ICIP) Application 136

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report RAC 2019-019 being a report on the Investing in Canada Infrastructure Program (ICIP) Application be received;

AND FURTHER THAT Council support and direct staff to submit an application for the rehabilitation of the Arthur and Area Community Centre consistent with this report, a project which will result in improved functionality and accessibility at the community-owned facility;

AND FURTHER THAT Council agree to fund the Township's share of the project cost, as recommended by Township staff, if the application is successful.

- b. Report OPS 2019-023 being a report on the 2019 – 2020 MTO Connecting Link Program Application 152

Recommendation:

THAT the Council of the Township of Wellington North receive Report OPS 2019-023 being a report on the 2019-2020 MTO Connecting Link Program Application be received;

AND FURTHER THAT Council support and direct staff to submit an application to the MTO's Connecting Link Program for the resurfacing of Highway 6 (George/Smith Street), from the Conestoga River Bridge to Conestoga Street, in Arthur;

AND FURTHER THAT Council agree to fund the Township's portion of the project cost, as recommended by Township staff, as well as support the project schedule detailed within the application.

6. COUNCIL

- a. Saugeen Valley Conservation Authority, Press Release, dated October 24, 2019, Saugeen Conservation appoints interim General Manager/Secretary Treasurer 155

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the Saugeen Valley Conservation Authority, Press Release, dated October 24, 2019, Saugeen Conservation appoints interim General Manager/Secretary Treasurer.

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 November 4, 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

Councillor Yake (Ward 1):

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

Councillor Burke (Ward 2):

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

Councillor Hern (Ward 3):

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

Councillor McCabe (Ward 4):

- Recreation & Culture Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee

Mayor Lennox

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

BY-LAWS

- a. By-law Number 096-17 being a by-law to authorize a Tower Site Licence Agreement between The Corporation of the Township of Wellington North and Packet-Tel Corp. (Packet Works) 156
- b. By-law Number 097-19 being a by-law to authorize the sale of real property to OK Construction 162

- c. By-law Number 100-19 being a by-law to authorize an agreement between The Corporation of the Township of Wellington North and People Information Network (PIN)

Recommendation:

THAT By-law Number 096-19, 097-19 and 100-19 be read a First, Second and Third time and enacted.

CULTURAL MOMENT

- Celebrating the Arthur Cenotaph 180

CONFIRMING BY-LAW NUMBER 101-19

181

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of November 4, 2019 be adjourned at __:__.pm.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest BIA AGM	November 5, 2019	7:30 a.m.
Live2Lead Leadership Program	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



pin

The People and
Information Network

 VOLUNTEER NETWORK

 COMMUNITY INFORMATION

 NONPROFIT LEADERSHIP

PINnetwork.ca

What is PIN?

We connect people, ideas and information to empower non-profit organizations and community members to grow and prosper together.

Volunteer Network

The Problem We are Trying to Solve

Many organizations rely on volunteers to achieve their missions yet the rate of volunteerism has gone down in the past 3 years.

Volunteer Network

We provide a hub
for volunteer
opportunities and
engagement



Community Information

The Problem We are Trying to Solve

People in need do not always know where to go and navigating the social service system is difficult

Community Information

We help people
navigate essential
community
services



Nonprofit Leadership

The Problem We are Trying to Solve

A vast majority of non-profits and charities are small, they have small budgets and few or no staff but are expected to provide for the growing needs of our community.

Nonprofit Leadership

We enable best practices and continuous learning for professionals in the non-profit sector



Let's Connect!

Christine Oldfield

(519) 822-0912

christine@PINnetwork.ca



County Official Plan Review

Process and Key Phases

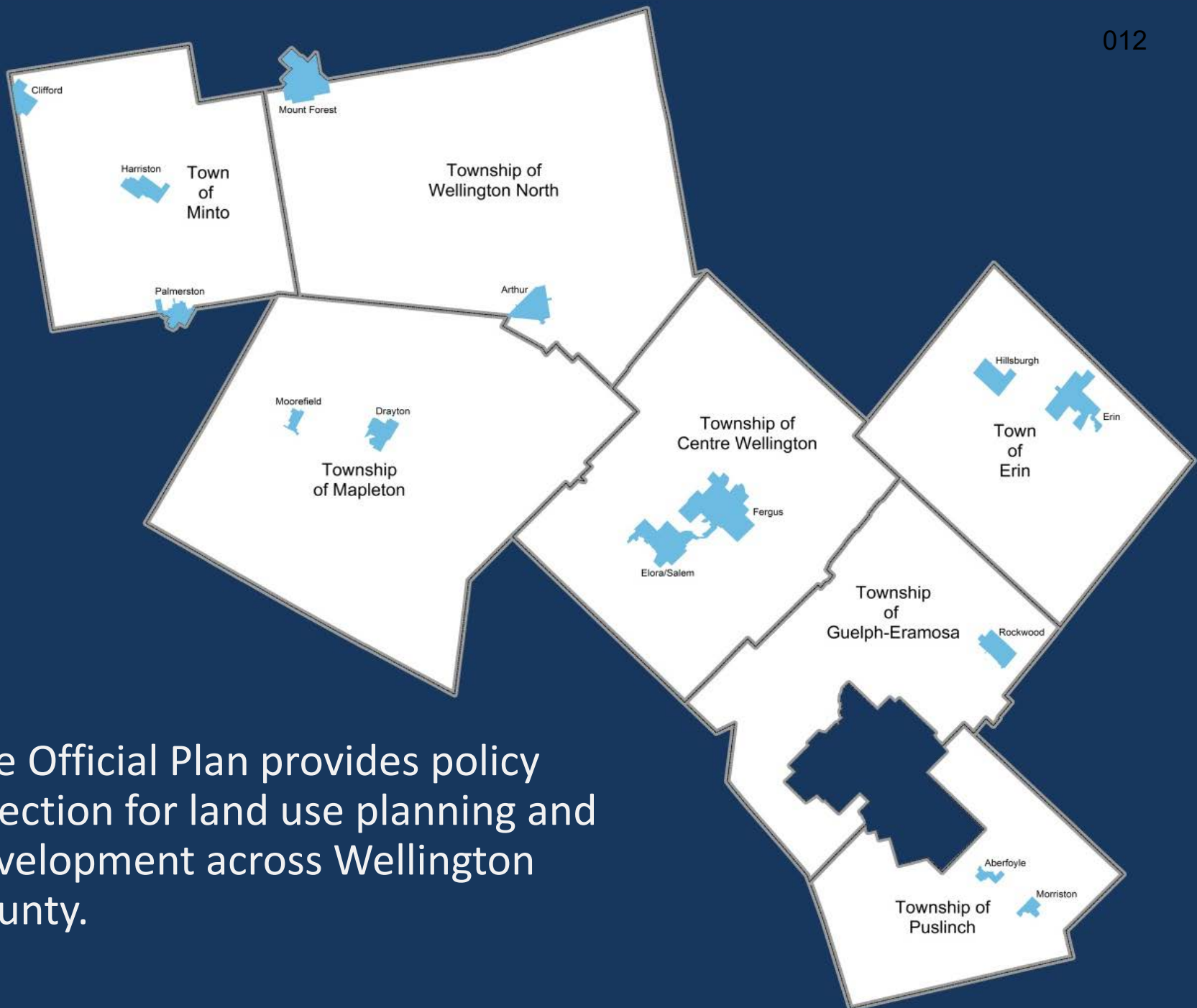
County of Wellington
Planning and Development Department

Council Presentation
Township of Wellington North
November 4, 2019

Why we are here....



- Provide overview of September 2019 County report
- Share information about the project
- Start collaborating early
- Listen to Council and take back questions, comments, suggestions for further consideration



The Official Plan provides policy direction for land use planning and development across Wellington County.

Keeping the Official Plan Current

5-year Review

Greenbelt Plan and
(non-MCR) Growth
Plan conformity

Matters of
provincial interest

PPS consistency

MCR

Growth Plan –
Municipal
Comprehensive
Review (MCR)
conformity

Standalone Reviews

May address policy
matters through
separate
amendments

Municipal Comprehensive Review (MCR)

MCR

Growth Plan - MCR conformity

Top priority

Required by provincial Growth Plan

Completion deadline of July 2022

Subject to provincial approval and is non-appealable

KEY COMPONENTS

- A hierarchy of settlement areas and of strategic growth areas within them, across the County
- Servicing
- Land needs assessment
- Strategies to address intensification, employment, housing, excess lands, climate change, Indigenous consultation, etc.
- Transportation
- Agricultural System and Natural Heritage System mapping and policy direction



5-year Review

5-year Review

Greenbelt Plan and
(non-MCR) Growth
Plan conformity

Matters of
provincial interest

PPS consistency

Planning Act requires municipalities to keep their official plans up to date every 5 years

County completed last 5-year review in 2014

Subject to provincial approval and is non-appealable

KEY COMPONENTS

- Greenbelt Plan, 2017
- Provincial Policy Statement, 2014 (currently under review)
- Significant amendments to the Planning Act through:
 - Bill 73, the Smart Growth for Our Communities Act, 2015
 - Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017
 - Bill 34, Green Energy Repeal Act, 2018
 - Bill 108, the More Homes, More Choice Act, 2019
- Updates to Source Water Protection Plans



Standalone Reviews

Standalone Reviews

May address policy matters through separate amendments

Not currently suggesting this approach, but it is an available option for some policy areas if needed

EXAMPLES OF POTENTIAL TOPICS

- Climate change
- Source protection plan updates
- Community improvement plans



Joint MCR and 5-year Review

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

* NOTE: County staff has commenced work to update employment and residential land inventory updates



How to contact us:

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Senior Policy Planner
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019

Plan to
Simply Explore.
www.simplyexplore.ca

TO: Mayor and Members of Council on November 4, 2019

FROM: Kyle Davis, Risk Management Official

SUBJECT: Updates to the Wellington County Chapter of the Grand River Source Protection Plan and Assessment Report.

RECOMMENDATION

THAT Township of Wellington North Council receive the Source Water Protection Report dated November 4, 2019 regarding Updates to the Wellington County Chapter of the Grand River Source Protection Plan and Assessment Report;

AND FURTHER THAT Council hereby supports the proposed updates to the Wellington County Chapter of the Grand River Source Protection Plan and Assessment Report as outlined in the pre-consultation notice dated October 7, 2019;

AND FURTHER THAT staff be directed to forward a copy of this resolution to the Grand River Source Protection Authority.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Source Protection Annual Report – March 11, 2019

BACKGROUND

The Township of Wellington North is subject to three Source Protection Plans (based on watershed or Conservation Authority boundaries): the Grand River Plan, the Saugeen Valley, Grey Sauble, Northern Bruce Peninsula Plan (Saugeen Valley Source Protection Plan) and the Ausable Bayfield Maitland Valley Plan (ABMV Plan). The Mount Forest wellfield is subject to the Saugeen Valley Source Protection Plan while the Arthur wellfield is subject to the Grand River Source Protection Plan. This report deals with proposed updates to the Grand River Source Protection Plan and therefore, these updates only affect the Arthur wellfield.

Following the Lake Erie Source Protection Committee meeting on October 3, 2019, the Grand River Source Protection Authority initiated pre-consultation with affected municipalities, provincial ministries and other implementing bodies on proposed changes to the Wellington County Chapters of the Grand River Source Protection Plan and Assessment Report. Attachment 1 provides the pre-consultation notice dated October 7, 2019 including draft, updated policy applicability maps for Wellington County and proposed policy changes. Attachment 2 provides the draft Assessment Report and draft Source Protection Plan chapters.

The proposed changes are a locally initiated amendment (initiated by the Source Protection Authority / Source Protection Committee and the municipalities) under Section 34 of the Clean Water Act. That Section of the Clean Water Act requires Council resolutions from affected municipalities prior to public consultation. A municipality may be considered “affected” if it is located within a geographic area related to the amendments, and / or the municipality is responsible for taking actions or otherwise implementing source protection policies related to the amendments. Seven of the eight Wellington County municipalities are considered affected by the proposed changes including the Township of Wellington North and the County of Wellington. Council resolutions will be required from all seven affected municipalities.

Public consultation on this amendment is scheduled for January 6th until February 19, 2019 depending on the receipt of Council resolutions. The Source Protection Committee may also decide to proceed with public consultation in advance of all Council resolutions being received.

DISCUSSION:

Two documents are being updated as part of the proposed changes: the Grand River Assessment Report and the Grand River Source Protection Plan. For reference, an Assessment Report describes the municipal wellfields and water systems and the science related to delineating wellhead protection areas while the Source Protection Plan outlines the legal requirements or policies that apply within the wellhead protection areas and other vulnerable areas.

Updates to the Wellington Chapter of the Grand River Assessment Report

The proposed revisions include mapping and text changes within the Wellington County Chapter (Chapter 6). The only revisions that apply to the Township of Wellington North are:

- Updates to the methodology, terminology and typographical error updates or corrections for all municipalities.

The majority of the revisions apply to the Townships of Guelph / Eramosa and Centre Wellington.

Updates to the Wellington Chapter of the Grand River Source Protection Plan

The proposed revisions include mapping and text changes within the Wellington County Chapter (Chapter 7). The full text of the proposed policy changes are provided in Attachment 1 and 2. The proposed policy changes were completed by Wellington Source Water Protection and County staff, in consultation with municipal and GRCA staff.

There are a large number of policy changes contained in this update, however, the majority do not, currently, apply to the Township of Wellington North. This is because the majority of the policy changes are related to chloride or road salt and are due to the new Chloride Issue Contributing Areas in Centre Wellington and Puslinch. An issue contributing area is delineated for municipal wells when a water quality parameter, such as chloride, is increasing over time in the well or exceeds provincial standards or objectives. This situation is not occurring, currently, in the Township of Wellington North.

Although, the chloride policies do not apply, currently, within the Township, it is possible the policies may apply in the future through changes to the Provincial thresholds related to road salt. Due to this possibility, the chloride policies are summarized below for Council's information. In addition to the policy changes related to road salt and the chloride ICAs, other policies were amended to address implementation challenges or changes to provincial guidance.

The policy revisions that currently apply to the Township include:

- Updates to policy text to align with policies from neighbouring Source Protection Regions to ensure consistency in implementation across the County. This includes edits to the Risk Management Official written direction policy that provides guidance on how planning and building applications are screened for review pursuant to the Clean Water Act. This policy WC-CW-1.3 is on page 4 of Attachment 1.
- Revisions to policies related to application and storage of manure, application and storage of fertilizer, livestock, and septic systems to remove reference to land being phased in under the Nutrient Management Act. This removes a policy gap and implementation challenge where the current policy only applied to portions of farms that were phased in. Note that agricultural policies only apply within vulnerability score 10 or within a Nitrate ICA and these areas are very limited for the Arthur wellfield. These policies start on page 7 of Attachment 1 with Policy WC-CW-4.2.
- Inclusion of a minimum 25 litre threshold to require risk management plans for Dense Non- Aqueous Phase Liquid (DNAPL) storage and handling (policies WC-CW-16.1 and 16.3). Currently, risk management plans are required for any quantity in industrial, institutional, commercial and agricultural land uses. This change was proposed to introduce consistency with other County Source Protection Plans (ABMV and Saugeen Plans) and to allow some flexibility for agricultural properties where quantities stored are similar to quantities stored for residential properties (ie for personal use). Currently, residential properties are managed through education policies and under this proposal, quantities under 25 litres, at the other referenced

land uses, would also be managed through education policies. These policies start on page 12 of Attachment 1 with Policy WC-CW-16.1.

At the October 3, 2019 Lake Erie Source Protection Committee, some members commented that the 25 litre threshold seemed high for locations within 100 metres of municipal wells or in high vulnerability scoring. In response to these comments, Wellington Source Water Protection and County staff are recommending retaining the requirement for any quantity of DNAPLs to require a risk management plan within 100 metres of municipal wells or within a vulnerability score of 10. It should be noted that there are no changes proposed to the current policy that prohibits future handling or storage of DNAPLs within 100 metres of a municipal well (WC-CW-16.2).

The remaining policy changes in this update do not currently apply to the Township. Since the policy changes, however, could apply to the Township in the future, a summary of the changes is provided below.

The proposed policies that currently don't apply to the Township include:

- Prohibitions for uncovered road salt storage in any quantity and covered road salt storage in quantities greater than 100 kilograms within 100 metres of municipal wells.
- Prohibition for large quantities of snow storage (typically greater than one hectare) within 100 metres of municipal wells.
- Requirement for risk management plans for road salt storage, road salt application and snow storage within the ICA. Properties must meet certain thresholds related to parking lot / hard surface area (greater than 200 square metres) and land use (residential use less than four units are exempt).
- Land use planning policies to encourage future development to be designed following best management practices for road salt storage, road salt application, snow storage and stormwater management to minimize sodium and chloride infiltration to groundwater.
- Inclusion of new definitions for stormwater management facility, salt application area, and salt.
- Addition of a new policy (WC-MC-3.8) to manage existing and new stormwater management facilities where chloride could leach into groundwater.
- Policies related to municipal road maintenance and design including updates to existing Salt Management Plans as required.
- Policies related to private well maintenance and decommissioning where poorly maintained wells may become a transport pathway for chloride to enter the groundwater.

- Education policies to encourage best management practices for road salt storage, road salt application and snow storage for all land uses including single family residential.
- Update to monitoring policy WC-MC-1.14 to include Well F1 in Fergus and Station Street Wells 1 and 2 in Guelph/Eramosa.
- Addition of a clarification in the current prohibition policy for new sewage treatment plants (policy WC-MC-3.4) to ensure existing plants are not affected.
- Update to contaminated sites policy WC-NB-1.18 to reduce the meeting frequency from six months to once every calendar year.
- Removal of Sodium and Chloride ICA from Education and Outreach policy for septic systems and holding tanks. This change is in response to changes to provincial requirements.
- Addition of Nitrate ICA to risk management plan or septic inspection policies related to application and storage of manure, application and storage of fertilizer, livestock, and septic systems to ensure consistency with Non-Agricultural Source Material (NASM) policies and policies in neighbouring source protection plans (CTC). Previously these activities were addressed through education and outreach policies.

If approved by the Province, the Assessment Report and Source Protection Plan changes would not be in legal effect until, at the earliest, Fall 2020. The Grand River Source Protection Plan outlines the timelines for meeting the new requirements (Policy WC-CW-1.1.2). The timelines vary, depending on the requirement, with most being multiple years from the effective date. Risk Management Plan implementation remains at the discretion of the Risk Management Official.

Next Steps

The purpose of this report is to provide Council the opportunity to review and consider the proposed changes to the Wellington County Chapters of the Grand River Source Protection Plan and Assessment Report and to provide comments. The proposed changes are based on common and best practice in other jurisdictions. In addition to comments received during the report's presentation, comments can be directed, through the Clerk, to the Township Risk Management Official, Kyle Davis. Although the pre-consultation notice indicates a date of November 12, 2019 for comments and November 29, 2019 for Council resolutions, GRCA staff have indicated that comments can be provided along with the Council resolutions. GRCA staff have also indicated that the November 29, 2019 date for Council resolutions is flexible and is only intended as a guide. The Lake Erie Source Protection Committee is scheduled to receive an update on these proposed changes on December 12, 2019 and to make a decision on whether to begin public consultation in January 2020. A resolution is attached to the report for Council's consideration.

Comments received from Council or staff are being compiled by Wellington Source Water Protection staff and will be forwarded to the Lake Erie Source Protection Committee as part of the formal pre-consultation period.

FINANCIAL CONSIDERATIONS

Current staff and financial resources. It should be noted, if there are changes to the Provincial thresholds related to road salt in the future, implementation costs will have to be re-evaluated then and may increase at that time.

STRATEGIC PLAN

Do the report's recommendations advance the Strategy's implementation?

Yes No N/A

Community Growth Plan
 Human Resource Plan
 Brand and Identity
 Strategic Partnerships

Community Service Review
 Corporate Communication Plan
 Positive Healthy Work Environment

PREPARED BY:	RECOMMENDED BY:
<i>Kyle Davis, RMB</i>	<i>Michael Givens, CAB</i>
Kyle Davis Risk Management Official	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER

Attachments

Attachment 1 – October 7, 2019 Pre-consultation Notice – Draft Updated Grand River Source Protection Plan

Attachment 2 – Draft, Updated Wellington County Chapters of Grand River Source Protection Plan and Assessment Report



October 7, 2019

Notice of Pre-Consultation – Draft Updated Grand River Source Protection Plan

You are being provided this notice and information because your ministry/municipality may be affected by recent updates to water quality Wellhead Protection Areas (WHPA) and/or are responsible for the implementation of source protection plan policies.

The Ministry of the Environment, Conservation and Parks (MECP) approved the first iteration of the Grand River Assessment Report and Source Protection Plan on November 26, 2015. Since approval, additional technical studies have been completed in the Township of Centre Wellington and the Township of Guelph/Eramosa. These studies included WHPA updates for the Rockwood and Hamilton Drive municipal supply systems and a WHPA update and delineation of Issue Contributing Areas (ICAs) for the Centre Wellington municipal supply system.

New water quality policies have been developed and additional revisions have been made to existing policies (**Appendix A**) related to:

- The establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage
- The application of road salt
- The handling and storage of road salt
- The storage of snow

The Grand River Source Protection Authority is the lead authority in the Lake Erie Source Protection Region and as such along with the Lake Erie Region Source Protection Committee initiated an update to the Grand River Source Protection Plan and Assessment Report under s.34 of the *Clean Water Act, 2006*.

The draft updated policy applicability maps for Wellington County are included in **Appendix B**.

Please review the source protection plan updates as they relate to your requirements for implementation and provide any comments by **November 12, 2019** to:

Martin Keller
Source Protection Program Manager
Lake Erie Source Protection Region
400 Clyde Rd., Box 729, Cambridge, ON N1R 5W6
519-620-7595
mkeller@grandriver.ca

The Grand River Source Protection Authority has been working on this update closely with Wellington Source Water Protection, a partnership of the Wellington County municipalities. Wellington Source Water Protection, County and local municipal staff have been involved in the drafting of the enclosed changes. For the Wellington County municipalities, Kyle Davis, Risk Management Official (RMO) will be in contact shortly to discuss staff reports and presentations to Council.

If you would like to discuss any of the material provided in this notice, please contact Martin Keller, Source Protection Program Manager, at the phone number or email listed above.



Municipal Endorsement and Public Consultation

As required by S.34(3) of the Clean Water Act, 2006, the Grand River Source Protection Authority must obtain municipal council resolutions from Wellington County, Township of Puslinch, Township of Guelph/Eramosa, Township of Centre Wellington, Township of Mapleton, Township of Wellington North and the Town of Erin prior to formal public consultation.

The Grand River Source Protection Authority is requesting resolutions from the Councils of Wellington County, Township of Puslinch, Township of Guelph/Eramosa, Township of Centre Wellington, Township of Mapleton, Township of Wellington North and the Town of Erin by November 29, 2019, if possible. The resolutions can be sent to Martin Keller at the address above.

The public consultation period on the Draft Updated Grand River Source Protection Plan is scheduled to start on Monday, January 6, 2020, and closes on Wednesday, February 19, 2020.

Following the public consultation period, the Lake Erie Region Source Protection Committee will consider any comments received at their meeting on March 12, 2020 and direct staff to revise the Draft Updated Grand River Source Protection Plan, as necessary. The revised Draft Updated Plan will then be released to the Grand River Source Protection Authority for submission to the MECP in the spring 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Keller".

Source Protection Program Manager
Lake Erie Source Protection Region



**Appendix A:
Draft updated policy amendments for Wellington County**



Policy Number	Source Protection Plan Policies within the County of Wellington
Transitional Policies and Implementation Timing	
WC-CW-1.1.1 <i>Implement. & Timing</i>	This source protection plan came into effect on July 1, 2016, the effective date specified in the Notice of Approval posted on the Environmental Registry of Ontario. Amendments to the Source Protection Plan are permitted in accordance with the <i>Clean Water Act, 2006</i> , and the General Regulations. The effective date for amended policies, only including but not limited to the addition of new drinking water threats and regulated areas and activities, is the date of posting of the Notice of Approval of the amendment provisions on the Environmental Registry of Ontario.
Uses and Areas Designated as Restricted Land Use	
WC-CW-1.3 <i>Part IV- RLU</i>	<p>In accordance with Section 59 of the <i>Clean Water Act, 2006</i>, all land uses, except solely residential uses, where significant drinking water threat activities have been designated for the purposes of Sections 57 and 58 of the <i>Clean Water Act, 2006</i> are hereby designated as Restricted Land Uses and a written notice from the Risk Management Official shall be required prior to approval of any Building Permit, <i>Planning Act</i> or <i>Condominium Act</i> application.</p> <p>Despite the above policy, a Risk Management Official may issue written direction specifying the situations under which a planning authority or Chief Building Official may be permitted to make the determination that a site specific land use is, or is not, designated for the purposes of section 59. Where such direction has been issued, a site specific land use that is the subject of an application for approval under the <i>Planning Act</i> or for a permit under the <i>Building Code Act</i> is not designated for the purposes of Section 59, provided that the planning authority or Chief Building Official, as applicable, is satisfied that:</p> <ol style="list-style-type: none"> a. The application complies with the written direction issued by the Risk Management Official; and b. The applicant has demonstrated that a significant drinking water threat activity designated for the purposes of section 57 or 58 will not be engaged in, or will not be affected by the application. <p>Where the Risk Management Official has provided written direction designating a land use for the purpose of section 59, a written Notice from the Risk Management Official shall be required prior to approval of any Building Permit under the <i>Building Code Act, 1992</i> as amended, in addition to <i>Planning Act</i> and <i>Condominium Act</i> applications in accordance with Section 59 of the <i>Clean Water Act, 2006</i>.</p>
Annual Reporting	
WC-CW-1.9 <i>Monitoring</i>	<p>The municipality and / or County shall provide a report to the Source Protection Authority, by February 1st of each year, summarizing the actions taken to implement the Source Protection Plan policies, where specifically required by the policies.</p> <p>Where the municipality and / or County is required to implement education and outreach programs as the primary means of managing the risk associated with significant drinking water threats, the report must indicate, at minimum additional details on how the significant drinking water threat was managed and/or ceased to be significant.</p>



Policy Number	Source Protection Plan Policies within the County of Wellington
WC-CW-1.14 <i>Monitoring</i>	The municipality shall provide a report to the Source Protection Authority, by February 1 st , of each year, for the wells within its jurisdiction. This report shall summarize the actions taken the previous year to assess the chloride concentrations related to Municipal Well E3 in Elora and Municipal Well F1 in Fergus and / or sodium and chloride concentrations related to Station Street Wells 1 and 2 in Rockwood, including recommendations for further study or monitoring, if required. The report shall include a conclusion on whether the chloride concentrations should be a described issue in accordance with the Clean Water Act and technical rules.
Conditions	
WC-NB-1.18 <i>Existing Specify Action Condition Sites Identified Monitoring</i>	To address conditions resulting from past activities that are significant drinking water threats the Ministry of Environment, Conservation and Parks and the County and/or municipality: <ol style="list-style-type: none"> Shall meet at a minimum frequency of once a calendar year for the purpose of mutually sharing information on Condition sites; Should mutually share information related, as appropriate, to technical investigations or remediation, technical data, actions taken by Ministry of Environment, Conservation and Parks or by the County and/or municipality, inspections, other relevant information; and Should develop an Information-Sharing Process document including requirements, if any, for meeting agendas, participants, the nature and format for the types of information to be mutually shared, and the Information-Sharing Process document should be developed within six months from the date the Source Protection Plan takes effect.

Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
2. Establishment, Operation or Maintenance of a System That Collects, Stores, Transmits, Treats or Disposes of Sewage	
Sewage System or Sewage Works – Onsite Sewage Systems and Onsite Sewage System Holding Tank	
WC-CW-3.1 <i>Existing/Future Specify Action WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10; ICA (NIT)</i>	To ensure existing or new onsite sewage systems and onsite holding tanks with a design flow of less than or equal to 10,000 Litres per day and subject to approval under the Ontario Building Code Act or the Ontario Water Resources Act within a WHPA-A or WHPA-B with a vulnerability score equal to ten (10) or IPZ-1 or Nitrate ICA, cease to be or never become a significant drinking water threat the municipality shall implement an on-site sewage system maintenance inspection program. Inspections shall be prioritized based on the proximity to the drinking water supply.
WC-CW-3.2 <i>Existing/Future Education & Outreach WHPA-A-v.10;</i>	To ensure existing or new onsite sewage systems and onsite holding tanks with a design flow of less than or equal to 10,000 Litres per day and subject to approval under the Ontario Building Code Act or the Ontario Water Resources Act within a WHPA-A or B with a vulnerability score equal to ten (10), IPZ-1, or Nitrate ICA cease to be or never become a significant drinking water threat, the municipality



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
<p>WHPA-B-v.10; IPZ-1-v.10; ICA (NIT)</p>	<p>shall develop and implement an education initiative about small onsite sewage systems and holding tanks. The education program shall encourage the use of beneficial management practices that reduce the impact on groundwater.</p>
<p>Sewage System or Sewage Works – Sewage Works Storage - Treatment or Holding Tanks Sewage System or Sewage Works - Sewage Treatment Plant Effluent Discharges (Includes Lagoons) Sewage System or Sewage Works – Sewage Treatment Plant By-Pass Discharge to Surface Water</p>	
<p>WC-MC-3.4</p> <p><i>Future Prescribed Instr.</i> WHPA-A-v.10; WHPA-B-v.10; WHPA-B-v.8; WHPA-C-v.8; IPZ-1_v.10; ICA(NIT/TCE/CHL)</p>	<p>To ensure the establishment of new sewage treatment plants with effluent and/or bypass discharge or new sewage treatment plants with sewage storage tanks never become a significant drinking water threat, where these activities would be a significant drinking water threat, the Ministry of the Environment, Conservation and Parks shall prohibit these activities within the Environmental Compliance Approvals process. This policy does not apply to the expansion, modification, optimization, re-rating, operation, maintenance or replacement of existing sewage treatment plants.</p>
<p>Sewage System or Sewage Works – Sanitary Sewers and Related Pipes</p>	
<p>WC-MC-3.5</p> <p><i>Existing/ Future Prescribed Instr.</i> WHPA-A-v.10; WHPA-B-v.10; IPZ-1_v.10; ICA(NIT)</p>	<p>For any existing or new sanitary sewers and related pipes, industrial effluent discharge and /or existing sewage treatment plants, where these activities are, or would be, a significant drinking water threat, the Ministry of the Environment, Conservation and Parks shall review and, if necessary, amend Environmental Compliance Approvals to incorporate terms and conditions that, when implemented, will ensure that these activities cease to be or never become a significant drinking water threat.</p> <p>The terms and conditions may include requirements for regular maintenance, monitoring and inspections conducted by the proponent.</p>
<p>Sewage System or Sewage Works – Discharge from a Stormwater Management Facility</p>	
<p>WC-MC-3.7</p> <p><i>Existing/Future Prescribed Instr.</i> WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10; ICA(NIT/CHL)</p>	<p>For any existing or new stormwater management facility that discharges stormwater, where this activity is, or would be, a significant drinking water threat, as prescribed by the <i>Clean Water Act, 2006</i>, the Ministry of the Environment, Conservation and Parks shall review and, if necessary, amend Environmental Compliance Approvals to incorporate terms and conditions that, when implemented, will ensure that this activity ceases to be or never becomes a significant drinking water threat.</p> <p>The terms and conditions may include requirements for regular maintenance, monitoring and inspections conducted by the proponent.</p>
<p>WC-CW-3.8</p> <p><i>Existing/Future Part IV – RMP ICA (CHL)</i></p>	<p>To ensure any existing or new stormwater management facility ceases to be or never becomes a significant drinking water, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i>, and a Risk Management Plan shall be required where the following applies:</p> <ul style="list-style-type: none"> a) where the activity is or would be a significant drinking water threat b) the stormwater management facility is located within a Chloride Issues Contributing Area; and



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
	<p>c) the stormwater management facility does not require an Environmental Compliance Approval.</p>
3. The Application of Agricultural Source Material to Land	
<p>WC-CW-4.2</p> <p><i>Existing/Future Part IV-RMP WHPA-B-v.10 ICA (NIT)</i></p>	<p>To ensure the existing or future application of agricultural source material to land within a WHPA-B with a vulnerability score equal to ten (10), or a Nitrate ICA outside of a WHPA-A, ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.</p> <p>The requirements of the Risk Management Plan will generally be based on the requirements of a Nutrient Management Plan and/or strategy under the <i>Nutrient Management Act</i>, but may also include any modifications or additional requirements deemed necessary or appropriate by the Risk Management Official.</p>
4. The Storage of Agricultural Source Material	
<p>WC-CW-5.2</p> <p><i>a) Existing Part IV-RMP WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10</i></p> <p><i>b) Future Part IV-RMP WHPA-B-v.10 ICA (NIT)</i></p>	<p>To ensure:</p> <p>a. any existing storage of agricultural source material on lands where this activity is a significant drinking water threat, within a WHPA-A or WHPA-B with a vulnerability score equal to ten (10) or IPZ-1 or a Nitrate ICA; or</p> <p>b. the future storage of agricultural source material on lands within a WHPA-B with a vulnerability score equal to ten (10) or a Nitrate ICA outside of a WHPA-A,</p> <p>ceases to be or never becomes a significant drinking water threat, this activity is designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan is required. The requirements of the Risk Management Plan will generally be based on the requirements of a nutrient management plan and/or strategy under the <i>Nutrient Management Act</i>, but may also include any modifications or additional requirements deemed necessary or appropriate by the Risk Management Official.</p>
8. The Application of Commercial Fertilizer to Land	
<p>WC-CW-8.3.</p> <p><i>Existing/Future Part IV-RMP WHPA-B-v.10 ICA (NIT)</i></p>	<p>To ensure the existing or future application of commercial fertilizer to non-agricultural lands (excluding an individual for personal or family use) or agricultural land within a WHPA-B with a vulnerability score equal to ten (10) or a Nitrate ICA outside of a WHPA-A ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.</p>
9. The Handling and Storage of Commercial Fertilizer	
<p>WC-CW-9.1</p> <p><i>a) Existing Part IV-RMP WHPA-A-v.10;</i></p>	<p>To ensure:</p> <p>a. any existing handling and storage of more than 2,500 kilograms of commercial fertilizer as defined in O. Reg. 267/03 within a WHPA-A or WHPA-B with a vulnerability score equal to ten (10), an IPZ-1, or a Nitrate</p>



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
<p>WHPA-B-v.10; IPZ-1-v.10; ICA (NIT)</p> <p>b) Future Part IV-RMP WHPA-B-v.10 ICA (NIT)</p>	<p>ICA or</p> <p>b. the future handling and storage of more than 2,500 kilograms of commercial fertilizer as defined in O. Reg. 267/03 within a WHPA-B with a vulnerability score equal to ten (10) a Nitrate ICA outside of a WHPA-A,</p> <p>ceases to be or never becomes a significant drinking water threat, this activity is designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan is required.</p>
<p>2. Establishment, Operation or Maintenance of a System That Collects, Stores, Transmits, Treats or Disposes of Sewage</p> <p>12. The Application of Road Salt</p> <p>13. The Handling and Storage of Road Salt</p> <p>14. The Storage of Snow</p>	
<p>WC-MC-12.01</p> <p>Future Land Use Planning ICA (CHL)</p>	<p>This policy applies to all land uses except residential consisting of four units or fewer and only where the salt application area is equal to or greater than 200 square metres or 8 parking spaces. The County of Wellington and Municipality shall generally require such future development to be designed and maintained using best management practices in snow storage, salt storage and application and storm water management, to ensure these activities never become a significant drinking water threat. Further, the County shall provide appropriate Official Plan policies and study requirements for complete applications for new developments within the Chloride ICA.</p> <p>To ensure the establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage, the application, handling or storage of road salt, and the storage of snow never become a significant drinking water threat,</p> <p>a) the County of Wellington and Municipality shall generally require future development to be designed and maintained using best management practices addressing these activities, and</p> <p>b) the County shall provide appropriate Official Plan policies and study requirements for complete applications for new developments within the Chloride ICA,</p> <p>if the following applies:</p> <p>i. where the activity would be a significant drinking water threat,</p> <p>ii. in an area with any land use except residential consisting of four units or fewer, and</p> <p>iii. where the salt application area is equal to or greater than 200 square metres or 8 parking spaces</p>
<p>12. The Application of Road Salt</p> <p>13. The Handling and Storage of Road Salt</p>	
<p>WC-CW-12.02</p>	<p>To ensure the application, handling and storage of road salt never becomes or</p>



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
<p>Existing/Future Specify Action WHPA-A-v. 10; WHPA-B-v. 10; IPZ-1-v. 10; ICA (CHL)</p>	<p>ceases to be a significant drinking water threat, where these activities are or would be significant drinking water threats, the municipality should review available training programs related to salt application and storage and ensure that adequate training opportunities are available to train municipal staff and private contractors on best management practices related to salt application and storage.</p>
12. The Application of Road Salt	
<p>WC-CW-12.1</p> <p>Existing/Future Specify Action ICA (CHL)</p>	<p>Where a Chloride ICA has been delineated, or where salt application is or would be a significant drinking water threat, the municipality and / or County of Wellington shall review and, if necessary, revise or issue new Salt Management Plans for the application of salt on roadways in all Wellhead Protection Areas.</p> <p>The Salt Management Plan shall include, as a minimum, measures to ensure application rate, timing and location reduce the potential for salt-related surface water run-off and groundwater infiltration and meet the objectives of Environment Canada's Code of Practice for Environmental Management of Road Salts including the salt vulnerable area mapping to include areas where significant threats can occur. Where an RMP applies to municipal salt application, the Salt Management Plan shall be incorporated into the RMP.</p>
<p>WC-CW-12.2</p> <p>Existing/Future Part IV-RMP WHPA-A-v. 10; WHPA-B-v. 10; IPZ-1-v. 10; ICA (CHL)</p>	<p>To ensure any existing or new application of road salt ceases to be or never becomes a significant drinking water, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i>, and a Risk Management Plan shall be required where the following applies:</p> <ol style="list-style-type: none"> a. the activity is or would be a significant drinking water threat; b. salt is or could be applied to the property; c. the salt application area is equal to or greater than 200 square metres or 8 parking spots; and d. the property is used for any land uses except residential consisting of four units or fewer. <p>Notwithstanding the above, a Risk Management Plan will also be required for any municipal properties where the activity is or would be a significant drinking water threat.</p>
<p>WC-CW/NB-12.3</p> <p>Existing/Future Specify Action WHPA-A-v. 10; WHPA-B-v. 10; ICA (CHL)</p>	<p>The County, municipalities and the Ministry of Transportation should enhance road design measures for modifying, widening or expanding existing roads and / or designing / developing new roads to minimize the impact from any application of salt on roadways related to the development of new roads in the following areas:</p> <ol style="list-style-type: none"> a. a) In WHPA- A and WHPA-B where the vulnerability is equal to ten (10); or b. b) Where a Chloride Issue has been identified. <p>The assessment should make recommendation for enhanced measures to protect drinking water sources to be carried through detailed design and construction of the road.</p>



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
<p>WC-NB-12.4</p> <p>Existing/Future Specify Action. WHPA-A-v.10; WHPA-B-v.10; ICA (CHL)</p>	<p>For existing or future transport pathways within a Chloride ICA, the Ministry of Environment, Conservation and Parks should prioritize inspections and abatement activities related to well maintenance and abandonment pursuant to Ontario Regulation 903, <i>Ontario Water Resources Act, 1990</i>.</p>
<p>WC-CW-12.5</p> <p>Existing/Future Specify Action. ICA (CHL)</p>	<p>For existing or future transport pathways within a Chloride ICA, the municipality shall review whether the transport pathways increase infiltration of chloride to the groundwater and what actions can be taken by the municipality to reduce the infiltration of chloride.</p> <p>Actions may include, but are not limited to, incorporating terms and conditions into Risk Management Plans, maintenance or removal of transport pathways, direction to other parties regarding maintenance or removal of transport pathways, reduction of salt application within the area of the transport pathway, and advocate with Ministry of Environment, Conservation and Parks or Ministry of Transportation for actions to reduce the infiltration of chloride or other measures as required.</p>
<p>WC-NB-12.6</p> <p>Existing/Future Specify Action ICA (CHL)</p>	<p>Where a Chloride ICA has been delineated or where road salt application is or would be a significant drinking water threat, the Ministry of Transportation should review and, if necessary, revise or issue new Salt Management Plans for the application of salt on roadways in all Wellhead Protection Areas.</p> <p>The Salt Management Plan should include, as a minimum, measures to ensure application rate, timing and location reduce the potential for salt-related surface water run-off and groundwater infiltration and meet the objectives of Environment Canada's Code of Practice for Environmental Management of Road Salts including the salt vulnerable area mapping to include areas where significant threats can occur.</p>
<p>WC-CW-12.7</p> <p>Existing/Future Education & Outreach ICA (CHL)</p>	<p>To ensure any existing or new application of road salt ceases to be or never becomes a significant drinking water threat, where this activity is or would be a significant drinking water threat within a Chloride ICA, the municipality and / or the Public Health Unit shall develop and implement an education initiative addressing the application of road salt. The education program shall encourage the implementation of best management practices that form the core of the Smart About Salt or similar accreditation program to reduce the impact of winter de-icing activities.</p>
<p>13. The Handling and Storage of Road Salt</p>	
<p>WC-CW-13.1</p> <p>a) Existing Part IV-RMP WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10</p> <p>b) Future Part IV-RMP</p>	<p>To ensure:</p> <ol style="list-style-type: none"> any existing handling and storage of road salt outside of an ICA but within WHPA-A and WHPA-B with a vulnerability score of ten (10) or IPZ-1 with a vulnerability score of ten (10); or any new handling and storage of road salt within a WHPA-B with a vulnerability score equal to ten (10),



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
WHPA-B-v.10	ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.
WC-CW-13.2 Future Part IV-Prohibit WHPA-A-v.10; IPZ-1-v.10	To ensure any new handling and storage of road salt within a WHPA-A or IPZ-1 outside of an ICA, never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 57 of the <i>Clean Water Act, 2006</i> and shall be prohibited.
WC-CW-13.2.1 Existing/Future Part IV-Prohibit WHPA-A-v.10 within ICA (CHL)	<p>To ensure, within a WHPA-A and within a Chloride ICA that:</p> <ul style="list-style-type: none"> a. any existing or new handling and storage of road salt in any amount that is stored uncovered; or b. any new (future), handling and storage of road salt in covered storage in amounts greater than 100 kilograms, <p>ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 57 of the <i>Clean Water Act, 2006</i> and shall be prohibited.</p>
WC-CW-13.2.2 Existing/Future Part IV-RMP ICA (CHL) outside WHPA-A-v.10	<p>To ensure, within a Chloride ICA that:</p> <ul style="list-style-type: none"> a) any existing or new (future) handling and storage of road salt, outside of a WHPA-A, in any amount that is stored uncovered; or b) any existing or new (future) handling and storage of road salt, outside of a WHPA-A, in covered storage in amounts greater than 100 kilograms; or c) any existing or new (future) handling and storage of road salt, for a property that requires a salt application Risk Management Plan, in uncovered or covered storage of any amount; or d) any existing or new (future) handling and storage of road salt at a municipal property, in uncovered or covered storage of any amount; <p>ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.</p>
WC-CW-13.3 Existing/Future Education & Outreach ICA (CHL)	o ensure any existing or new handling and storage of road salt ceases to be or never becomes a significant drinking water threat, where this activity is a significant drinking water threat within a Chloride ICA, the municipality and / or the Public Health Unit shall develop and implement an education initiative about the handling and storage of road salt. The education program shall encourage the implementation of the best management practices that form the core of the Smart About Salt or similar accreditation program to reduce the impact of winter de-icing activities.
14. The Storage of Snow	
WC-CW-14.1	To ensure:



Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
<p>Existing Part IV-RMP WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10 outside of ICA (CHL)</p> <p>Future Part IV-RMP WHPA-B-v.10 outside of ICA (CHL)</p>	<p>a. any existing snow storage outside of a Chloride ICA but within WHPA-A and WHPA-B with a vulnerability score of ten (10) or IPZ-1 with a vulnerability score of ten (10); or</p> <p>b. any new snow storage outside of a Chloride ICA but within a WHPA-B with a vulnerability score equal to ten (10),</p> <p>ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.</p>
<p>WC-CW-14.2</p> <p>Future Part IV-Prohibit WHPA-A-v.10; IPZ-1-v.10 outside of ICA (CHL)</p>	<p>To ensure any new snow storage within a WHPA-A or IPZ-1 outside of a Chloride ICA, never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 57 of the <i>Clean Water Act, 2006</i> and shall be prohibited.</p>
<p>WC-CW-14.3</p> <p>Existing/Future Education & Outreach WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10; ICA (NIT/CHL)</p>	<p>To ensure existing or new snow storage within a WHPA-A or B with a vulnerability score equal to ten (10), IPZ-1 with a vulnerability score equal to ten (10), or Nitrate or Chloride ICA cease to be or never become a significant drinking water threat, the municipality shall develop and implement an education initiative about snow storage. The education program shall encourage the use of best management practices that reduce the impact on groundwater.</p>
<p>WC-CW-14.4</p> <p>Future Part IV-Prohibit WHPA-A-v.10 within ICA (CHL)</p>	<p>To ensure any new, below grade snow storage greater than 0.01 hectare in area or at or above grade snow storage greater than 1 hectare in area within a WHPA-A in a Chloride ICA never becomes a significant drinking water threat this activity shall be designated for the purpose of Section 57 of the <i>Clean Water Act, 2006</i> and shall be prohibited.</p>
<p>WC-CW-14.5</p> <p>Existing/Future Part IV-RMP ICA (CHL)</p>	<p>To ensure any existing or new facility for snow storage within a Chloride ICA ceases to be or never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required where:</p> <ol style="list-style-type: none"> a prohibition policy does not apply; salt is or could be applied to the property; the salt application area is equal to or greater than 200 square metres or 8 parking spots; and the property is used for any land uses except residential consisting of four units or fewer.
<p>16. The Handling and Storage of a Dense Non-Aqueous Phase Liquid (DNAPL)</p>	
<p>WC-CW-16.1</p> <p>Existing Part IV-RMP WHPA-A/B/C;</p>	<p>To ensure any existing handling and storage of a dense non-aqueous phase liquid greater than 25 Litres, for industrial, commercial, institutional or agricultural purposes ceases to be a significant drinking water threat, where this activity is a significant drinking water threat, this activity is designated for the purpose of Section</p>



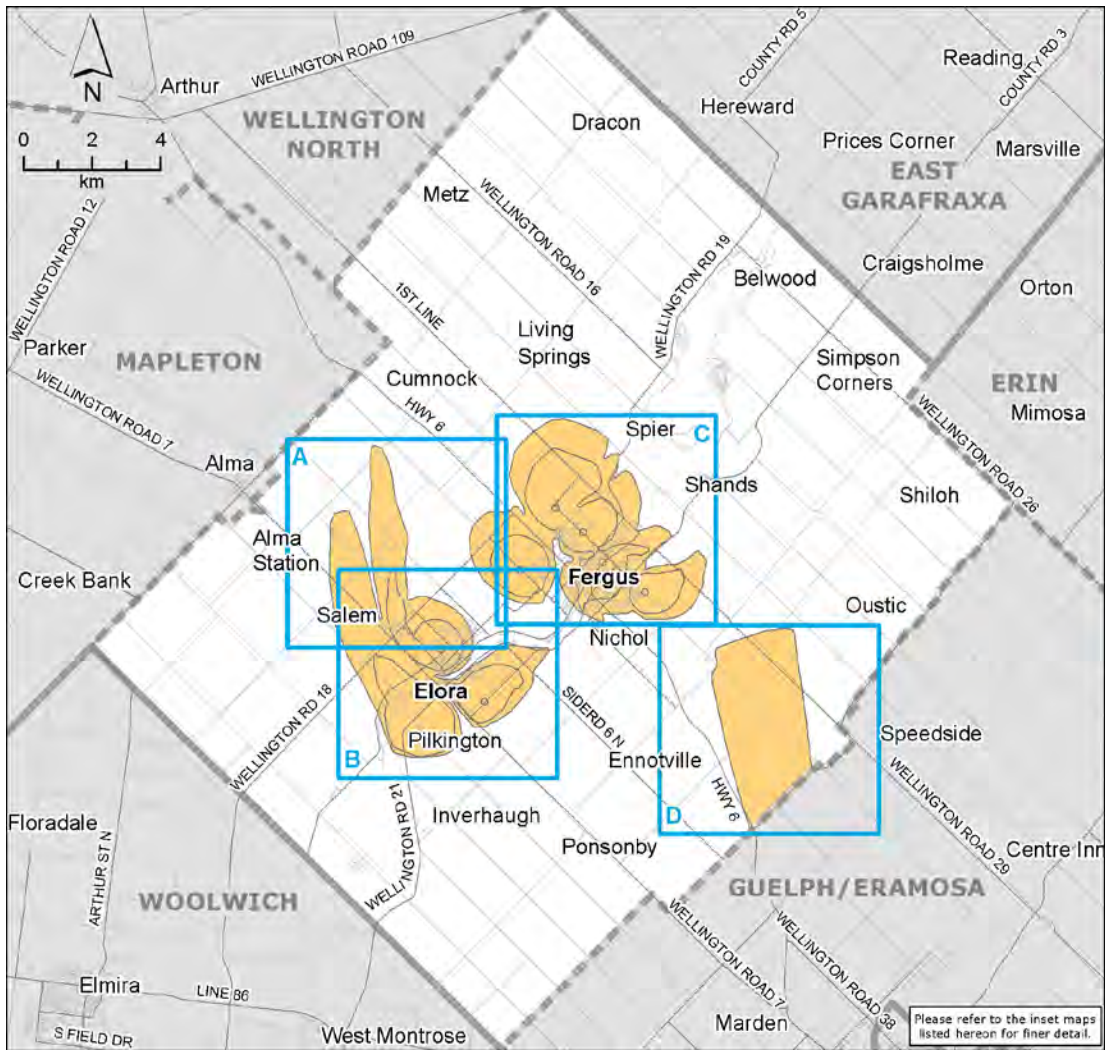
Policy Number	Policies Addressing Prescribed Drinking Water Threats within the County of Wellington
IPZ-1-v.10; ICA(TCE)	58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan is required.
WC-CW-16.3 Future Part IV-RMP WHPA-B/C; ICA(TCE)	To ensure any new handling and storage of a dense non-aqueous phase liquid greater than 25 Litres , for industrial, commercial, institutional or agricultural purposes within a WHPA-B, C or TCE ICA, never becomes a significant drinking water threat, this activity shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required.
21. The Use of Land as Livestock Grazing or Pasturing Land, an Outdoor Confinement Area or a Farm Animal Yard	
WC-CW-19.2 Existing/Future Part IV-RMP WHPA-A-v.10; WHPA-B-v.10; IPZ-1-v.10 ICA (NIT)	To ensure a farm animal yard or an outdoor confinement area as defined in O. Reg. 267/03, for existing or new livestock operations within a WHPA-A or WHPA-B with a vulnerability score equal to ten (10) or IPZ-1 or a Nitrate ICA , cease to be or never become significant drinking water threats, where these activities are, or would be, significant drinking water threats, <ul style="list-style-type: none"> a. These activities shall be designated for the purpose of Section 58 of the <i>Clean Water Act, 2006</i> and a Risk Management Plan shall be required. b. The requirements of the Risk Management Plan will generally be based on the requirements of a nutrient management plan and/or strategy under the <i>Nutrient Management Act</i>, but may also include any modifications or additional requirements deemed necessary or appropriate by the Risk Management Official.



**Appendix B:
Draft updated policy applicability maps for Wellington County**



DRAFT UPDATED Schedule D: County of Wellington, Township of Centre Wellington, Index Map



Significant Drinking Water Threat Policy Applicability
 Index Map -
 Wellhead Protection Zones

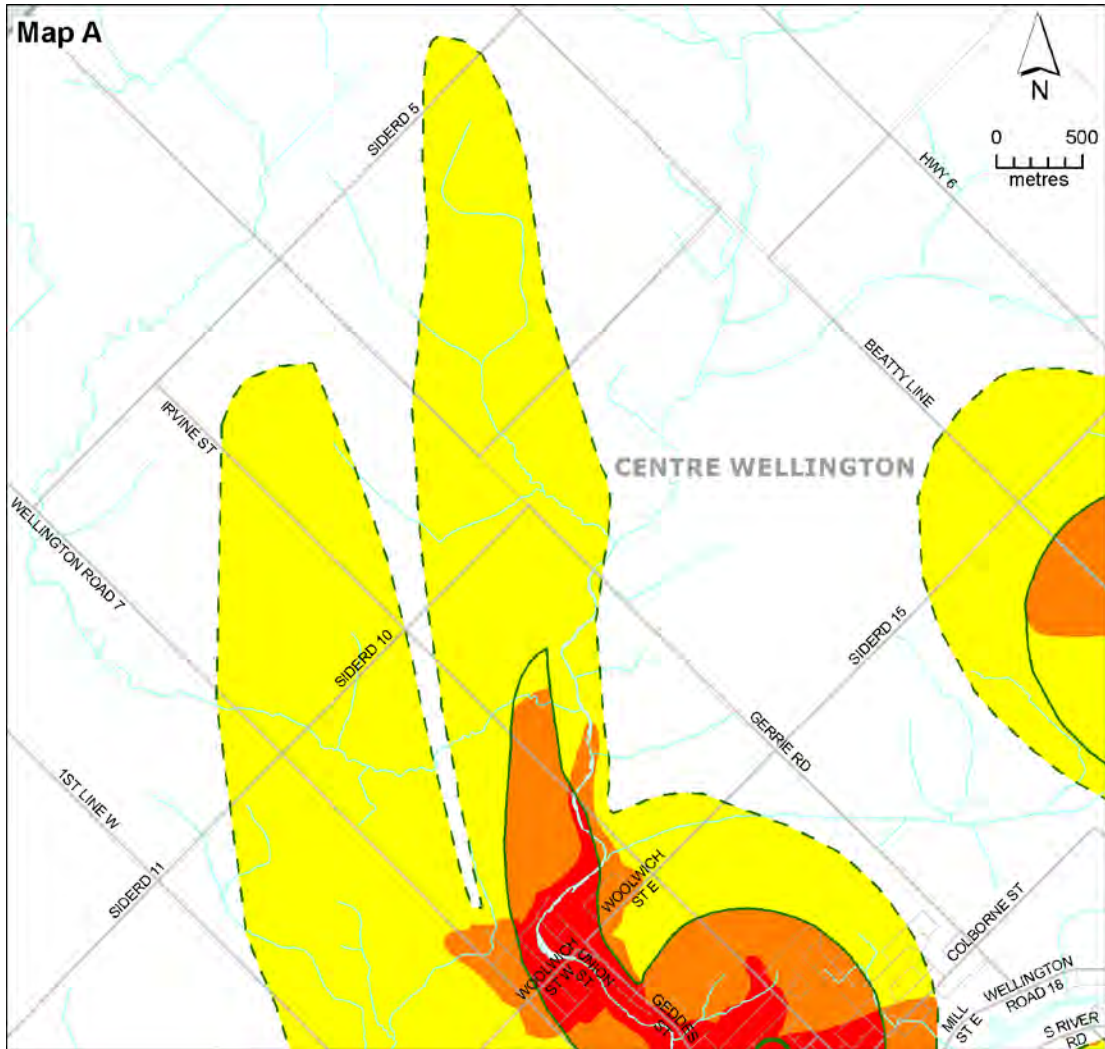
- Main Roads
- Upper / Single Tier Municipal Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones A, B, C



1. Updated September 26, 2019
2. Larger scale mapping of some map layers, including roads and vulnerability scores, is available at www.sourcewater.ca.
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DRAFT UPDATED Schedule E: County of Wellington, Centre Wellington Well Supply, Map A



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	10	8	2,4,6
1. Waste Disposal	Red	Orange	Yellow
2. Sewage Systems	Red	Orange	Yellow
3, 4. Agricultural Source Material	Red	Orange	Yellow
6, 7. Non-Agricultural Source Material*	Red	Orange	Yellow
8, 9. Commercial Fertilizer*	Red	Orange	Yellow
10, 11. Pesticide	Red	Orange	Yellow
12, 13. Road Salt*	Red	Orange	Yellow
14. Storage of Snow	Red	Orange	Yellow
15. Fuel	Red	Orange	Yellow
16. DNAPLs	Red	Orange	Yellow
17. Organic Solvents	Red	Orange	Yellow
18. Aircraft Deicing	Red	Orange	Yellow
21. Livestock Area	Red	Orange	Yellow
22. Oil Pipelines	Red	Orange	Yellow

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

Legend:

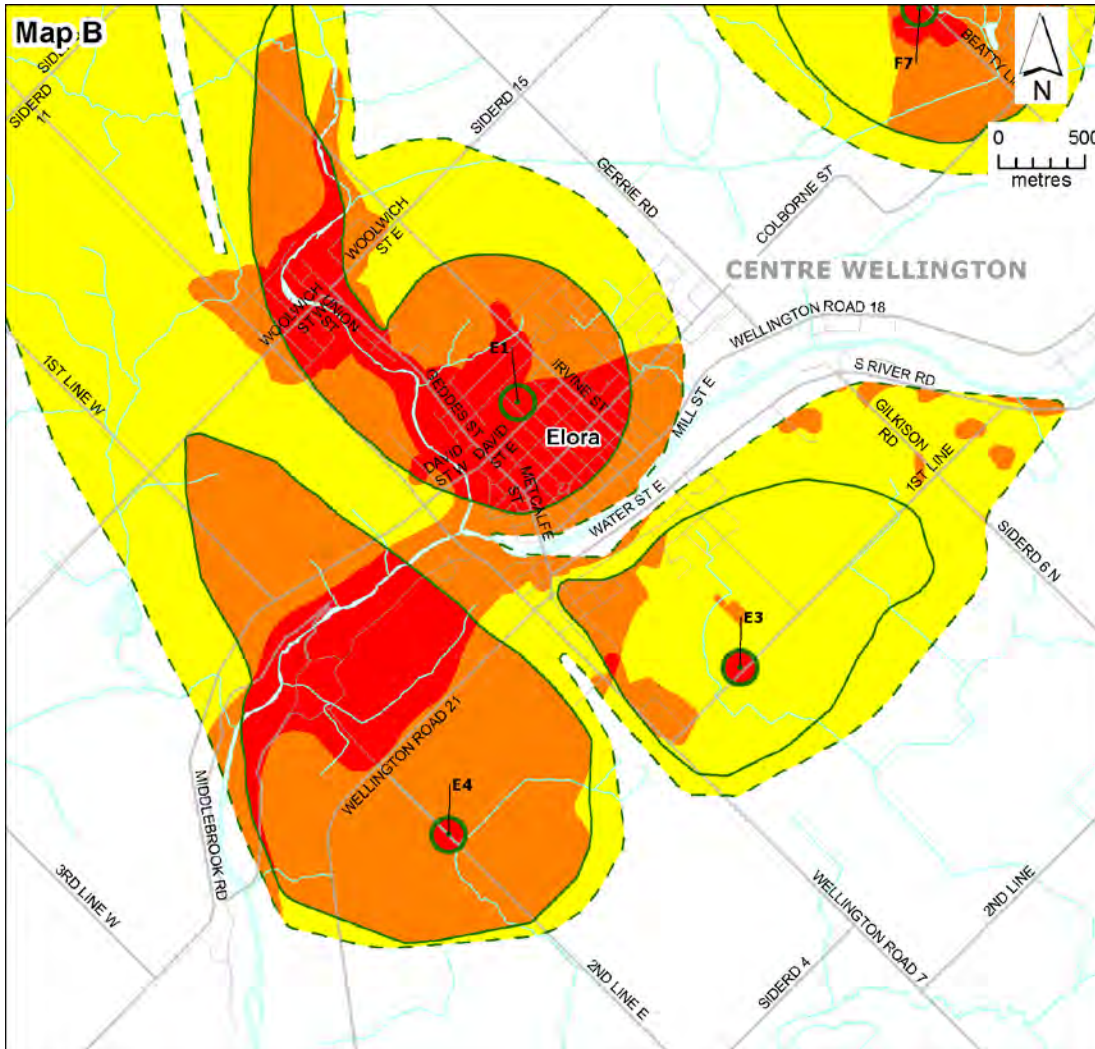
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:
 - WHPA-A
 - WHPA-B
 - WHPA-C



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DRAFT UPDATED Schedule F: County of Wellington, Centre Wellington Well, Map B



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	Red	Orange	Yellow
2. Sewage Systems	Red	Orange	Yellow
3, 4. Agricultural Source Material	Red	Orange	Yellow
6, 7. Non-Agricultural Source Material*	Red	Orange	Yellow
8, 9. Commercial Fertilizer*	Red	Orange	Yellow
10, 11. Pesticide	Red	Orange	Yellow
12, 13. Road Salt*	Red	Orange	Yellow
14. Storage of Snow	Red	Orange	Yellow
15. Fuel	Red	Orange	Yellow
16. DNAPLs	Red	Orange	Yellow
17. Organic Solvents	Red	Orange	Yellow
18. Aircraft De-icing	Red	Orange	Yellow
21. Livestock Area	Red	Orange	Yellow
22. Oil Pipelines	Red	Orange	Yellow

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

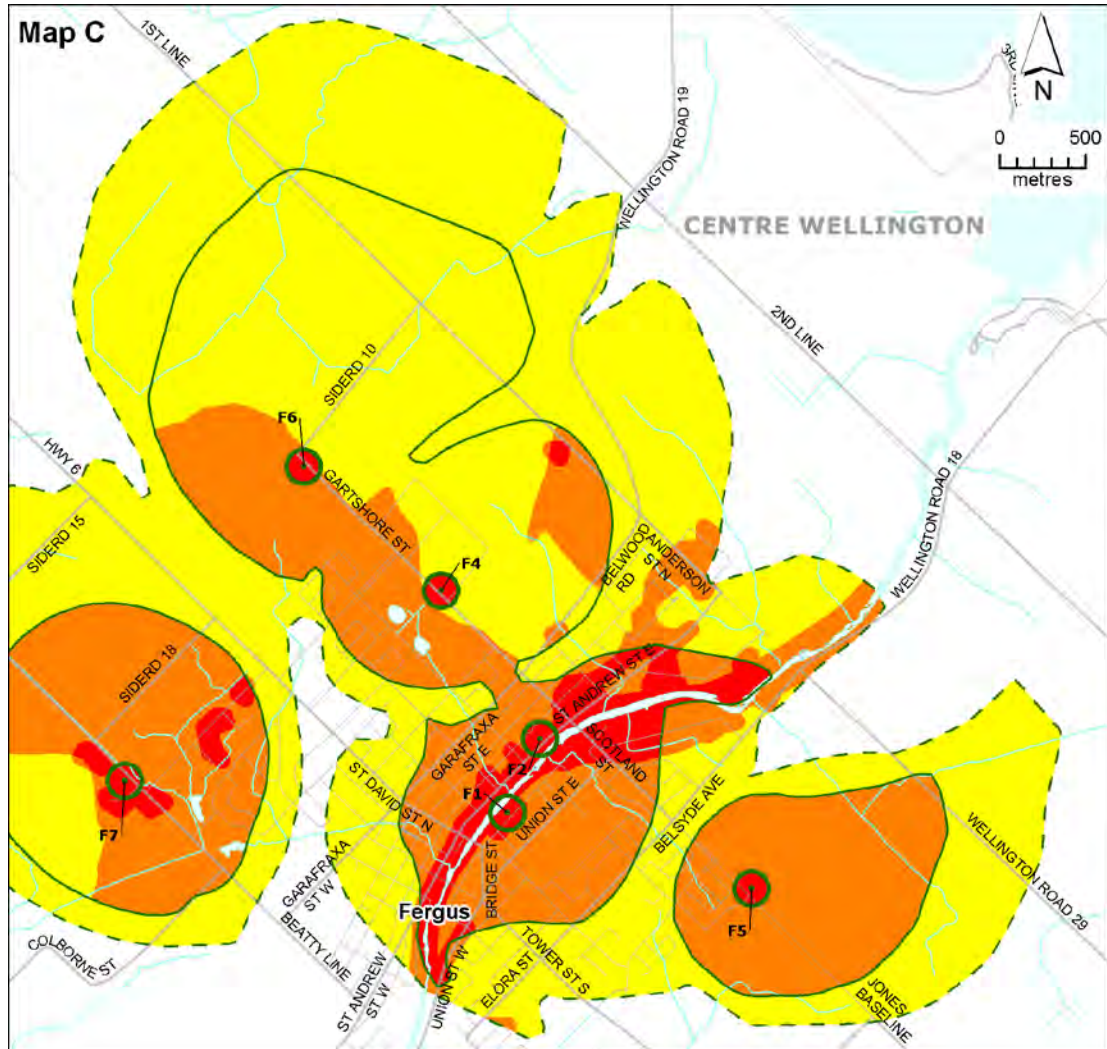
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
- WHPA-A
- WHPA-B
- WHPA-C



1. Updated September 26, 2019
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DRAFT UPDATED Schedule G: County of Wellington, Centre Wellington Well Supply, Map C



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	Red	Orange	Yellow
2. Sewage Systems	Red	Orange	Yellow
3, 4. Agricultural Source Material	Red	Orange	Yellow
6, 7. Non-Agricultural Source Material*	Red	Orange	Yellow
8, 9. Commercial Fertilizer*	Red	Orange	Yellow
10, 11. Pesticide	Red	Orange	Yellow
12, 13. Road Salt*	Red	Orange	Yellow
14. Storage of Snow	Red	Orange	Yellow
15. Fuel	Red	Orange	Yellow
16. DNAPLs	Red	Orange	Yellow
17. Organic Solvents	Red	Orange	Yellow
18. Aircraft De-Icing	Red	Orange	Yellow
21. Livestock Area	Red	Orange	Yellow
22. Oil Pipelines	Red	Orange	Yellow

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

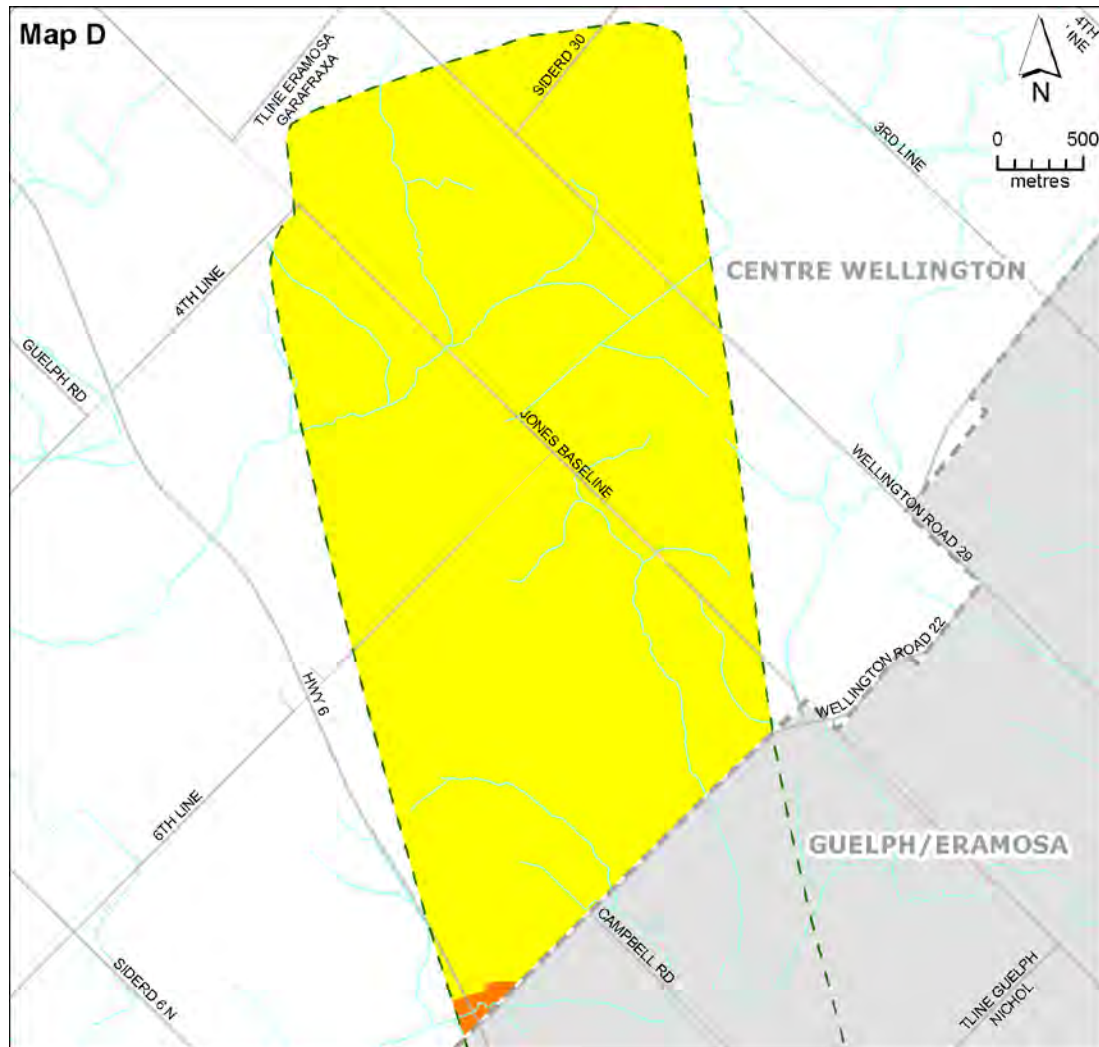
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
- WHPA-A
- WHPA-B
- WHPA-C



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DRAFT UPDATED Schedule H: County of Wellington, Centre Wellington Well Supply, Map D



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	1,3	3	2,4,6
1. Waste Disposal	■	■	■
2. Sewage Systems	■	■	■
3, 4. Agricultural Source Material	■	■	■
6, 7. Non-Agricultural Source Material*	■	■	■
8, 9. Commercial Fertilizer*	■	■	■
10, 11. Pesticide	■	■	■
12, 13. Road Salt*	■	■	■
14. Storage of Snow	■	■	■
15. Fuel	■	■	■
16. DNAPLs	■	■	■
17. Organic Solvents	■	■	■
18. Aircraft De-icing	■	■	■
21. Livestock Area	■	■	■
22. Oil Pipelines	■	■	■

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

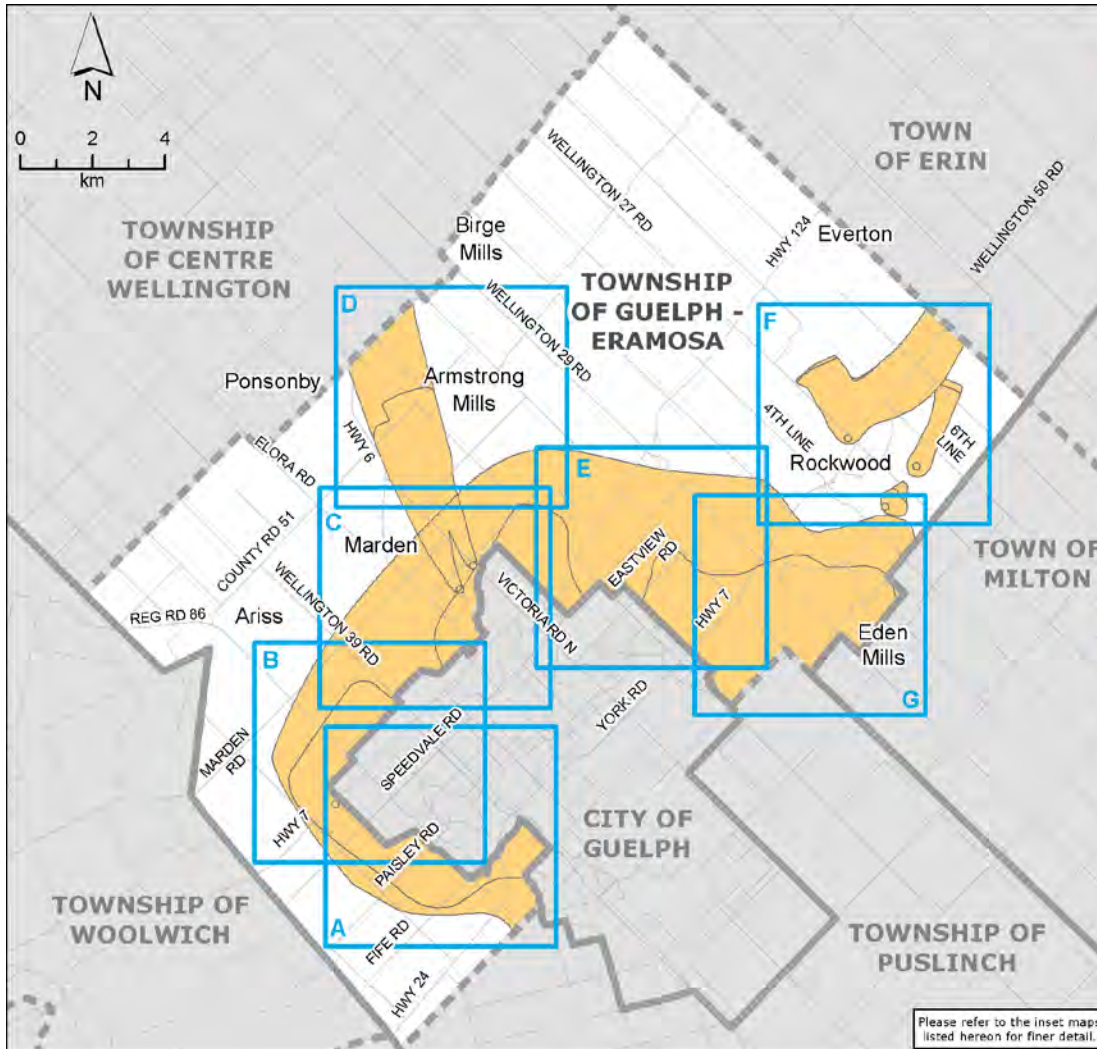
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
- WHPA-A
- WHPA-B
- WHPA-C



1. Updated September 26, 2019
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DRAFT UPDATED Schedule I: County of Wellington, Township of Guelph-Eramosa, Index Map



Significant Drinking Water Threat Policy Applicability

Index Map -
Wellhead Protection Zones

	Main Roads
	Upper / Single Tier Municipal Boundary
	Lower Tier Municipal Boundary
	Wellhead Protection Zones A, B, C

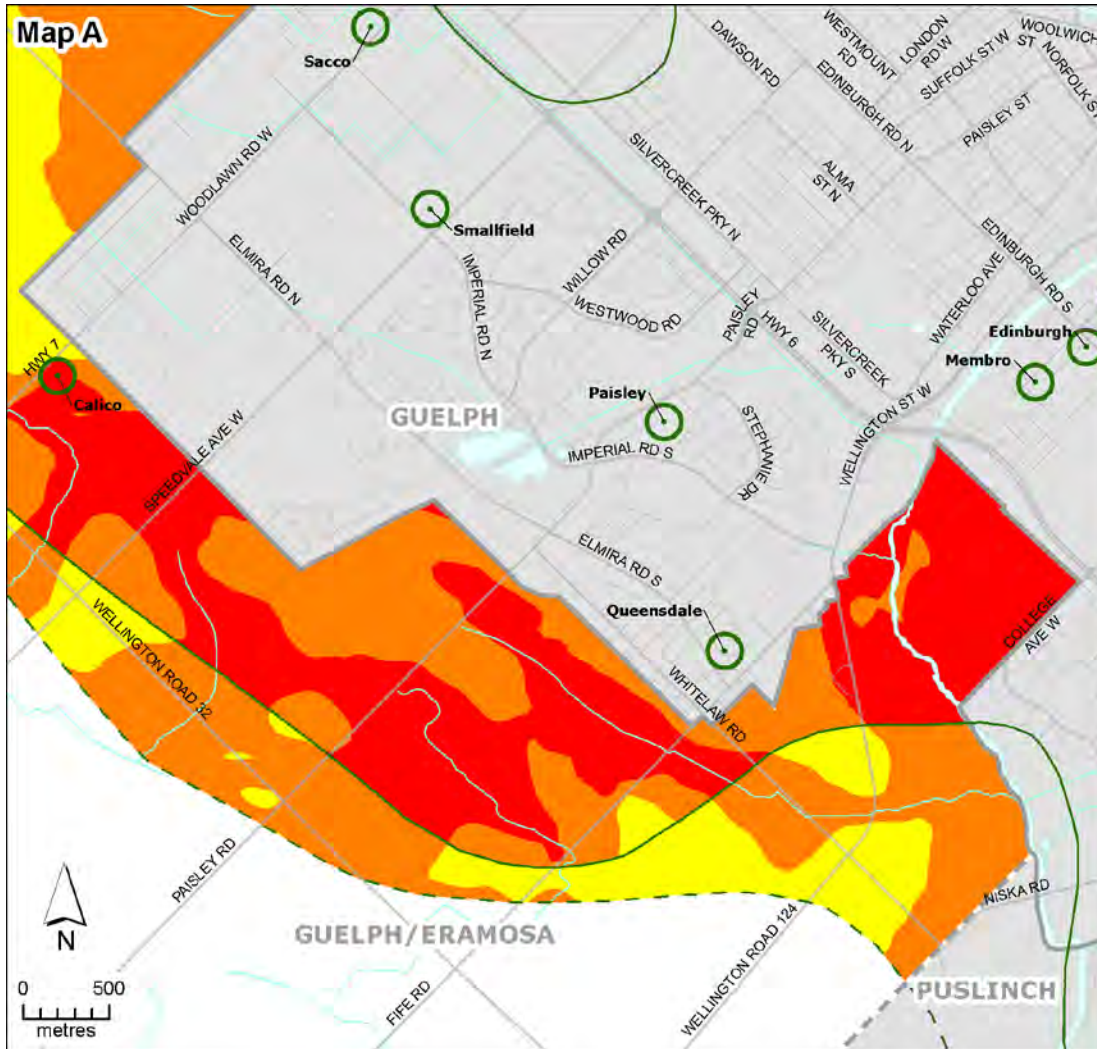


1. Updated September 18, 2019
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Please refer to the inset maps listed hereon for finer detail.



DRAFT UPDATED Schedule J: County of Wellington, Township of Guelph-Eramosa, Map A



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	Red	Orange	Yellow
2. Sewage Systems	Red	Orange	Yellow
3, 4. Agricultural Source Material	Red	Orange	Yellow
6, 7. Non-Agricultural Source Material*	Red	Orange	Yellow
8, 9. Commercial Fertilizer*	Red	Orange	Yellow
10, 11. Pesticide	Red	Orange	Yellow
12, 13. Road Salt*	Red	Orange	Yellow
14. Storage of Snow	Red	Orange	Yellow
15. Fuel	Red	Orange	Yellow
16. DNAPLs	Red	Orange	Yellow
17. Organic Solvents	Red	Orange	Yellow
18. Aircraft De-icing	Red	Orange	Yellow
21. Livestock Area	Red	Orange	Yellow
22. Oil Pipelines	Red	Orange	Yellow

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

Legend:

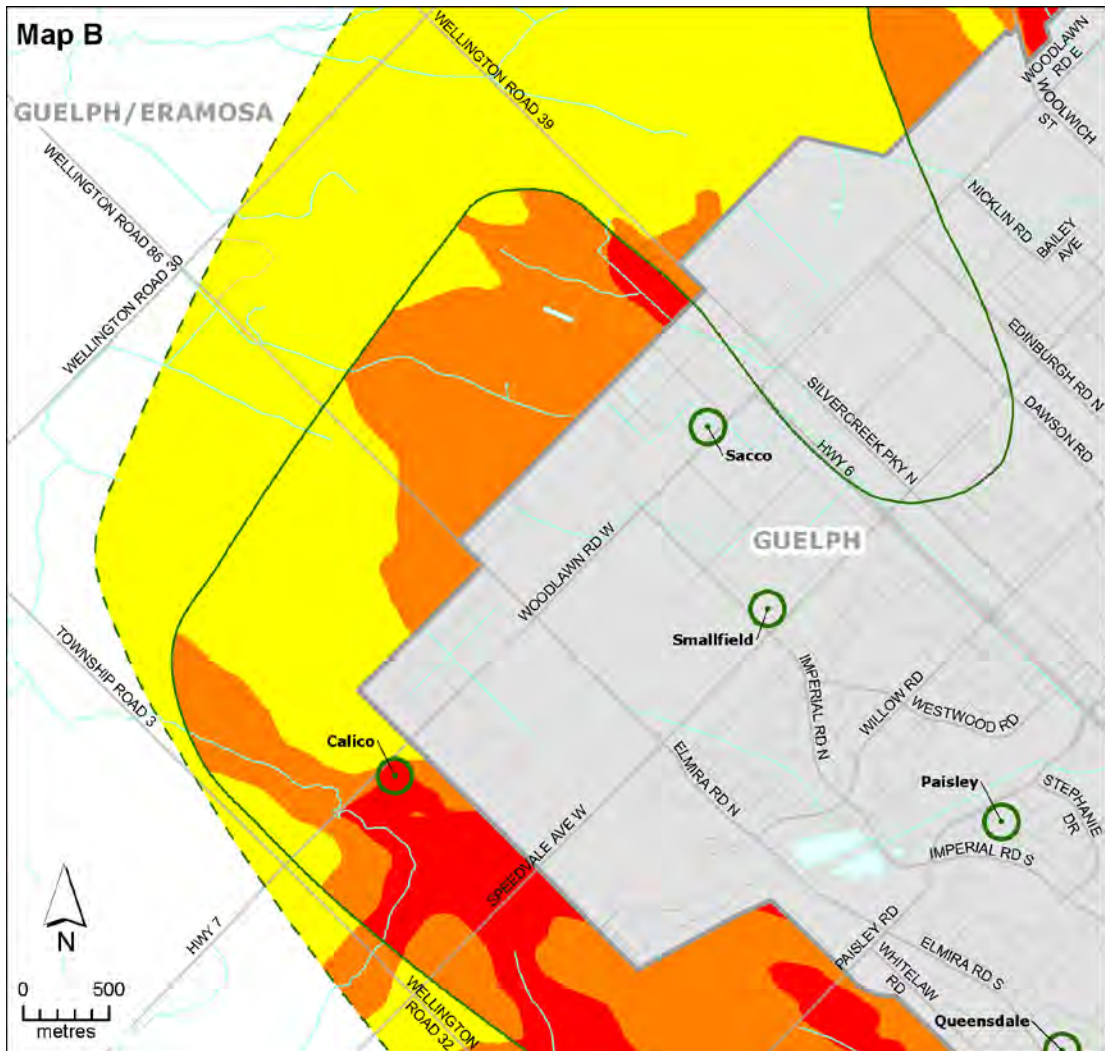
- Well (Green circle)
- Road (Grey line)
- Minor River (Light blue line)
- Lake / Main River (Dark blue area)
- Wellington County Boundary (Grey outline)
- Lower Tier Municipal Boundary (Dashed line)
- Wellhead Protection Zones:
 - WH-PA-A (Green circle)
 - WH-PA-B (Orange circle)
 - WH-PA-C (Yellow circle)



1. Updated September 19, 2019
 2. Larger scale mapping of some map layers, including roads and vulnerability scores, is available at www.sourcewater.ca.
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DRAFT UPDATED Schedule K: County of Wellington, Township of Guelph-Eramosa, Map B



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	Red	Orange	Yellow
2. Sewage Systems	Red	Orange	Yellow
3, 4. Agricultural Source Material	Red	Orange	Yellow
6, 7. Non-Agricultural Source Material*	Red	Orange	Yellow
8, 9. Commercial Fertilizer*	Red	Orange	Yellow
10, 11. Pesticide	Red	Orange	Yellow
12, 13. Road Salt*	Red	Orange	Yellow
14. Storage of Snow	Red	Orange	Yellow
15. Fuel	Red	Orange	Yellow
16. DNAPLs	Red	Orange	Yellow
17. Organic Solvents	Red	Orange	Yellow
18. Aircraft De-icing	Red	Orange	Yellow
21. Livestock Area	Red	Orange	Yellow
22. Oil Pipelines	Red	Orange	Yellow

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

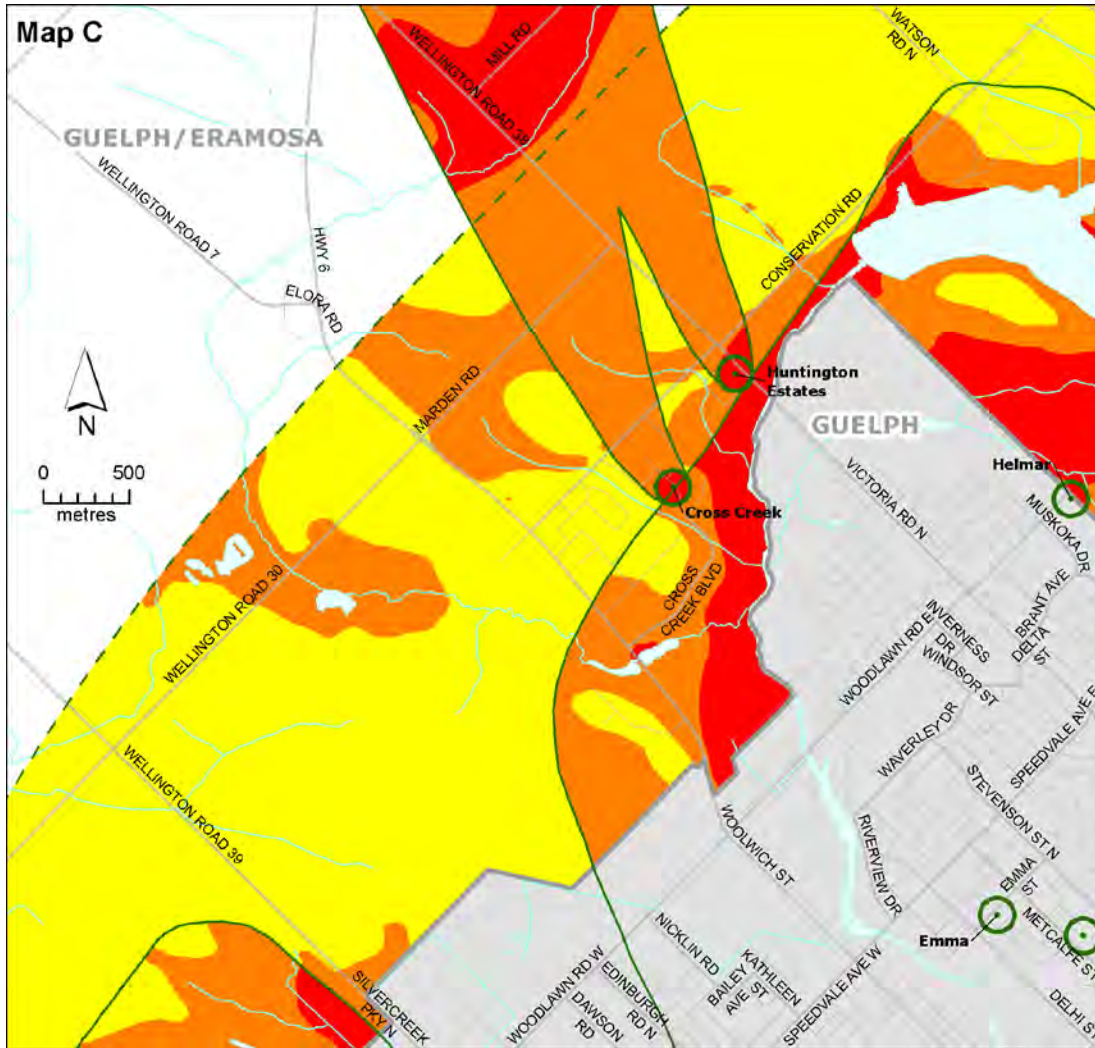
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
 - WH-PA-A
 - WH-PA-B
 - WH-PA-C



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DRAFT UPDATED Schedule L: County of Wellington, Township of Guelph-Eramosa, Map C



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map
1. Waste Disposal	10, 8, 2,4,6
2. Sewage Systems	8
3, 4. Agricultural Source Material	
6, 7. Non-Agricultural Source Material*	
8, 9. Commercial Fertilizer*	
10, 11. Pesticide	
12, 13. Road Salt*	
14. Storage of Snow	
15. Fuel	
16. DNAPLs	
17. Organic Solvents	
18. Aircraft Deicing	
21. Livestock Area	
22. Oil Pipelines	

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

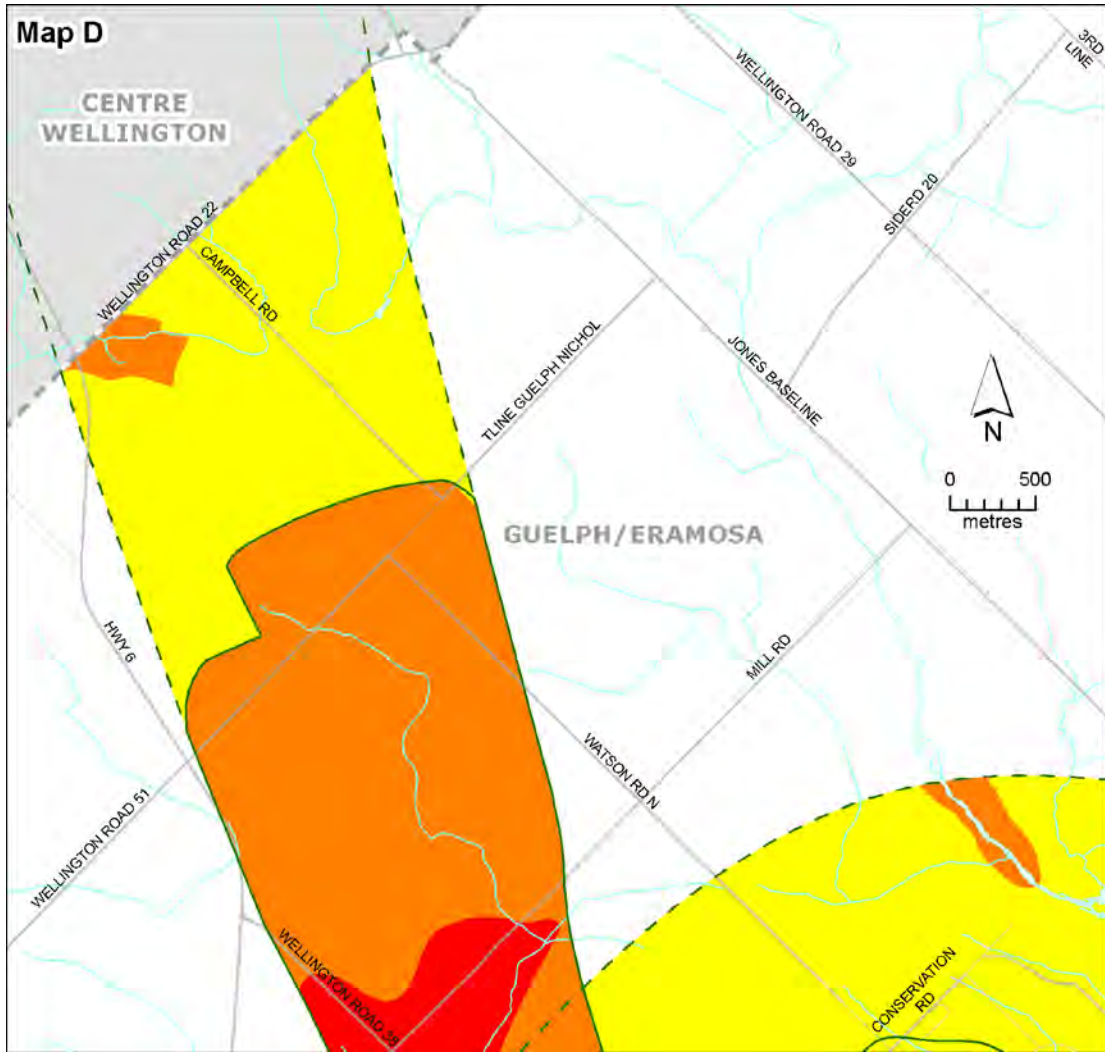
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
- WHPA-A
- WHPA-B
- WHPA-C



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DRAFT UPDATED Schedule M: County of Wellington, Township of Guelph-Eramosa, Map D



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	[Bar chart showing scores]		
2. Sewage Systems	[Bar chart showing scores]		
3, 4. Agricultural Source Material	[Bar chart showing scores]		
6, 7. Non-Agricultural Source Material*	[Bar chart showing scores]		
8, 9. Commercial Fertilizer*	[Bar chart showing scores]		
10, 11. Pesticide	[Bar chart showing scores]		
12, 13. Road Salt*	[Bar chart showing scores]		
14. Storage of Snow	[Bar chart showing scores]		
15. Fuel	[Bar chart showing scores]		
16. DNAPLs	[Bar chart showing scores]		
17. Organic Solvents	[Bar chart showing scores]		
18. Aircraft De-icing	[Bar chart showing scores]		
21. Livestock Area	[Bar chart showing scores]		
22. Oil Pipelines	[Bar chart showing scores]		

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

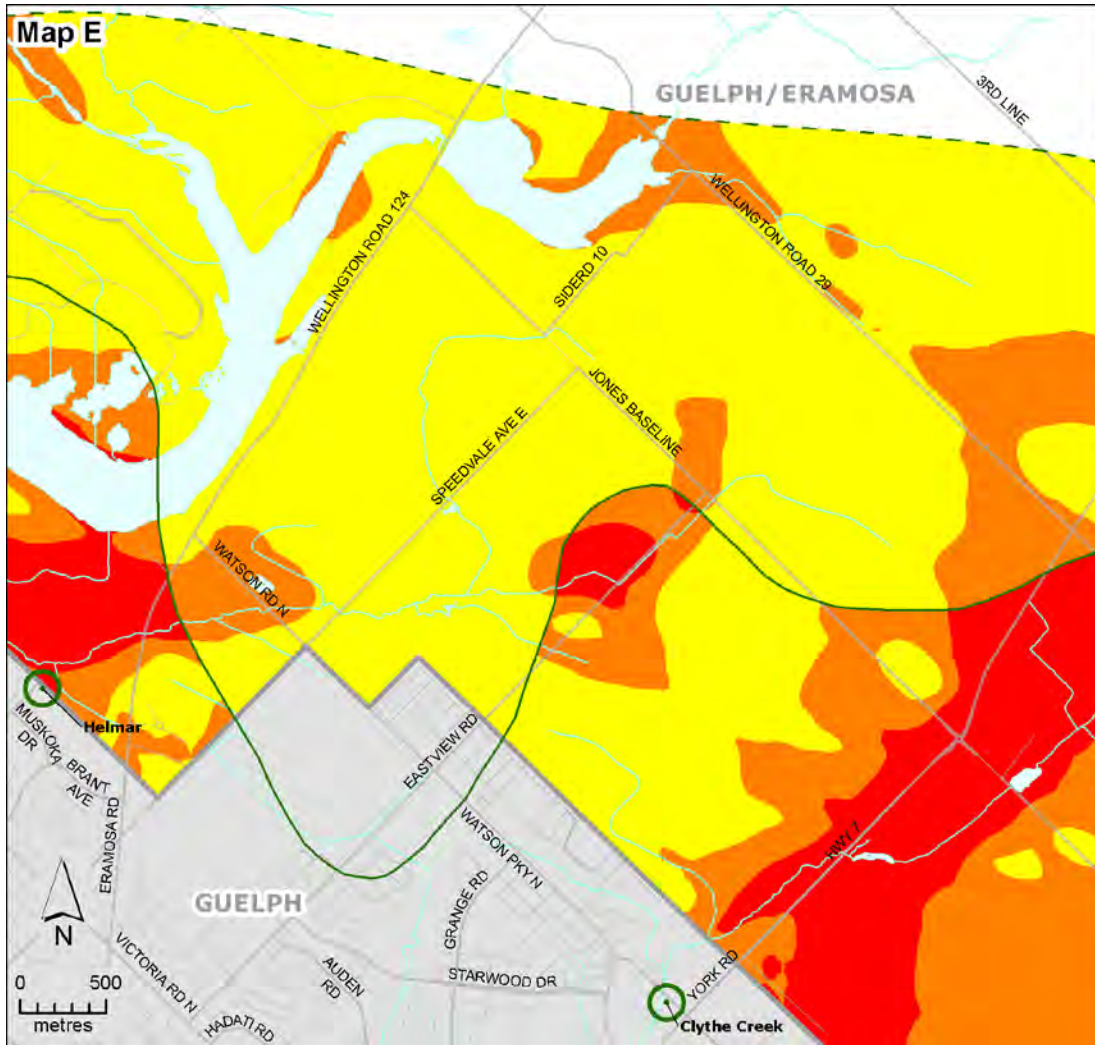
- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:**
 - WHPA-A
 - WHPA-B
 - WHPA-C



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DRAFT UPDATED Schedule N: County of Wellington, Township of Guelph-Eramosa, Map E



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	■	■	■
2. Sewage Systems	■	■	■
3, 4. Agricultural Source Material	■	■	■
6, 7. Non-Agricultural Source Material*	■	■	■
8, 9. Commercial Fertilizer*	■	■	■
10, 11. Pesticide	■	■	■
12, 13. Road Salt*	■	■	■
14. Storage of Snow	■	■	■
15. Fuel	■	■	■
16. DNAPLs	■	■	■
17. Organic Solvents	■	■	■
18. Aircraft Deicing	■	■	■
21. Livestock Area	■	■	■
22. Oil Pipelines	■	■	■

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.
 *Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of this plan for further details.

● Well
— Road
— Minor River
— Lake / Main River
▭ Wellington County Boundary

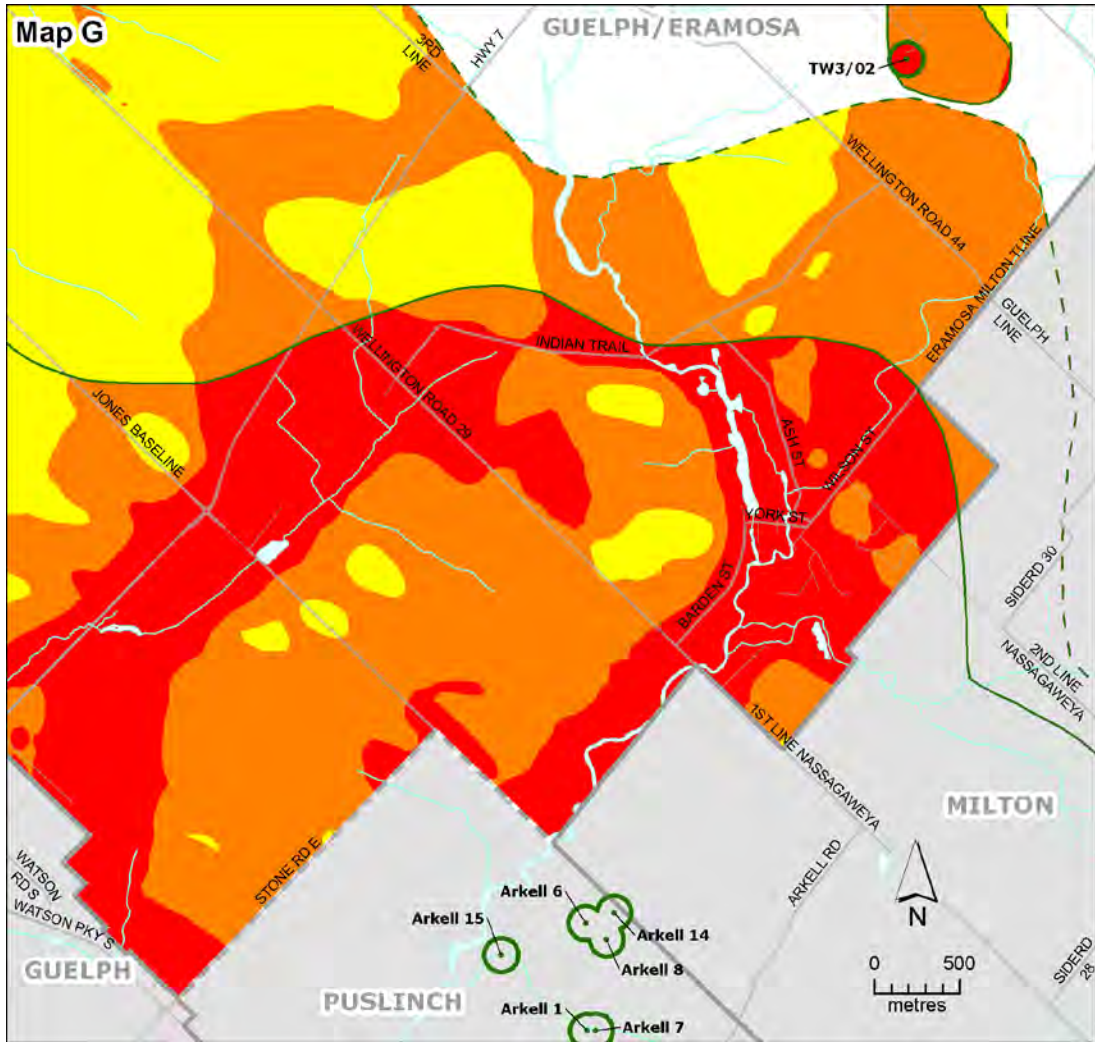
▭ Lower Tier Municipal Boundary
Wellhead Protection Zones:
○ WHPA-A
○ WHPA-B
○ WHPA-C



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DRAFT UPDATED Schedule P: County of Wellington, Township of Guelph-Eramosa, Map G



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
1. Waste Disposal	█	█	█
2. Sewage Systems	█	█	█
3, 4. Agricultural Source Material	█	█	█
6, 7. Non-Agricultural Source Material*	█	█	█
8, 9. Commercial Fertilizer*	█	█	█
10, 11. Pesticide	█	█	█
12, 13. Road Salt*	█	█	█
14. Storage of Snow	█	█	█
15. Fuel	█	█	█
16. DNAPLs	█	█	█
17. Organic Solvents	█	█	█
18. Aircraft De-icing	█	█	█
21. Livestock Area	█	█	█
22. Oil Pipelines	█	█	█

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) within Non-GUDI Wellhead Protection Zones on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.

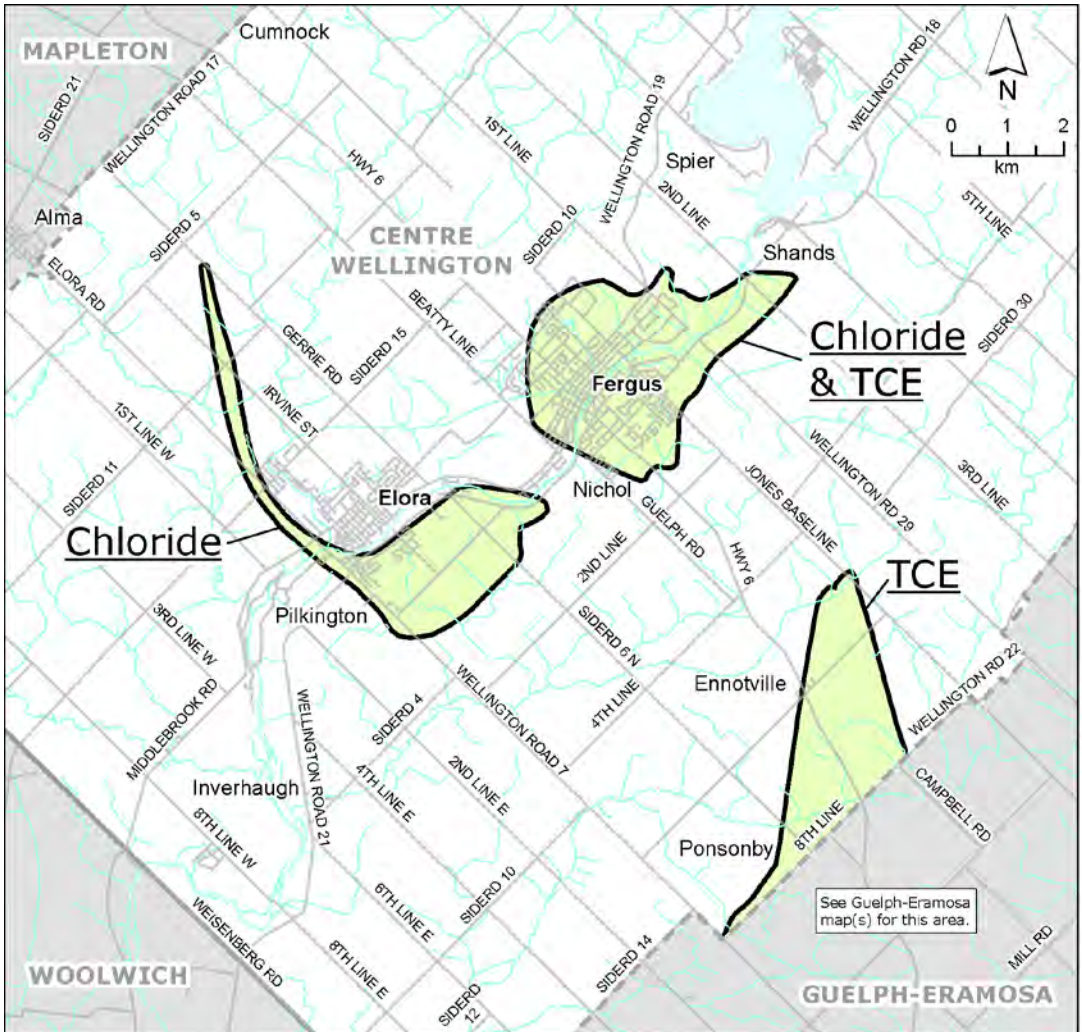
*Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the %managed land, livestock density, and/or %impervious surface calculations for these areas. See the text of this plan for further details.

- Well
- Road
- Minor River
- Lake / Main River
- Wellington County Boundary
- Lower Tier Municipal Boundary
- Wellhead Protection Zones:
 - WHPA-A
 - WHPA-B
 - WHPA-C

1. Updated September 19, 2019
 2. Larger scale mapping of some map layers, including roads and vulnerability scores, is available at www.sourcewater.ca
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DRAFT UPDATED Schedule W: County of Wellington, Township of Centre Wellington, Issue Contributing Areas



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Identified Issue			
	Chloride	Nitrate	Sodium	TCE
1. Waste Disposal		Y		Y
2. Sewage Systems	Y	Y	Y	Y
3, 4. Agricultural Source Material		Y		
6, 7. Non-Agricultural Source Material		Y		
8, 9. Commercial Fertilizer		Y		
12, 13. Road Salt	Y		Y	
14. Storage of Snow	Y	Y	Y	
16. DNAPLs				Y
21. Livestock Area		Y		

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) in the Issue Contributing Area(s) shown on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.

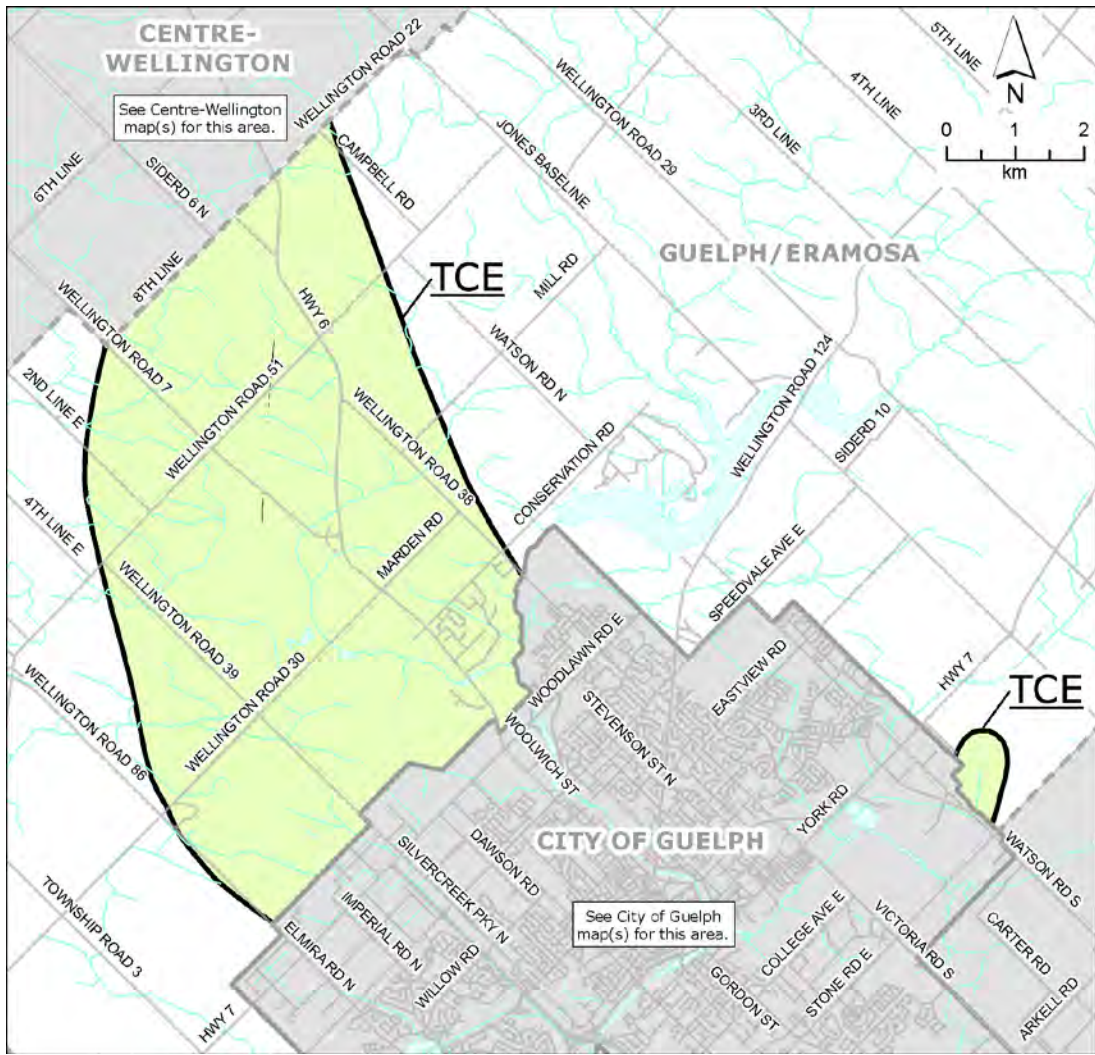
Roads
 Lower Tier Boundary
 Minor Rivers
 Lakes / Main Rivers
 Wellington County Boundary
 Issue Contributing Area
 Associated Issue Parameter



1. Updated September 26, 2019
 2. Larger scale mapping of some map layers, including roads and vulnerability scores, is available at www.sourcewater.ca.
 3. This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.



DRAFT UPDATED Schedule X: County of Wellington, Township of Guelph-Eramosa, Issue Contributing Areas



Significant Drinking Water Threat Policy Applicability

Significant Drinking Water Threat Policy Categories	Identified Issue			
	Chloride	Nitrate	Sodium	TCE
1. Waste Disposal		Y		Y
2. Sewage Systems	Y	Y	Y	Y
3, 4. Agricultural Source Material		Y		
6, 7. Non-Agricultural Source Material		Y		
8, 9. Commercial Fertilizer		Y		
12, 13. Road Salt	Y		Y	
14. Storage of Snow	Y	Y	Y	
16. DNAPLs				Y
21. Livestock Area		Y		

Note: This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) in the Issue Contributing Area(s) shown on this map. For details refer to the Drinking Water Threats Tables from the Ministry of the Environment and Climate Change, and the text of this Source Protection Plan.

Roads
 Lower Tier Boundary
 Minor Rivers
 Lakes / Main Rivers
 Wellington County Boundary
 Issue Contributing Area
 Issue
 Associated Issue Parameter



1. Updated September 26, 2019
 2. Larger scale mapping of some map layers, including roads and vulnerability scores, is available at www.sourcewater.ca.
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THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 098-19

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 E Part Lot 4, Concession 9 (West Luther) with a civic address of 8352 Line 6, as shown on Schedule "A" attached to and forming part of this By-law from:
 - **Agricultural (A) to Agricultural Exception (A-2)**
 - **Agricultural Exception (A-1) to Agricultural Exception (A-2)**
 - **Agricultural Exception (A-1) to Agricultural Exception (A-95)**

2. THAT Section 33, Exception Zone, is amended by the inclusion of the following new exceptions:

33-95 East Part Lot 8, Con 7 8352 Line 6, West Luther (Donald Haennel)	A-95	Notwithstanding the provisions of Section 8.3.1 a maximum ground floor area for a hobby barn of 75 m ² (775 ft ²) is permitted. Notwithstanding the provisions of Section 8.3.2 a) the hobby barn shall not be located closer than 10 m (32.8 ft) to the interior side yard.
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3. 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.

4. 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 4TH DAY OF NOVEMBER 2019.

ANDREW LENNOX, MAYOR

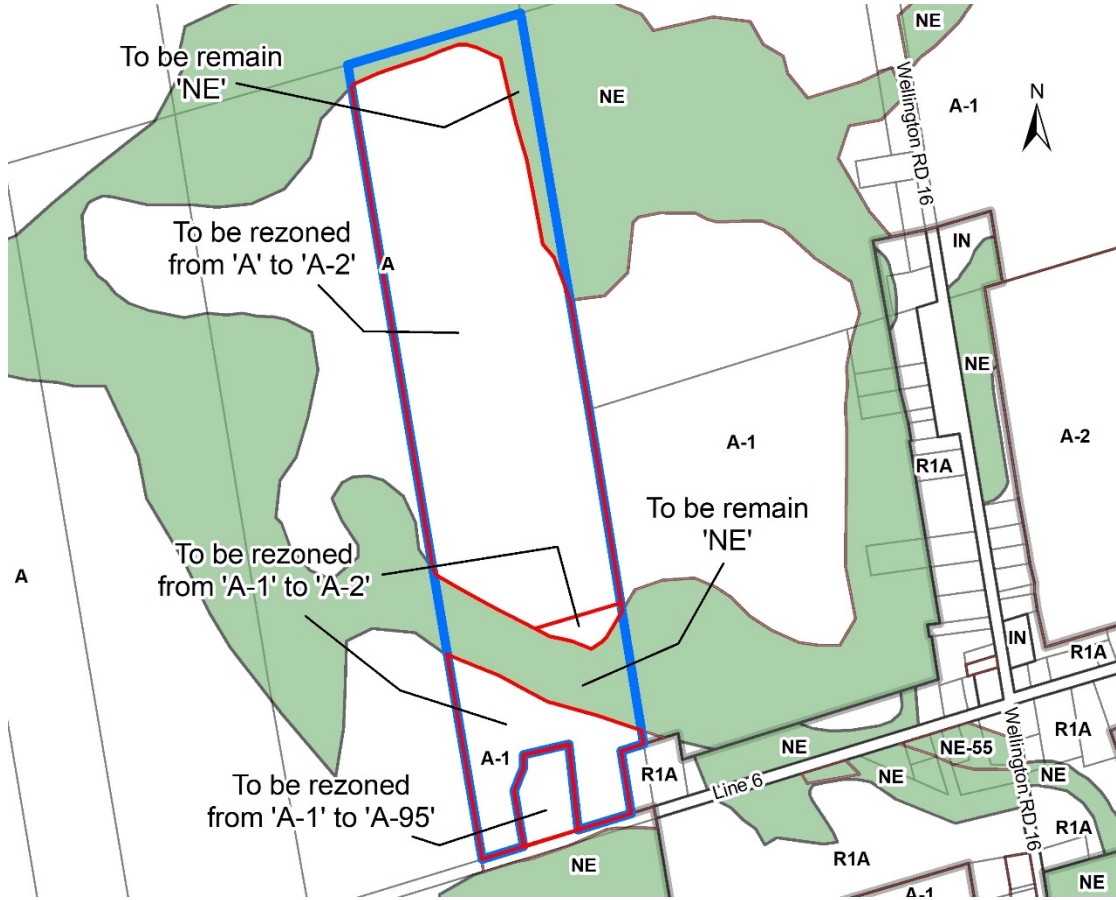
KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 098-19

SCHEDULE "A"

This is Schedule "A" to By-law 098-19



Passed this 4th day of November 2019

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 098-19

THE LOCATION OF THE SUBJECT LANDS

The subject property is legally described as East Part Lot 8, Concession 7 (West Luther) with a civic address of 8352 Line 6. The lands subject to the amendment is 38.3 ha (94.64 ac) in size and are currently zoned Agriculture (A), Agricultural Exception (A-1) and Natural Environment (NE).

THE PURPOSE AND EFFECT of the application is to rezone the subject lands to prohibit a residential dwelling on the retained agricultural portion of the property and permit a reduced side yard setback and increased ground floor area for an existing hobby barn on the severed portion of the property. This rezoning is a condition of severance application B25/19, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever an approximate 1.35 ha (3.33 ac) rural residential parcel from the retained 37 ha (91.4 ac) agricultural parcel.

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

BY-LAW NUMBER 099-19

**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 By-law Number 66-01, is hereby amended by changing the zoning on the map forming Schedule 'A-2' – Arthur, as it applies to 510 Eliza Street, as illustrated on Schedule 'A' attached to and forming part of this By-law, from Industrial M1(H) to Industrial (M1).
2. That except as amended by this By-law, the subject lands, as shown on Schedule 'A' to this By-law, shall be subject to all other applicable regulations of By-law Number 66-01, as amended.
3. This By-law shall come into effect on the final passing thereof by the Council of Corporation of the Township of Wellington North, subject to compliance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

READ A FIRST, SECOND THIRD TIME THIS 4TH DAY OF NOVEMBER 2019.

ANDREW LENNOX, MAYOR

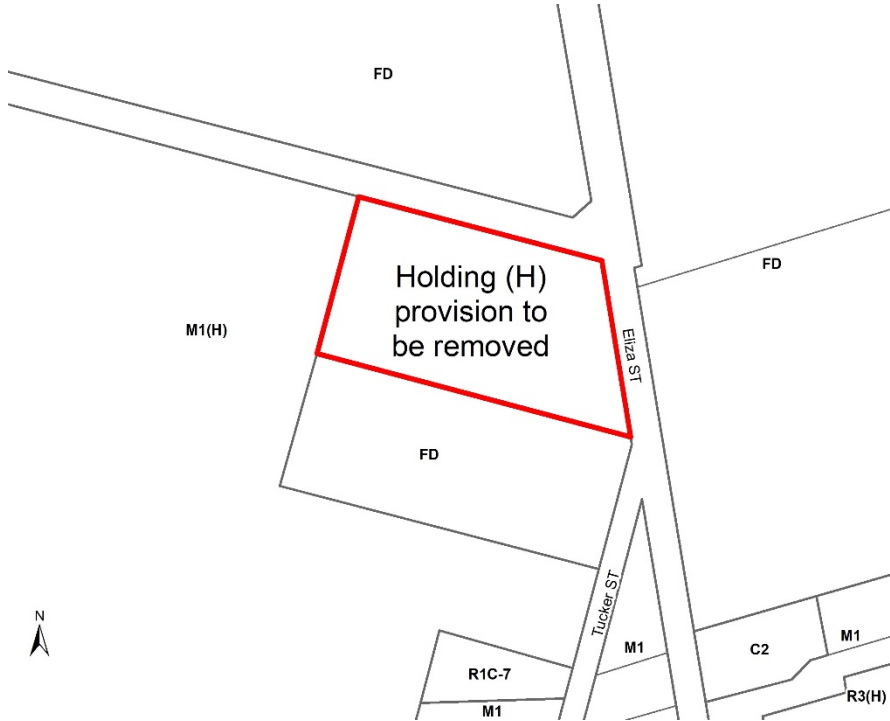
KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 099-19

SCHEDULE "A"

This is Schedule "A" to By-law 099-19



Rezone from Industrial Holding M1 (H) to Industrial M1

Passed this 4th day of November 2019

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 099-19

LOCATION

The property subject to the proposed amendment is legally described as Plan Crown Survey, Part Park Lots 1 and 2, S Macaulay St, RP61R-20566, Part 1, and is municipally known as 510 Eliza Street, Arthur. The property is approximately 2 ha (5 ac) in size.

PURPOSE AND EFFECT

The purpose of the amendment is to remove the holding symbol from the subject lands to permit the construction of a new shop for the proposed contractor's yard. The Holding Symbol has been applied to the property in order to provide Council with an opportunity to ensure that sufficient municipal water and sewer capacity is available for the use. Once the Holding symbol has been removed, the regulations of Industrial Zone M1, and all other applicable regulations of the Township of Wellington North Zoning By-law 66-01, shall apply to the subject land.

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

Members Present:

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

Staff Present:

Chief Administrative Officer:	Michael Givens
Deputy Clerk:	Catherine Conrad
Director of Finance:	Adam McNabb
Director of Operations:	Matthew Aston
Chief Building Official:	Darren Jones
Senior Planner:	Michelle Innocente

CALLING TO ORDER - Mayor Lennox**DISCLOSURE OF PECUNIARY INTEREST**

None

OWNERS/APPLICANT

Erla & Marvin Bauman

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Part Lot 18, Concession 10, and is Municipally known as 8949 Concession 11, Registered Plan No. 61R-9990, Part 2, Geographic Township of Arthur. The property is approximately 37.37 ha (92.34 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands to permit a dog kennel. The lands are currently zoned Agricultural (A) and are occupied by a single dwelling, barn and sheds. The applicants are proposing to remove two existing sheds and construct a new 197.3 m² (2124 ft²) accessory structure for the dog kennel. Additional relief may be considered at this meeting.

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 30th, 2019.

PRESENTATIONS

- Michelle Innocente, Senior Planner, County of Wellington, Township of Wellington North
 - Planning Report dated October 15, 2019

Planning Opinion: This zone amendment will rezone the property to permit a dog kennel to operate on a site specific basis on the subject lands. This amendment is required as the current by-law restricts the use in all zones unless specifically permitted by an amendment. The amendment is also required to comply with the Kennel Licencing process outlined in the Township's Kennel License By-law.

Planning Staff generally have no concerns with the rezoning application to permit a kennel on the property. Under the Township Kennel Licensing By-law, the applicant will have to submit a detailed site plan showing how outdoor access will be provided to the dogs to the satisfaction of the Township.

BACKGROUND

In 2018, the applicants submitted a zoning by-law amendment application to permit a dog kennel on the second floor of an existing bank barn on the subject lands. Council denied the application.

The applicants are proposing a new building for a kennel in this current application.

INTRODUCTION

The property subject to the proposed amendment is described as Part Lot 18, Concession 10, Geographic Township of Arthur, with a civic address of 8949 Concession 11 and is approximately 37.37 ha (92.34 ac) in size.

PROPOSAL

The purpose of the application is to rezone the subject lands to permit the operation of a dog kennel within a new 197 m² (2,124 ft²) accessory structure. The applicant has indicated that they are proposing to remove two existing sheds in order to locate the new structure in that location. The property is currently occupied by a dwelling, barn and accessory buildings.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located within a PRIME AGRICULTURAL area. Section 2.3.3.1 of the PPS states "In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses".

"Proposed agriculture-related and on-farm diversified uses shall be compatible with, and shall not hinder surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objective."

GROWTH PLAN

The Growth Plan for the Greater Golden Horseshoe (GGH) provides growth management policy direction for the GGH, which includes Wellington County. All planning decisions are required to conform to the applicable policies and provisions of the Growth Plan. We are satisfied that the policies in the Growth Plan have been met and the proposed development generally conforms to the Growth Plan.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS within the County Official Plan. Identified features include wetlands, provincially significant wetlands and significant wooded area. Kennels are considered a permitted use within the Prime Agricultural area under Section 6.4.3 of the Plan. The location of the proposed kennel is well removed from the Core Greenland and Greenland features on the property.

ZONING BY-LAW

The subject lands are zoned Agricultural (A). Section 6.5 of the by-law states:

"...a kennel is a restricted use in all zones within the Township of Wellington North. Kennels are prohibited uses unless specifically permitted by an amendment to this By-law. Where specifically permitted by an amendment to this By-law, no land, building or structure shall be used for a kennel, unless the land, building and structure is in compliance with the approved By-Law to regulate and provide for the keeping, control and licensing of dogs within the Township of Wellington North."

An amendment to the zoning by-law is required to permit a kennel on the subject property.

KENNEL LICENSING

The Township has recently updated the Kennel Licensing By-law (046-17), being a By-law to regulate and provide for the keeping, control and licensing of dogs within the Township of Wellington North. This by-law sets out a number of requirements and standards for kennel operations. Operators must apply for and obtain a license from the Township.

Under the Kennel Licensing By-law, a kennel may only be permitted on a property that is within an Agricultural zone and has a minimum lot area of 25 acres. The proposed kennel appears to meet the minimum eligibility requirements set out in the kennel by-law as the applicant's property is located within the agricultural area (zoned Agricultural (A)) and the property is 92.34 acres in size.

The applicants have indicated that the kennel will be located within a new 197 m² accessory building. Section 2.9.7 of the Kennel Licensing By-law requires that "*access to a fenced area to the outside that permits the animals to access the outside area and return to the inside area on its own accord*" be provided. The sketch provided by the applicant indicates a proposed location for the dog run.

Finally, Section 2.19 of the Kennel Licensing By-law outlines that a kennel shall not be located less than 150 m (492 ft) of any adjacent house or livestock barn. The proposed kennel is to be located approximately 322 m (1,056 ft) from the closest neighbours dwelling and 343 m (1,125 ft) from the closest barn housing livestock and 260 m (853 ft) from the closest vacant lot.

PLANNING CONSIDERATIONS

Compatibility

The subject property is located on a farm and is surrounded by agricultural uses. The farm parcel located at 8970 Concession 11 across from the subject lands contains a dwelling that is approximately 322 m from the proposed kennel and a barn that is approximately 343 m from the proposed kennel. The rural residential parcel located at 7038 Sideroad 7 W contains a dwelling that is approximately 426 m from the proposed kennel. The vacant lot located at 8935 Concession 11 is approximately 260 m from the proposed kennel. Section 2.26 of By-law 046-17 (Township Operation and Licensing of Kennel By-law) states the following with respect to setbacks:

No person shall own or operate a kennel or facility or structure used in connection with the kennel and established before the passage of this bylaw, located less than 150 metres (492 feet) of any adjacent property owners habitable building or buildings for the keeping of livestock.

The setbacks exceed the minimum 150 metres required by By-law 046-17.

The applicant is proposing that the kennel house a maximum of 25 dogs. The applicant will be required to provide a detailed site plan as part of the kennel license application. This site plan will need to include an outdoor fenced area for the animals to access on their own accord.

Draft Zoning By-law

A draft zoning by-law amendment has been attached to this report for public review and Council's consideration which introduces a site specific exception permitting a kennel on the subject lands.

CORRESPONDENCE FOR COUNCIL'S REVIEW

- Terence Rothwell
 - Letter dated October 15, 2019 (Objection)
- Terence Rothwell
 - Letter dated June 2, 2018 (Objection)
- Lois McGinn & Bryan Kramer
 - Email dated October 20, 2019 (Objection)

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 Applicants, Marvin and Erla Bauman, were present to answer questions regarding their application. They stated that the kennel will be far away from neighbouring houses, the dogs will be controlled, and an inspection will be done by the Inspector.

Terence Rothwell, 8927 Concession 11, referred to the correspondence he submitted and stated that there is no grievance with the applicants; however, he would have liked to have a conversation with them regarding their proposal. He and his family are strong proponents of farming, diversification, prosperity and the need to offset farm income. Mr. Rothwell would endorse a legitimate secondary use on a small scale. This proposal would be disruptive, farm hindering and affect neighbours. He would like to stop the conflict before it starts.

Nigel Brown, owner of the vacant lot at 8935 Concession 11, commented that he and his wife plan to build a home and move there someday. He spends quite a bit of time there and frequently notices the applicant's dogs on his property and can hear dogs barking. If the applicant is managing the dogs appropriately there would be nothing wrong with the proposal; however, the dogs are not being managed now and he is concerned about what will happen when there are twenty-five dogs there.

Mr. Bauman explained that they have a farm dog that runs with the tractor and suggested they could destroy the dog, so he doesn't run and disturb the neighbours.

COMMENTS/QUESTIONS FROM COUNCIL

Councillor McCabe inquired how many kennels are in Wellington County. Senior Planner, Michelle Innocente stated that the number of kennels in the County is unknown. Most municipalities in the County are similar in respect to licensing and planning; with kennels being a permitted use in prime agricultural zones.

Councillor McCabe asked Mr. Brown if it is his opinion that there are already dogs on the property. Mr. Brown confirmed that he believes there are already dogs there.

Councillor Burke questioned who would be inspecting kennels now that the Township has changed how dog licencing is done. CAO, Michael Givens responded that inspections would remain the same.

Councillor Burke stated that she understands there are already dogs there and that two buildings will be taken down to allow for the building of the kennel. She questioned the Applicant as to experience in opening a kennel and if they understood the steps outlined in the kennel by-law to qualify for licencing. The Applicants responded that they understand the by-law and they currently have three dogs.

Councillor Burke further questioned the applicants background in managing a breeding facility. The Applicants stated that they have always had a few dogs. The kennel will be inspected. They will have control over the noise with a curtain that can be pulled up and there will be another building beside it to muffle the noise. They are not concerned with noise issues.

Councillor Hern asked why a conversation with the neighbours to discuss the proposal has not happened and how they intend to keep the dogs from barking. The Applicant responded that they did not know this would be an issue with the neighbours; but, they are willing to talk to the neighbours. The dogs will be locked in at night so barking won't be an issue.

Councillor Yake stated that he would prefer the applicants discuss the proposed location and design with the neighbours before Council moves forward. No one wants to see their dog put down; the first line in Mr. Rothwell's letter states he wants to be a good neighbour and hopes the applicants have the same intention. Councillor Yake asked which way the runs will face.

The Applicants responded that the runs are planned to face the south to get more sun; but he could move them to the other side if required.

Mayor Lennox stated that concerns have been raised regarding noise and housing. He asked the Applicants if they had reviewed the Kennel by-law, which is extensive, and if he understood that if there is a complaint the inspector could investigate, and the licence could be revoked. The Applicants stated that the by-law was reviewed with the inspector and they understood the licence could be revoked if complaints are received.

Mr. Rothwell commented that the Animal Control Officer stipulated that the extensive best practices of the Canadian Veterinary Medical Association be followed; which require that dogs have access to a run at all times. He does not want to see the dog needlessly put to death. Mr. Rothwell stated that this will not be an easy decision for Council. He would prefer that discussion be kept to technical grounds and maintain a positive tone to work this out.

Mr. Brown stated that it is was not necessary to talk with the applicant. There is already an issue with noise and animals, and he does not feel confident that there won't be future issues. There is a problem now with three dogs. Having more dogs will affect the enjoyment of his property. The value of his property could be affected as nobody is going to buy a property next to twenty-five dogs.

ADJOURNMENT

RESOLUTION: 008-2019

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Public Meeting of October 21, 2019 be adjourned at 7:37 p.m.

CARRIED

DEPUTY CLERK

MAYOR

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

Members Present:

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

Staff Present:

Chief Administrative Officer: Michael Givens
Deputy Clerk: Catherine Conrad
Director of Finance: Adam McNabb
Director of Operations: Matthew Aston
Chief Building Official: Darren Jones
Senior Planner: Michelle Innocente

CALLING TO ORDER – Mayor Lennox**ADOPTION OF THE AGENDA**

RESOLUTION: 2019-307

Moved: Councillor Burke

Seconded: Councillor McCabe

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

DISCLOSURE OF PECUNIARY INTEREST none**O ' CANADA****RECESS TO MOVE INTO PUBLIC MEETING**

RESOLUTION: 2019-308

Moved: Councillor McCabe

Seconded: Councillor Hern

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

CARRIED

RESUME REGULAR MEETING OF COUNCIL 7:37

RESOLUTION: 2019-309

Moved: Councillor McCabe

Seconded: Councillor Yake

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

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

RESOLUTION: 2019-310

Moved: Councillor McCabe

Seconded: Councillor Yake

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 deferred pending applicant request following consultation with neighbouring property owners. (Part Lot 18, Concession 10, Geographic Township of Arthur, civic address of 8949 Concession 11 – Erla and Marvin Bauman)

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- Public Meeting, October 7, 2019
- Regular Meeting of Council, October 7, 2019

RESOLUTION: 2019-311

Moved: Councillor Hern

Seconded: Councillor McCabe

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

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL - None

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2b, 2c, 4b, 6a, 6b, 7a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2019-312

Moved: Councillor Yake

Seconded: Councillor Hern

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.

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

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.

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.

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

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

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

CARRIED

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2019-313

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of Township of Wellington North defer 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) pending correction of the Reference Plan number.

CARRIED

RESOLUTION: 2019-314

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

RESOLUTION: 2019-315

Moved: Councillor Yake

Seconded: Councillor Hern

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

CARRIED

RESOLUTION: 2019-316

Moved: Councillor Burke

Seconded: Councillor McCabe

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.

CARRIED

RESOLUTION: 2019-317

Moved: Councillor Hern

Seconded: Councillor Yake

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.

CARRIED

RESOLUTION: 2019-318

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

NOTICE OF MOTION - none

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor McCabe commented that he and other members of Council and staff toured Musashi Auto Parts prior to the Arthur & District Chamber of Commerce AGM on October 17. He was impressed with the high level of technology used at the plant. The Arthur & District Chamber of Commerce Annual General Meeting was well attended.

Councillor Hern announced that Musashi Auto Parts made a \$10,000. donation to the Arthur BMX/Skateboard Park project.

Councillor Yake thanked staff members Norm McLellan and Dave Ferrier for coming out after hours to repair a broken window at the Mount Forest Archives.

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

RESOLUTION: 2019-319

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 093-19 be deferred.

CARRIED

CONFIRMING BY-LAW NUMBER 095-19

RESOLUTION: 2019-320

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

ADJOURNMENT

RESOLUTION: 2019-321

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Regular Council meeting of October 21, 2019 be adjourned at 7:59 pm.

CARRIED

DEPUTY CLERK

MAYOR



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of November 4, 2019

From: Karren Wallace, Director of Legislative Services/Clerk
Dale Small, Economic Development Officer
Mandy Jones, Community Recreation Coordinator
Chanda Riggi, Human Resources Manager

Subject: REPORT CLK 2019-033 Being a Report on Wellington North Volunteer Strategy, working with the People and Information Network

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive Report CLK 2019-033 being a report on Wellington North Volunteer Strategy working with PIN;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into an agreement with The People and Information Network (PIN) for the purpose of completing a Volunteer Engagement Project.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2019-028 Wellington North Volunteer Strategy

BACKGROUND

During the Council Open Forum at the July 8, 2019 meeting, staff were directed to give consideration to a volunteer recognition program and report to Council with costing and ideas as to how the Township can support a recruiting process. On August 12, 2019, a staff report was presented to Council, where staff received direction to connect with the People and Information Network (PIN) of Guelph.

On September 12, 2019 the staff project team met with the People and Information Network Executive Director Christine Oldfield and Program Coordinator Emily Vincent with a focus on discussing;

1. Volunteer Engagement, Recruitment & Retention;
2. Volunteer Management and Succession Planning Initiatives; and
3. A Volunteer Recognition Program.

In order to have a better understanding of the volunteer dynamic in our municipality and the level of support our community organizations and service groups would like, it was suggested that a survey and focus group study be undertaken. The results of the data collected will draw out potential next steps regarding the three areas of focus noted above.

The People and Information Network Proposal, September 27, 2019

The People and Information Network proposes to collect information through a combination of a facilitated focus groups (with volunteers and organizations that support volunteers) and individual surveys. This 360-degree feedback will provide the Township with useful information and a better understanding of the dynamics of volunteer engagement in the Township of Wellington North.

The proposal also includes an engagement event to present the results of the research that will allow an opportunity to discuss both the current state of volunteering and volunteer engagement in the Township. This dialogue will help to identify the potential for greater and deeper volunteer involvement as well as the potential for a more coordinated effort by service providers, volunteers and the municipality to create an environment in which everyone is working towards the same goals.

The following is the proposed timeline for the project:

November	Promotion of the Volunteer Strategy and Study
November/December	Survey and Focus Groups
January	Survey Focus Group Analysis
February	Report, Presentation and Engagement Event

A copy of the proposal is attached to the by-law in this agenda.

FINANCIAL CONSIDERATIONS

Should Council enter into a contract with the People and Information Network to support in the data collection phase of the volunteer engagement project, there will be a \$5,500.00 cost.

Ongoing funding for 2020 and beyond will be considered and included in the annual operating budget process.

ATTACHMENTS

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:	Karren Wallace, Director of Legislative Services/Clerk Dale Small, Economic Development Officer Mandy Jones, Community Recreation Coordinator Chanda Riggi, Human Resources Manager	<i>Karren Wallace</i> <i>Dale Small</i> <i>Mandy Jones</i> <i>Chanda Riggi</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



Staff Report

To: Mayor and Members of Council Meeting of November 4, 2019
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: CLK 2019-034 Business Licensing Textile Waste Diversion

RECOMMENDATION

THAT Council of the Corporation of Wellington North receive for information report CLK 2019-034 being a report on Business Licensing Textile Waste Diversion.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2019-024 being a report on Amendments to the Business Licensing By-law

CLK 2016-024 being a report on Business Licensing

CLK 2016-038 being a report on business licensing restrictions

CLK 2016-039 being a report on Business Licensing by-law

By-law 058-16 as amended

BACKGROUND

In 2016 the municipality passed a business licensing by-law which was updated in early 2019.

One reason for the update to the by-law was news reports about the dangers of clothing bins. Canadian Press reported in January 2019 that since 2015, at least seven Canadians died after getting stuck inside clothing donation bins. The by-law clarified that only license charitable bins can be licensed as opposed to for-profit operations (Section 5.8 and 5.9 of the By-law)

An inventory of bins in the municipality found 14 unlicensed bins, all owned and operated by Textile Waste Diversion (TWD). Four of those bins showed a charitable organization named Canadian Community Support Foundation (CCSF) however that charity had its status revoked by the Canada Revenue Agency on October 20, 2018. Ten others have a charity with current status, however none of the 14 bins were licensed by the municipality. All of the bins are of wood construction which are not permitted under our licensing by-law.

Email exchanges with TWD have not resulted in them removing any of the bins, despite assurances they would, nor obtaining proper licenses. In September TWD forwarded a cheque of \$1,000.00 and paperwork for two licenses, however the applications are incomplete. One of the authorizations signed by the property owner agreeing to have a bin on their

property was undated, and the owner denies they provided that authorization to support a 2019 application by TWD.

Three bins were removed and disposed of by the Township of Wellington North and the cost for removal will be deducted from the \$1,000.00 submitted by TWD as an expense in being in compliance with the by-law in order to obtain proper licenses.

STATUS as of October 29, 2019

OWNER	# bins	LOCATION	CHARITY	LICENSED	DETAIL	STATUS
*TWD	1	165 George Street, Arthur	Bee City	NO	Foodland	removed
*TWD	1	7498 Sideroad 7 West	CCSF***	NO	Road allowance	removed
*TWD	2	121 Main St S, Mt Forest	CCSF***	NO	Foodland	removed
*TWD	2	121 Main St S, Mt Forest	Bee City	NO	Foodland	removed
*TWD	1	7988 Wellington RD 109	Bee City	NO	LCBO	removed
*TWD	2	504 Main St N Mt Forest	Bee City	NO	No Frills	removed
*TWD	2	504 Main St N Mt Forest	Bee City	NO	No Frills	removed
*TWD	1	480 Smith St. Arthur	Bee City	NO	Looney Tooney	removed
*TWD	1	7998 Wellington RD 109	Bee City	NO	Petro	removed
*TWD	1	7318 Sideroad 5 E	CCSF***	NO	National Coatings	removed
Not listed	2	504 Main St N Mt Forest	none listed	NO	No Frills	
		*Textile Waste Diversion				
		**National Diabetes Trust Corp.				
		***Canadian Community Support Foundation				

All fourteen bins have been removed, with the exception of two that were dropped off in October 2019 at No Frills in Mount Forest. These bins are identical to TWD bins, however there is no company name or charitable name on the bins. No Frills has been notified to remove the bins, totalling six bins they have removed at their expense since January 2019.

It should be noted that National Diabetes Trust Corp. licensed five bins in May 2019, three of which are located at No Frills in Mount Forest and two of which are at Home Hardware in Mount Forest and show the Diabetes Association as the benefitting charity.

Staff will continue to monitor unlicensed clothing donation bins in the municipality to ensure compliance with the by-law. Staff will work with property owners in issuing no trespass orders so that illegal dumping can be dealt with by the police through the Trespass to Property Act and could be subject to a fine of not more than \$10,000.00.

FINANCIAL CONSIDERATIONS

Considerable staff time has been spent in tracking these bins, removing them, corresponding with TWD and property owners.

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:

Karren Wallace, Director of Legislative
Services, Clerk

Karren Wallace

Recommended By:

Michael Givens, Chief Administrative Officer

Michael Givens



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, September 12, 2019
Subject: County Official Plan Review - Process and Key Phases

1.0 Purpose

The purpose of this report is to:

1. introduce County and local Councils to the process for the County Official Plan Review, which will address the requirements for a municipal comprehensive review (“MCR”) and a five-year review; and
2. provide an outline of key work plan phases.

2.0 Background

Since amalgamation in 1999, the County Official Plan has been the core-planning document that guides decision-making on long-term growth and development for the County and our member municipalities. The County Official Plan provides policies to ensure that:

- existing and future residents have an adequate supply and variety of jobs, homes, shopping, services, leisure activities, educational opportunities and cultural facilities; and
- people of the County enjoy clean air, clean water, healthy communities, natural heritage, cultural heritage, public health and public safety.

The Plan establishes the County’s goals and directions for land use planning and development based on a broad structure of urban, rural and greenlands systems. The urban system is the focus for growth, the rural system is the focus for resource activities, and the greenlands system is the focus for protection of the natural environment.

2.1 Keeping the Official Plan Current

The basic framework of the Official Plan has been in place for 20 years and Council has revised the Plan regularly to respond to changing needs and policy directions. Figure 1 identifies the three key ways for the County to review and amend the Official Plan to incorporate policy updates.

Figure 1 Approaches for County-Initiated Policy Updates



The Planning Act requires municipalities to keep their official plans up to date every five years to ensure that the Plan:

- conforms, or does not conflict with provincial plans (the Growth Plan for the Greater Golden Horseshoe and Greenbelt Plan in Wellington);
- has regard to the matters of provincial interest listed in section 2 of the Act; and
- is consistent with the provincial policy statement.

The County completed the last 5-year review in 2014.

The Province has also defined a process for bringing an official plan into conformity with aspects of the Growth Plan termed a “municipal comprehensive review” (“MCR”). This is unique to the Growth Plan and is associated with its own deadline.

It is also possible for the County to update official plans to address specific policy matters through a 5-year review or as standalone official plan amendments. Some recent examples of standalone amendments in Wellington include updated policies for Community Improvement Areas, Source Protection Plans and second units.

The top priority for the County is to move forward with the MCR, however, the Plan is also out of date with the 2014 PPS, 2017 Greenbelt Plan and other amendments to the Planning Act. Under subsection 26(2) of the Act, Council has discretion to complete the MCR as a separate exercise, or combine it with a 5-year review.

2.2 Municipal Comprehensive Review

Staff reported to Planning Committee in June about the new Growth Plan for the Greater Golden Horseshoe (“Growth Plan”) released by the Province. The 2019 Growth Plan carried over the requirement to complete a municipal comprehensive review by mid-2022 to bring Official Plans into conformity with the Growth Plan. The Growth Plan defines a municipal comprehensive review as:

“A new official plan, or an official plan amendment, initiated by an upper- or single-tier municipality under section 26 of the Planning Act that comprehensively applies the policies and schedules of this Plan.”

County Staff will approach the MCR in a collaborative manner with municipal input.

The County Official Plan is currently up to date with June 2013 amendments made by the Province to its growth forecasts and to extend the forecasts to 2041 in the Growth Plan. To do so, the County retained Watson & Associates to extend the County forecasts to 2036 and 2041, and allocate the updated Growth Plan forecast to local municipalities and then to urban centres for residential growth. In May 2015, County Council received the growth forecast update report from Watson & Associates, and directed staff to circulate the amendment to local municipalities for comment. Staff revised the draft Official Plan Amendment to reflect a number of comments received.

In 2016, County Council adopted the current County Official Plan forecasts and they came into effect in 2017 (by Ontario Municipal Board settlement). This Official Plan Amendment (OPA 99) brought the Plan into conformity with and allocated the forecasts in the Growth Plan. By 2041, the County is forecast to accommodate a population of 140,000 residents and 61,000 jobs. This represents an almost 50% increase of the County’s 2016 population of 95,805 and a 50% increase of the County’s 40,070 jobs. Since the approval of OPA 99, Statistics Canada released

the 2016 Census, and the Province released an updated Growth Plan in 2017 and a series of guidance documents for implementation (Figure 2). These documents present information, technical criteria and approaches.

Figure 2 Current Status of Provincial Guidance Documents

Final Documents	Draft Documents
Land Needs Assessment methodology	Municipal Comprehensive Review process
Agricultural System implementation	Application of the Intensification and Density Targets
Natural Heritage System implementation	Agricultural Impact Assessment

It is our understanding that the Province intends to update some of the guidance documents to align with the 2019 Growth Plan and staff will monitor the status of these documents as we move forward with the MCR.

The Growth Plan also requires municipalities to complete various background studies and analysis through the MCR process in order to demonstrate conformity with provincial policies, including (but not limited to) the following:

- A hierarchy of settlement areas and of strategic growth areas within them, across the County
- Servicing
- Land needs assessment
- Strategies to address intensification, employment, housing, excess lands, climate change, Indigenous consultation, etc.
- Transportation
- Agricultural System and Natural Heritage System mapping and policy direction

We have been told by Ministry of Municipal Affairs and Housing staff that the growth allocations made through OPA 99 will be subject to further review through the MCR (as they were not subject to the standardized land needs assessment methodology at that time). The Planning and Development Department maintains employment and residential land inventories in a geographic information system. As these inventories are an important input to land needs assessment, planning staff started work to update the inventories in June 2019.

The MCR will be a complex undertaking and staff anticipates the process will take at least two years to complete.

2.3 5-Year Review

There have been a number of significant provincial policy initiatives and other matters that will directly affect the 5-year review exercise, including:

- Greenbelt Plan, 2017
- Provincial Policy Statement, 2014 (currently under review)
- Significant amendments to the Planning Act through:
 - Bill 73, the Smart Growth for Our Communities Act, 2015
 - Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017
 - Bill 34, Green Energy Repeal Act, 2018
 - Bill 108, the More Homes, More Choice Act, 2019
- Updates to Source Water Protection Plans

There are also County initiatives that will help inform the 5-year review, including the following:

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

The 5-year review process will seek to incorporate the relevant policies and directions from these and other documents from the standpoint of land use planning and development policy.

2.4 Approval Process

The MCR and 5-year review will lead to the preparation of an Official Plan Amendment in accordance with section 26 of the Planning Act.

Once a final draft of the County Official Plan Amendment is completed, the Province requires it to be forwarded to them not less than 90 days prior to notice being given for the statutory public meeting. Once County Council adopts the Amendment, the Province will have 210 days to render its decision.

The MCR and 5-year review have two important differences from other amendments to the Official Plan as they both require the following:

- provincial approval; and
- an open house/special meeting of Council.

The decision of the Province is non-appealable.

3.0 Work Plan

The County will:

- manage the overall project in-house
- hire consultants to undertake specific components of the review
- work in consultation with local municipalities, Indigenous communities, members of the public, agencies and other key stakeholders
- prepare an overall communications and engagement plan including a dedicated page on the County's website and provide required updates to the content
- follow the required Planning Act process of consultation after the MCR and 5-year review has concluded

County planning staff will report to County Council periodically and seek direction at key decision-making points to scope further work. The timeline below identifies the broad phases and components of the MCR and 5-year review process (Figure 3).

Figure 3 County Official Plan Review Phasing
Joint MCR and 5-year Review

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

*NOTE: County staff has commenced work to update employment and residential land inventory updates

Staff are considering a combined MCR and 5-year Review process to complete the Official Plan Review. The Planning Act also allows municipalities to implement new policies through standalone amendments. The main advantage of the combined process is to engage the public, Council and other stakeholders more efficiently and effectively. We will monitor our approach (phasing) in light of any shifting provincial, County and local priorities and make changes as necessary.

Recommendations

That the report “County Official Plan Review – Process and Key Phases” be received for information and forwarded to member municipalities.

That the Director of Planning and Development be authorized to proceed with the County Official Plan Review.

Respectfully submitted,



Sarah Wilhelm, BES, MCIP, RPP
Manager of Policy Planning



B. M. ROSS AND ASSOCIATES LIMITED

Engineers and Planners

Box 1179, 206 Industrial Drive
 Mount Forest, ON, Canada N0G 2L0
 p. (519) 323-2945 • f. (519) 323-3551
www.bmross.net

File No. 05114

October 24, 2019

BY EMAIL ONLY

Darren Jones, CBO

Township of Wellington North
 7490 Sideroad 7 W, PO Box 125
 Kenilworth, ON, N0G 2E0

**Re: Eastridge Landing Subdivision (Arthur) – Phase II
 (Schmidt Drive lots south of Eastview Drive)
 Final Acceptance for Stage 4 and Release of Securities**

The purpose of this letter is to provide you with a status report on the servicing of Phase II of the above subdivision, based on a request from the Developer's Engineer that Final Acceptance be granted for Stage 4 and all remaining securities be released. Please refer to the enclosed October 21, 2019, K. J. Behm & Associates Inc. correspondence.

Preliminary and Final Acceptances of various Stages of Phase II

By resolutions passed at the March 21, 2011, and April 11, 2018, Council meetings, the following has already been approved by the Township for Phase II of this subdivision (*see Term 4.1 of the Subdivision Agreement for the definition of the Stages of Construction and Services*):

- Preliminary Acceptance for Stages 1 & 2, effective February 15, 2011.
- Preliminary Acceptance for Stage 3, effective December 6, 2011.
- Preliminary Acceptance for Stage 4, effective October 31, 2017.
- Final Acceptance for Stages 1, 2 & 3, effective April 11, 2018.

At the request of the Developer, a site meeting was held on October 7, 2019, with representatives of the Developer and Township present, to review the condition of Stage 4 works (e.g. surface lift of asphalt; sidewalk; boulevards). The condition of the Stage 4 works was deemed to be satisfactory, and there were no deficiencies identified that need to be addressed by the Developer. Therefore, the Township could grant Final Acceptance of the Stage 4 works for Phase II of this subdivision after the expiry of the two-year maintenance period, which ends on October 31, 2019. This will be the Final Acceptance for the entirety of Phase II municipal infrastructure, and thereafter the Township will become fully responsible for the maintenance of these assets.

Z:\05114-Well_North-Eastridge_Landing-Arthur\Projects\05114-19Oct24-Phase2-Darren-WN-Let.docx

It is noted that the Developer has made a number of engineering submissions for Phases III/IV of this subdivision, which had received Draft Plan 23T-13001 approval on February 26, 2016. It is now the intention of the Developer, with Township staff support, to develop Park Block 41 (grading, drainage, fencing) as part of Phase III/IV, and the future Subdivision Agreement for the future phases of development will incorporate terms requiring the completion of the parkland works. This means the current Subdivision Agreement terms related to the servicing of this parkland will become obsolete. Our recommendation for granting Final Acceptance for Phase II is based on our understanding that this is acceptable to the Township.

Securities for Phase II

The Developer has requested release of the remaining securities being held for Phase II. Subject to Council granting Final Acceptance of Stage 4, we recommend release of the remaining \$54,466.00 securities. It is noted that most of this is pertaining to incomplete Park Block 41 work. The intention is to require securities for that parkland work as part of the future Phase III/IV Subdivision Agreement securities amount.

An October 24, 2019, Statutory Declaration Re: Payment of Accounts was submitted to you by the Developer.

Summary

Based on information provided to us by the Developer's Engineer and the results of an October 7, 2019, site review meeting, it is our opinion the Council of the Corporation of the Township of Wellington North could pass the following resolution, after October 31, 2019:

THAT the Council of the Corporation of the Township of Wellington North grants 2073022 Ontario Inc. (James Coffey) a Certificate of Final Acceptance for Stage 4 of Phase II of the Eastridge Landing Subdivision in the community of Arthur.

AND FURTHER, that the Council of the Corporation of the Township of Wellington North grants to 2073022 Ontario Inc. (James Coffey), for the Eastridge Landing Subdivision in the community of Arthur, a final release of all remaining Phase II securities, in the amount of \$54,466.00, less any outstanding accounts that may be owing related to Phase II of the Eastridge Landing Subdivision.

If you have any questions, please contact us.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per



 Frank Vanderloo, P. Eng.

c.c. Ken Behm, P. Eng.
 Jim Coffey, 2073022 Ontario Inc.



Staff Report

To: Mayor and Members of Council Meeting of November 4th, 2019
From: Dale Small,
Economic Development Officer
Subject: EDO 2019-028 Community Improvement Program

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive the Economic Development Officer report EDO 2019-028 being a report on the Community Improvement Program;

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

- \$1,198 grant for signage to The Bunker Sports Bar soon to be open at 392 Main Street North Unit 9 in Mount Forest,
- \$2,500 grant for improvements to the building at 257-265 Main Street South in Mount Forest location of the Knotty Pine & Moose Mountain
- \$1,213 grant for improvements to Epoch's Garage at 9128 Highway 6 in Kenilworth

AND FURTHER THAT Council approve the following funding under the Downtown Revitalization Blade Signage Grant Program:

- \$ 368 grant for Blade Signage to Be Sure Financial in Arthur

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

Since 2012 our Community Improvement Plan (CIP) has enabled the Municipality to provide grants to individuals, businesses, organizations, etc. who are making improvements to their buildings all in an effort to support revitalization and redevelopment activities in our community. In 2019, as part of the efforts of our Downtown Revitalization Committee's, a new program supporting the installation of Blade Signage has also been initiated.

To date, including these four requests, eighty-six applicants have submitted applications for funding. The total dollar value of the overall improvements made in our Community as a result of these applications is conservatively estimated at \$1.4 million and of this amount 81% has

been covered by the applicants with the remaining 19% covered by grants/loans under the CIP or Downtown Revitalization Programs. Grant funding does not get advanced until completion of the project and all approvals expire if the project is not completed within 8 months.

This report contains four applications for approval. All applications are eligible as per our Community Improvement Guidelines and all have been reviewed and are recommended for approval by the Community Improvement Program Review Panel (CIPRP).

A brief overview of the applications follows:

1. Application from Clint Baker and Bill Torek, co-owners of **The Bunker Sports Bar & Golf Simulators** soon to open at 392 Main Street North Unit 9 in Mount Forest. \$1,198 in eligible expenses relate to the installation of signage and other minor exterior building improvements.

Renovations to the building are currently nearing completion and the owners expect the website to be operational within the next few weeks & opening to take place shortly thereafter.



Exterior Sign

2. Application from Erin Fryer, Secretary of **2692124 Ontario Ltd** the owners of the building at 257 & 265 Main Street South in Mount Forest home to Knotty Pine Dry Goods and Moose Mountain. \$2,500 in eligible expenses relate to the replacement of a damaged main entryway door as well as painting of the exterior of the businesses.

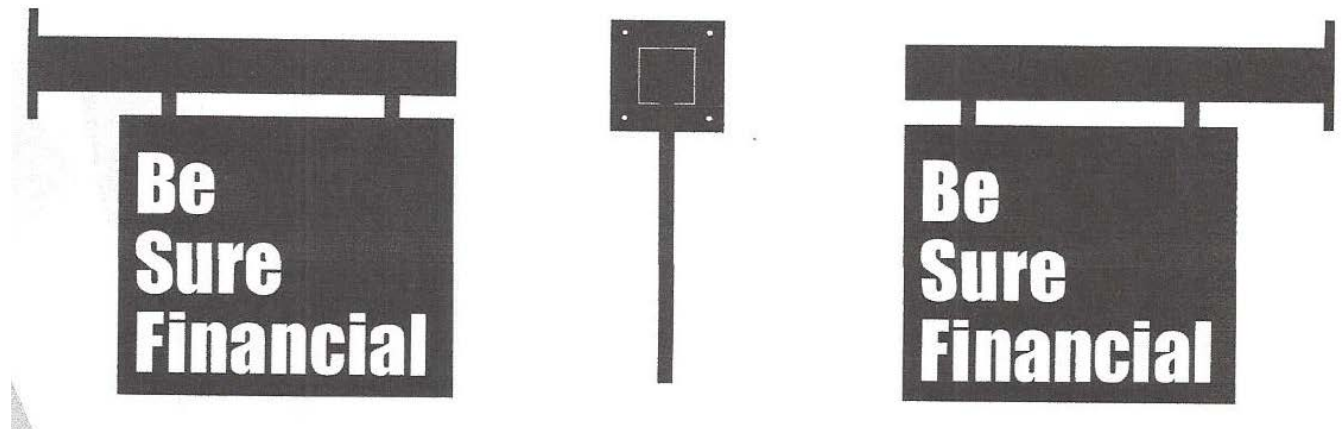
This application was received on October 3rd and the expectation is for the improvements to be made before year-end.

3. Application from Tim Epoch, owner of Epoch's garage in Kenilworth. \$1,213 in eligible expenses relate to the removal and replacement of an exterior door.



4. Application from Bonnie McIntosh owner of Be Sure Financial in Arthur. Application is to cover 75% of the cost to install Blade Signage at 149 George Street in Arthur.

OPTION 1



A copy of the applications and decision matrix used to review and decision each applicant is held on file by the EDO and are available to council upon request.

FINANCIAL CONSIDERATIONS

In 2019 **\$25,000** in Community Improvement Program funding has been approved in the Economic Development Operating budget and an additional **\$15,000** has been approved from the Wellington County BR+E Implementation Fund.

Additional funding up to \$10,000, to support Blade Signage, has also been approved within our Main Street Revitalization Program.

Including these applications, YTD, council have approved **\$82,687** in funding. Of this amount:

- \$30,000 is not expected to be advanced in 2019 and where appropriate will be included in future years funding. Some of these approvals will also expire and the applicants will need to reapply for funding.
- \$ 5,285 is for Blade Signage & funding will come from the Main Street Revitalization Program
- \$42,402 in grants will be covered from the EDO budget and BR+E Implementation funding
- \$ 5,000 was advanced as loans, to be repaid over the next five years

ATTACHMENTS

Attachment A provides a Year over Year investment recap since the start of the program in 2012. By far 2019 has been the most popular year for the program and some of this popularity is as a result of the efforts of the Downtown Revitalization Committee specifically as it relates to Blade Signage.

As part of the 2020 budget process additional funding will need to be allocated to the Community Improvement Program if council want to continue to support all eligible applications.

STRATEGIC PLAN 2019 – 2022

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

XX Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

XX Partnerships

Municipal Infrastructure

XX Alignment and Integration

Prepared By: Dale Small, Economic Development Officer *Dale Small*

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

Year over Year Investments versus Total Value of Improvements

<u>YEAR</u>	<u>NUMBER OF APPLICANTS</u>	<u>MUNICIPAL APPROVAL</u>	<u>AMOUNT ADVANCED</u>	<u>APPLICANT CONTRIBUTION</u>	<u>EST. \$ VALUE OF IMPROVEMENTS</u>
2012 Totals	(4 applicants)	\$9,715	\$ 7,500	\$ 39,722	\$ 49,437
2013 Totals	(4 applicants)	\$11,400	\$ 10,778	\$ 18,910	\$ 30,310
2014 Totals	(9 applicants)	\$26,195	\$ 25,247	\$ 62,098	\$ 88,293
2015 Totals	(7 applicants)	\$26,050	\$ 26,050	\$ 57,960	\$ 84,010
2016 Totals	(9 applicants)	\$20,299	\$ 18,358	\$ 61,538	\$ 81,837
2017 Totals	(12 applicants)	\$52,757	\$ 50,257	\$197,305	\$250,062
2018 Totals	(11 applicants)	\$46,246	\$ 35,880	\$191,645	\$237,891
	<u>58 Applicants</u>	<u>\$192,662</u>	<u>\$174,070</u>	<u>\$629,178</u>	<u>\$821,840</u>
2019 totals	28 applicants	\$82,687	\$52,239	\$523,397	\$606,084
forecast to be advanced in 2020			\$20,000 - \$30,000		
	<u>86 Applicants</u>	<u>\$275,349 (19%)</u>	<u>\$256,309</u>	<u>\$1,152,575 (81%)</u>	<u>\$1,427,924</u>

10/30/19

Township of Wellington North
CHEQUE DISTRIBUTION REPORT
Payables Management

Cheque Number		74687 to 74797	
Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74697	10/18/19	2574574 Ontario Inc	\$82,109.04
74698	10/18/19	ADS Fire Service Pro Inc.	\$8,719.08
74699	10/18/19	ALS Laboratory Group	\$3,338.06
74700	10/18/19	Arthur Chamber of Commerce	\$125.00
74701	10/18/19	Arthur Cash & Carry	\$168.65
74702	10/18/19	Barclay Wholesale	\$159.90
74703	10/18/19	Bell Mobility	\$1,430.71
74704	10/18/19	Broadline Equipment Rental Ltd	\$4,556.99
74705	10/18/19		\$300.00
74706	10/18/19	Carson Supply	\$821.83
74707	10/18/19	Chalmers Fuels Inc	\$124.19
74708	10/18/19	Claussen Farms Custom Farming	\$20,605.03
74709	10/18/19	ClearTech Industries Inc.	\$259.15
74710	10/18/19	C-Max Fire Solutions	\$3,131.23
74711	10/18/19	Coffey Plumbing, Div. of KTS P	\$267.11
74712	10/18/19	Cotton's Auto Care Centre	\$169.44
74713	10/18/19	County of Wellington	\$1,395.40
74714	10/18/19	Dependable Emergency Vehicles	\$1,480.30
74715	10/18/19	Duncan, Linton LLP, Lawyers	\$5,086.17
74716	10/18/19	Frey Communications	\$30.50
74717	10/18/19		\$60.00
74718	10/18/19	Grand River Conservation Auth	\$1,212.45
74719	10/18/19	Human Response Monitoring Cent	\$339.00
74720	10/18/19		\$380.52
74721	10/18/19		\$375.00
74722	10/18/19	Municipal Information Network	\$977.45
74723	10/18/19	Landmark Municipal Services UL	\$3,164.00
74724	10/18/19	M & L Supply	\$576.24
74725	10/18/19	Maple Lane Farm Service Inc.	\$238.40
74726	10/18/19		\$340.00
74727	10/18/19		\$1,900.00
74728	10/18/19		\$44.00
74729	10/18/19	Minister of Finance Tile Drain	\$3,138.55
74730	10/18/19	Moorefield Excavating Limited	\$95,525.61
74731	10/18/19	North Wellington Co-op Service	\$683.88
74732	10/18/19	PepsiCo Beverages Canada	\$1,097.27
74733	10/18/19	Pine Corner Tree Farm	\$1,073.50
74734	10/18/19	Pryde Truck Service Ltd.	\$5,386.42
74735	10/18/19	Purolator Inc.	\$9.06
74736	10/18/19	ReeveScapes	\$1,084.80

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74737	10/18/19	Reeves Construction Ltd	\$874.08
74738	10/18/19	ROBERTS FARM EQUIPMENT	\$298.13
74739	10/18/19	Royal Bank Visa	\$1,438.78
74740	10/18/19	Saugeen Community Radio Inc.	\$1,374.08
74741	10/18/19	Shred All Ltd.	\$67.80
74742	10/18/19	Suncor Energy Inc.	\$2,528.96
74743	10/18/19	Telizon Inc.	\$742.06
74744	10/18/19	Teviotdale Truck Service & Rep	\$1,029.58
74745	10/18/19	TSC Stores	\$146.89
74746	10/18/19	Twp of Wellington North	\$404.97
74747	10/18/19	WALSH, JOHN CHARLES (Water Worx)	\$7,392.00
74748	10/18/19	Wellington Advertiser	\$364.43
74749	10/18/19	Wellington Comfort Systems Ltd	\$4,424.52
74750	10/18/19	Wellington North Power	\$2,286.95
74751	10/18/19	Wightman Telecom Ltd.	\$90.28
74752	10/18/19		\$275.00
74753	10/18/19	W. Schwindt & Sons Bldg Const.	\$84.75
74754	10/18/19	Yake Electric Ltd	\$3,410.36
74755	10/18/19		\$1,900.00
74756	10/22/19	Acapulco Pools Limited	\$667.00
74757	10/22/19	Andy's Mobile Lock Service Inc	\$846.37
74758	10/22/19	Arntjen Solar NA Inc	\$44,819.82
74759	10/22/19	Arthur Home Hardware Building	\$80.25
74760	10/22/19	B & B Custom Crushing	\$51,415.00
74761	10/22/19	Bluewater Chapter OBOA	\$290.00
74762	10/22/19	Broadline Equipment Rental Ltd	\$452.00
74763	10/22/19		\$800.00
74764	10/22/19	Canada's Finest Coffee	\$86.90
74765	10/22/19	CARQUEST Arthur Inc.	\$1,432.25
74766	10/22/19	Chalmers Fuels Inc	\$260.97
74767	10/22/19	Corporate Express	\$112.10
74768	10/22/19	County of Wellington	\$84.75
74769	10/22/19	Decker's Tire Service	\$1,028.30
74770	10/22/19	Dewar Services	\$444.28
74771	10/22/19	DocuSign Inc	\$4,388.40
74772	10/22/19		\$800.00
74773	10/22/19		\$1,980.30
74774	10/22/19	Hydro One Networks Inc.	\$938.44
74775	10/22/19	Ideal Supply Inc.	\$17.50
74776	10/22/19	Innovative Surface Solutions C	\$2,882.65
74777	10/22/19	John's Towing	\$56.50
74778	10/22/19		\$230.35
74779	10/22/19		\$800.00
74780	10/22/19	Maple Lane Farm Service Inc.	\$896.00
74781	10/22/19	Marquardt Farm Drainage Ltd	\$2,223.73
74782	10/22/19		\$800.00

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74783	10/22/19	Minister of Finance - Licences	\$3,960.00
74784	10/22/19	Minister of Finance - Misc	\$20.00
74785	10/22/19		\$200.00
74786	10/22/19	PACKET WORKS	\$226.00
74787	10/22/19	Perfectmind Inc	\$6,780.00
74788	10/22/19	Premier Equipment Ltd.	\$51.69
74789	10/22/19	REALTAX Inc.	\$581.95
74790	10/22/19	Reeves Construction Ltd	\$4,118.10
74791	10/22/19	Township of Southgate	\$3,600.00
74792	10/22/19	Union Gas	\$93.90
74793	10/22/19		\$62.08
74794	10/22/19	Wellington North Power	\$78,583.95
74795	10/22/19	Wightman Telecom Ltd.	\$176.44
74796	10/22/19		\$800.00
74797	10/22/19	Young's Home Hardware Bldg Cen	\$100.54
		TOTAL:	\$499,206.06



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council
Meeting of November 4, 2019

From: Adam McNabb, Director of Finance

Subject: Report TR2019-016 Being a report on the 2020 Ontario Municipal Partnership Fund (OMPF) Allocation

RECOMMENDATION

THAT Report 2019-016 being a report on the 2020 Ontario Municipal Partnership Fund (OMPF) Allocation be received for information.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

The OMPF is the Province's main transfer to municipalities. In 2020, the Province has reduced the OMPF funding by five (5) million with total allocation now equaling \$500 million, which will provide support to 389 municipalities across the province. The Province continues the review of this funding vehicle to ensure that it is sustainable and is more focused on northern and rural municipalities.

OMPF Review and Redesign

The OMPF was redesigned in 2014 following consultations with municipalities from across the province. A key component of the redesigned OMPF is that it better targets funding to northern and rural municipalities with challenging fiscal circumstances. Consultations with municipalities and the Association of Municipalities of Ontario (AMO) have continued over the past year and have focused on refining the program to ensure it meets the long-term priorities of municipalities.

2020 OMPF

Salient points of the 2020 program are as follows:

- Support municipalities with more challenging fiscal circumstances by maintaining the Northern and Rural Fiscal Circumstances Grant at \$89 million.

- Maintain the Northern Communities Grant component of the OMPF program at \$89M in 2020 recognizing the challenges of northern municipalities (the Township of Wellington North is not a recipient of this funding component).
- Maintain the Rural Communities Grant at \$150 million.
- The Assessment Equalization Grant component is providing \$149 million to support municipalities with limited property assessment (the Township of Wellington North is no longer a recipient of this funding component)
- Consistent with prior years, the Transitional Assistance component of the OMPF will ensure that the 2020 funding guarantee for municipalities in southern Ontario will be at least 85 per cent of their 2019 OMPF allocation.

FINANCIAL CONSIDERATIONS

The Township has been subject to a funding decrease of \$13,100 (1.01%) in OMPF funding over 2019.

The following chart provides the year-over-year change in each of the core grant components and Transitional Assistance:

	<u>2020</u>	<u>2019</u>	<u>Change (\$)</u>	<u>Change (%)</u>
Assessment Equalization Grant	-	-	-	
Northern Communities Grant	-	-	-	
Rural Communities Grant	961,100	961,300	(200)	-0.02%
Northern and Rural Fiscal Circumstances Grant	322,600	335,500	(12,900)	-3.85%
Transitional Assistance	-	-	-	-
Total OMPF	1,283,700	1,296,800	(13,100)	-1.01%

Additional details specific to the Township's 2020 allocation are outlined in the 2020 OMPF Allocation Notice from the Province (following this report).

ATTACHMENTS

- Township of Wellington North's municipal 2020 OMPF Allocation Notice, and applicable insert(s);
- The 2020 OMPF Technical Guide

STRATEGIC PLAN 2019 – 2022

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

Yes No N/A

Which priority does this report support?

- Modernization and Efficiency Partnerships
- Municipal Infrastructure Alignment and Integration

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

Ontario Municipal Partnership Fund (OMPF)
2020 Allocation Notice



Township of Wellington North
County of Wellington

2349

In 2020, the Province is providing the Township of Wellington North with \$1,283,700 in funding through the OMPF, which is the equivalent of \$251 per household.

A	Total 2020 OMPF	\$1,283,700
	1. Assessment Equalization Grant Component	-
	2. Northern Communities Grant Component	-
	3. Rural Communities Grant Component	\$961,100
	4. Northern and Rural Fiscal Circumstances Grant Component	\$322,600
	5. Transitional Assistance	-

B	Key OMPF Data Inputs	
	1. Households	5,120
	2. Total Weighted Assessment per Household	\$319,058
	3. Rural and Small Community Measure	100.0%
	4. Farm Area Measure	82.6%
	5. Northern and Rural Municipal Fiscal Circumstances Index	5.1
	6. 2020 Guaranteed Level of Support	90.3%
	7. 2019 OMPF	\$1,296,800

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2020 Allocation Notice

Township of Wellington North
County of Wellington

2349

2020 OMPF Allocation Notice - Line Item Descriptions

- Sum of 2020 OMPF grant components and Transitional Assistance, which are described in the 2020 OMPF Technical Guide. This document can be accessed on the Ministry of Finance's website at: <http://www.fin.gov.on.ca/en/budget/ompf/2020>
-
- A5** If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
-
- B1** Based on the 2019 returned roll from the Municipal Property Assessment Corporation (MPAC).
-
- B2** Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
-
- B3** Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2020 OMPF Technical Guide, Appendix A.
-
- B4** Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the enclosed Farm Area Measure Insert, and the 2020 OMPF Technical Guide, Appendix B.
-
- B5** Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCI Insert, and the 2020 OMPF Technical Guide, Appendix D.
-
- B6** Represents the guaranteed level of support the municipality will receive through the 2020 OMPF. For additional information, see the 2020 OMPF Technical Guide.
-
- B7** 2019 OMPF Allocation Notice (Line A).

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

Ontario Municipal Partnership Fund (OMPF)
2020 Transitional Assistance Calculation Insert



Township of Wellington North
County of Wellington

2349

A 2020 OMPF Transitional Assistance (Line B2 - Line B1, if positive)

n/a

As the municipality's 2020 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details

1. Sum of 2020 OMPF Grant Components (excluding Transitional Assistance)	\$1,283,700
2. 2020 Guaranteed Support (Line B2a x Line B2b)	\$1,170,400
a. 2019 OMPF	\$1,296,800
b. 2020 Guaranteed Level of Support (Line C)	90.3%

C 2020 Guaranteed Level of Support (Line C1 + Line C2)

90.3%

1. 2020 OMPF Minimum Guarantee	85.0%
2. Enhancement Based on Northern and Rural Municipal Fiscal Circumstances Index	5.3%

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2020 Transitional Assistance Calculation Insert

Township of Wellington North
County of Wellington

2349

2020 Transitional Assistance Calculation Insert - Line Item Descriptions

A Transitional Assistance ensures that in 2020, southern municipalities will receive a minimum of 85 per cent of the support they received through the OMPF in 2019. The Township of Wellington North's 2020 OMPF exceeds this level. As a result, Transitional Assistance is not required.

B1 Sum of the following 2020 OMPF grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.

B2 Guaranteed amount of funding through the 2020 OMPF.

B2a 2019 OMPF Allocation Notice (Line A).

B2b Represents the guaranteed level of support the municipality will receive through the 2020 OMPF. For additional information, see the 2020 OMPF Technical Guide.

C1 Reflects the minimum level of support for southern municipalities through the 2020 OMPF.

C2 Reflects the enhancement to the minimum level of support based on the municipality's Northern and Rural MFCI.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

Ontario Municipal Partnership Fund (OMPF)
2020 Northern and Rural Municipal Fiscal Circumstances Index



Township of Wellington North
County of Wellington

2349

A Northern and Rural Municipal Fiscal Circumstances Index

5.1

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

	Township of Wellington North	Median
Primary Indicators		
1. Weighted Assessment per Household	\$319,058	\$284,000
2. Median Household Income	\$63,712	\$69,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	1.2%	1.0%
4. Employment Rate	62.9%	56.0%
5. Ratio of Working Age to Dependent Population	154.3%	170.0%
6. Per cent of Population Above Low-Income Threshold	84.5%	86.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2020 OMPF Technical Guide, as well as in the customized 2020 Northern and Rural MFCI Workbook.

Ontario Municipal Partnership Fund (OMPF)

2020 Northern and Rural Municipal Fiscal Circumstances Index

Township of Wellington North
County of Wellington

2349

2020 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

- A** The municipality's 2020 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2020 Northern and Rural MFCI Workbook.
-
- B1** Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
-
- B2** Statistics Canada's measure of median income for all private households in 2015.
-
- B3** Measures the five-year (2014 - 2019) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
-
- B4** Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
-
- B5** Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
-
- B6** Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

Ontario Municipal Partnership Fund (OMPF)
2020 Farm Area Measure Insert



Township of Wellington North
County of Wellington

2349

A	Farm Area Measure (Line B1 / Line B2)	82.6%
----------	--	--------------

The Farm Area Measure (FAM) represents the percentage of a municipality's land area comprised of farm land.

$$\frac{\text{Farm Land Area}}{\text{Municipal Land Area}} = \text{Farm Area Measure}$$

B Supporting Details

1. Farm Land Area		107,338 acres
2. Municipal Land Area		130,029 acres

The Rural Communities Grant includes a funding enhancement for municipalities with a Farm Area Measure of more than 70 per cent, based on a sliding scale. Eligible municipalities receive this funding as part of their Rural Communities Grant allocation. Additional details regarding the calculation of the Farm Area Measure are provided in the 2020 OMPF Technical Guide, as well as in the municipality's customized 2020 OMPF Workbook.

Note: See line item descriptions on the following page.

Ontario Municipal Partnership Fund (OMPF)

2020 Farm Area Measure Insert

Township of Wellington North
County of Wellington

2349

2020 Farm Area Measure Insert - Line Item Descriptions

Represents the percentage of a municipality's land area comprised of farm land. Additional details
A regarding the calculation of the Farm Area Measure are provided in the 2020 OMPF Technical Guide, Appendix B.

B1 The number of acres of land for properties in the farm property tax class.

B2 The total number of acres of land in the municipality.

Ministry of Finance

ONTARIO MUNICIPAL PARTNERSHIP FUND

2020 Technical Guide

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INTRODUCTION

This guide outlines the grant parameters for the 2020 Ontario Municipal Partnership Fund (OMPF). It is intended to provide a technical overview of the funding program.

2020 OVERVIEW

The OMPF is the Province's main general assistance grant to municipalities.

The program primarily supports northern and rural municipalities across the province. Its objectives are to:

- recognize the challenges of northern and rural municipalities, while targeting funding to those with more challenging fiscal circumstances;
- support areas with limited property assessment; and
- assist municipalities that are adjusting to year-over-year funding changes.

For 2020, the government is maintaining the OMPF structure as it was in 2019, while allowing for annual data updates and related grant parameter adjustments, in keeping with the program's responsiveness to changing municipal circumstances.

The Transitional Assistance component of the program is also remaining the same, and will continue to adjust as fewer municipalities require this funding.

Consistent with prior years, Transitional Assistance will ensure that the 2020 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2019 OMPF allocation, and for municipalities in southern Ontario will be at least 85 per cent of their 2019 OMPF allocation.

2020 Minimum Levels of Support (Per Cent of 2019 OMPF Allocation)	
Northern Ontario	90%
Southern Ontario	85%

Municipalities with the most challenging fiscal circumstances will continue to have their funding enhanced up to 100 per cent of the prior year's allocation.

2020 ONTARIO MUNICIPAL PARTNERSHIP FUND

All four core grant components of the 2020 OMPF are providing the same level of support as in 2019. As in prior years, Transitional Assistance will continue to adjust as fewer municipalities require this funding.

As a result, the 2020 OMPF will provide a total of \$500 million to 389 municipalities across the province through the following grant components and Transitional Assistance.

I. Assessment Equalization Grant Component – \$149 million

Provides funding to municipalities with limited property assessment.

II. Northern Communities Grant Component – \$89 million

Provides funding to all northern municipalities in recognition of their unique challenges.

III. Rural Communities Grant Component – \$150 million

Provides funding to rural municipalities, including targeted funding for rural farming communities, in recognition of their unique challenges.

IV. Northern and Rural Fiscal Circumstances Grant Component – \$89 million

Provides additional, targeted funding to northern and rural municipalities based on their fiscal circumstances.

V. Transitional Assistance – \$23 million

Ensures a guaranteed level of support to municipalities based on their 2019 OMPF allocation.

Note: The above numbers have been rounded.

2020 OMPF GRANT COMPONENTS

I. ASSESSMENT EQUALIZATION GRANT

The Assessment Equalization Grant provides funding to single- and lower-tier municipalities with limited property assessment due to lower property values and/or limited non-residential assessment.

To determine the grant amount, a total assessment differential (i.e., the total municipal assessment below the provincial median per-household threshold of \$298,500) is calculated for each municipality. Single- and lower-tier municipalities receive funding based on the total assessment differential. Funding provided through this grant increases the further a municipality's total weighted assessment per household is below the provincial median.

Every \$10,000 increment in a municipality's total assessment differential results in an additional \$30.10 in funding.

Example 1.1

Municipality A:

- Weighted assessment per household: \$200,000
- Assessment per household below the \$298,500 threshold: $\$298,500 - \$200,000 = \$98,500$
- Number of households: 2,000
- Total assessment differential: $\$98,500 \times 2,000 = \$197,000,000$

Grant Amount: $\$197,000,000 / \$10,000 \times \$30.10 = \$592,970$

II. NORTHERN COMMUNITIES GRANT

The Northern Communities Grant provides funding to all northern municipalities in recognition of the unique challenges they face.

The grant is based on the number of households, and the per-household amount is \$240.

Example 2.1

Municipality A (Northern):

- Number of households: 1,300

Grant Amount: $1,300 \times \$240 = \$312,000$

III. RURAL COMMUNITIES GRANT

The Rural Communities Grant recognizes the unique challenges of rural municipalities and particularly those of rural farming communities.

The Rural Communities Grant provides funding to single- and lower-tier municipalities across the province based on the proportion of their population residing in rural areas and/or small communities, as measured by the Rural and Small Community Measure (RSCM).

Funding provided through the Rural Communities Grant totals \$150 million in 2020. This includes \$15 million of targeted support to rural municipalities with the highest levels of farm land (i.e., where more than 70 per cent of land area is comprised of farm land). See the next section on the following page for details.

Municipalities with an RSCM of 75 per cent or more receive \$131 per household. Municipalities with an RSCM between 25 per cent and 75 per cent receive a portion of this funding on a sliding scale. For additional information on the RSCM, see Appendix A.

Every 5 percentage point increase in the RSCM between 25 per cent and 75 per cent results in an additional \$13.10 per household:

Rural Communities Grant*											
RSCM (%)	25	30	35	40	45	50	55	60	65	70	75+
Per-household amount (\$)	0.00	13.10	26.20	39.30	52.40	65.50	78.60	91.70	104.80	117.90	131.00

**Note: The per-household amounts above are for municipalities where 70 per cent or less of municipal land area is comprised of farm land.*

Example 3.1

Municipality A:

- RSCM: 80%
- Number of households: 3,000

Grant Amount: 3,000 x \$131 = \$393,000

Municipality B:

- RSCM: 55%
- Number of households: 3,000

Grant Amount: 3,000 x \$78.60 = \$235,800

Rural municipalities where farm land represents more than 70 per cent of their land area

Per-household funding provided through the Rural Communities Grant includes an enhancement for municipalities with the highest levels of farm land (i.e., where farm land represents more than 70 per cent of municipal land area), in recognition of their particular challenges.

The Farm Area Measure (FAM) reflects the percentage of a municipality's land area comprised of farm land (See Appendix B for further information on the FAM).

Single- and lower-tier rural municipalities with a FAM of more than 70 per cent and an RSCM of 75 per cent or greater, receive funding according to the table outlined below.

Every 2 percentage point increase in the FAM between 70 per cent and 90 per cent results in an additional \$9 per household:

Rural Communities Grant for Municipalities with a FAM of more than 70 Per Cent											
FAM (%)	70	72	74	76	78	80	82	84	86	88	90+
Per-household amount (\$)	131	140	149	158	167	176	185	194	203	212	221

Example 3.2

Municipality A (FAM < 70%):

- RSCM: 100%
- FAM: 50%
- Number of households: 3,000

Grant Amount: 3,000 x \$131 = \$393,000

Municipality B (FAM > 70%):

- RSCM: 100%
- FAM: 80%
- Number of households: 3,000

Grant Amount: 3,000 x \$176 = \$528,000

Municipality C (FAM > 90%):

- RSCM: 100%
- FAM: 93%
- Number of households: 3,000

Grant Amount: 3,000 x \$221 = \$663,000

Rural municipalities with an RSCM between 25 and 75 per cent

Single- and lower-tier rural municipalities with a FAM of more than 70 per cent and an RSCM between 25 per cent and 75 per cent receive a portion of the funding according to their RSCM.

The following table provides the per-household funding for a municipality with an RSCM of 50 per cent (see Appendix C for a summary of Rural Communities Grant parameters based on the RSCM and FAM).

Rural Communities Grant for Municipalities with an RSCM of 50 Per Cent and a FAM of more than 70 Per Cent											
FAM (%)	70	72	74	76	78	80	82	84	86	88	90+
Per-household amount (\$)	65.50	70.00	74.50	79.00	83.50	88.00	92.50	97.00	101.50	106.00	110.50

Example 3.3

Municipality A:

- RSCM: 50%
- FAM: 80%
- Number of households: 3,000

Grant Amount: 3,000 x \$88.00 = \$264,000

IV. NORTHERN AND RURAL FISCAL CIRCUMSTANCES GRANT

This grant is provided to municipalities eligible for funding through the Northern Communities Grant and/or Rural Communities Grant, both of which provide a fixed per-household funding amount to northern as well as single- and lower-tier rural municipalities. In addition to these fixed per-household amounts, the Northern and Rural Fiscal Circumstances Grant provides targeted support in recognition that not all northern and rural municipalities have the same fiscal circumstances.

The Northern and Rural Fiscal Circumstances Grant provides targeted funding to eligible municipalities based on their relative fiscal circumstances, as measured by the Northern and Rural Municipal Fiscal Circumstances Index (MFCI). For additional details on the Northern and Rural MFCI, see Appendix D.

See Appendix E for additional information on the Northern and Rural Fiscal Circumstances Grant parameters.

Northern and rural municipalities with an RSCM of 75 per cent or greater

Northern municipalities, as well as single- and lower-tier rural municipalities with an RSCM of 75 per cent or greater, receive funding according to their MFCI as outlined in the table below.

Northern and Rural Fiscal Circumstances Grant											
	Relatively positive circumstances						Relatively challenging circumstances				
	0	1	2	3	4	5	6	7	8	9	10
MFCI	0	1	2	3	4	5	6	7	8	9	10
Per-household amount (\$)	0	10	20	30	40	60	90	130	170	220	285

Example 4.1

Municipality A (Northern):

- MFCI: 7
- Number of households: 1,200

Grant Amount: 1,200 x \$130 = \$156,000

Rural municipalities with an RSCM between 25 and 75 per cent

Single- and lower-tier rural municipalities with an RSCM between 25 per cent and 75 per cent receive a portion of the per-household funding according to their RSCM.

Per-Household Funding at MFCI 4					
RSCM (%)	25	35	50	65	75
Per-household amount (\$)	0	8	20	32	40

See Appendix E for more detailed information.

Example 4.2

Municipality A (Rural):

- MFCI: 4
- RSCM: 65%
- Number of households: 1,200

Grant Amount: 1,200 x \$32 = \$38,400

Additional municipality-specific details are provided in the customized *2020 Northern and Rural MFCI Workbooks*.

V. TRANSITIONAL ASSISTANCE

Transitional Assistance is designed to assist municipalities in adjusting to year-over-year funding changes. This funding ensures that municipalities receive a guaranteed level of support based on their previous year's OMPF allocation.

In 2020, minimum funding guarantees have been maintained at 85 per cent for southern Ontario and 90 per cent for northern Ontario. This means that municipalities in southern Ontario will receive at least 85 per cent of their 2019 OMPF allocation and northern municipalities will receive at least 90 per cent of their 2019 OMPF allocation.

These minimum levels of support will continue to be enhanced, up to 100 per cent, for eligible northern and rural municipalities across the province with more challenging fiscal circumstances, as measured by the Northern and Rural MFCI.

2020 Municipal Funding Levels Based on Northern and Rural MFCI											
MFCI	0	1	2	3	4	5	6	7	8	9	10
Northern Ontario (%)	90.0	90.0	90.0	91.5	93.0	94.5	96.0	97.5	99.0	100	100
Southern Ontario (%)	85.0	85.0	85.0	86.0	88.0	90.0	92.5	95.0	97.5	100	100

Example 5.1

Municipality A (Northern):

- 2019 OMPF allocation: \$250,000
- 2020 minimum level of support for northern municipality: 90%
- MFCI: 8
- 2020 enhanced guaranteed level of support for MFCI 8: 99%
- 2020 guaranteed funding amount: \$250,000 x 99% = \$247,500
- Sum of 2020 OMPF grants prior to Transitional Assistance: \$180,000

2020 Transitional Assistance: \$247,500 – \$180,000 = \$67,500

Example 5.2

Municipality B (Southern Rural):

- 2019 OMPF allocation: \$350,000
- 2020 minimum level of support for southern municipality: 85%
- MFCI: 7
- 2020 enhanced guaranteed level of support for MFCI 7: 95%
- 2020 guaranteed funding amount: $\$350,000 \times 95\% = \$332,500$
- Sum of 2020 OMPF grants prior to Transitional Assistance: \$205,000

2020 Transitional Assistance: $\$332,500 - \$205,000 = \$127,500$

Example 5.3

Municipality C (Southern Urban):

- 2019 OMPF allocation: \$250,000
- 2020 minimum level of support for southern municipality: 85%
- MFCI: n/a
- 2020 guaranteed funding amount: $\$250,000 \times 85\% = \$212,500$
- Sum of 2020 OMPF grants prior to Transitional Assistance: \$125,000

2020 Transitional Assistance: $\$212,500 - \$125,000 = \$87,500$

IMPLEMENTATION

The OMPF is the Province's main general assistance grant to municipalities.

The Ministry of Finance calculates OMPF municipal allocations based on a defined set of data elements (see Appendix F).

MUNICIPAL WORKBOOKS

In order to assist municipalities in better understanding the 2020 program, the Ministry of Finance has developed a customized set of municipal workbooks for each municipality. These include:

1. *2020 Ontario Municipal Partnership Fund Workbook*
2. *2020 Northern and Rural Municipal Fiscal Circumstances Index Workbook*

The workbooks provide municipality-specific details and are shared electronically with municipal treasurers and clerk-treasurers.

2020 REPORTING OBLIGATIONS

Municipalities are required to submit their 2019 Financial Information Return (FIR) to the Ministry of Municipal Affairs and Housing (MMAH) by **May 31, 2020**.

Municipalities are also required to submit their 2020 tax rates through the Online Property Tax Analysis (OPTA) system or to MMAH by **September 30, 2020**.

Failure to meet these deadlines will result in the withholding of OMPF payments until these documents have been submitted.

ADDITIONAL INFORMATION

This Technical Guide and other 2020 OMPF supporting materials are posted online at:

www.fin.gov.on.ca/en/budget/ompf/2020

www.fin.gov.on.ca/fr/budget/ompf/2020

For additional information regarding 2020 OMPF allocations or for other general inquiries about the program, email your inquiry and contact information to: info.ompf@ontario.ca

Municipal Services Offices at the Ministry of Municipal Affairs and Housing

Alternatively, municipalities may also contact their local Municipal Services Office of the Ministry of Municipal Affairs and Housing (MMAH) who can assist in directing their inquiry:

Municipal Services Offices: Ministry of Municipal Affairs and Housing	
CENTRAL: 777 Bay Street, 13th Floor Toronto ON M5G 2E5	General Inquiry: (416) 585-6226 Toll Free: 1-800-668-0230 Fax: (416) 585-6882
EASTERN: Rockwood House, 8 Estate Lane Kingston ON K7M 9A8	General Inquiry: (613) 545-2100 Toll Free: 1-800-267-9438 Fax: (613) 548-6822
NORTH (SUDBURY): 159 Cedar Street, Suite 401 Sudbury ON P3E 6A5	General Inquiry: (705) 564-0120 Toll Free: 1-800-461-1193 Fax: (705) 564-6863
NORTH (THUNDER BAY): 435 James St. S., Suite 223 Thunder Bay ON P7E 6S7	General Inquiry: (807) 475-1651 Toll Free: 1-800-465-5027 Fax: (807) 475-1196
WESTERN: 659 Exeter Road, 2nd Floor London ON N6E 1L3	General Inquiry: (519) 873-4020 Toll Free: 1-800-265-4736 Fax: (519) 873-4018

APPENDICES

APPENDIX A: RURAL AND SMALL COMMUNITY MEASURE

The Rural and Small Community Measure (RSCM) represents the proportion of a municipality's population residing in rural areas and/or small communities. This approach recognizes that some municipalities include a mix of rural and non-rural areas.

The measure is based on Statistics Canada data and is calculated as follows:

- 1) Statistics Canada divides municipalities into small geographic areas, typically less than a few hundred residents.
- 2) These areas are classified by Statistics Canada as rural areas or small communities if they meet one of the following conditions:
 - They have a population density of less than 400 per square kilometre;
 - They have a population density of greater than 400 per square kilometre but cannot be grouped with other adjacent areas (each also with a population density of greater than 400 per square kilometre), to produce a total population concentration greater than 1,000; or
 - They are not economically integrated with a population centre of greater than 10,000 (see table below).
- 3) The RSCM is determined by calculating the proportion of a municipality's population residing in areas that are classified as either rural or a small community.

OMPF calculations incorporate a minor adjustment to Statistics Canada's classification of "small community". This adjustment provides a transition between the small community and urban centre classification for areas with a population between 10,000 and 12,500 and is made on a sliding scale:

Percentage of Area Population Included as a Small Community						
Area population	10,000	10,500	11,000	11,500	12,000	12,500
Percentage (%)	100	80	60	40	20	0

APPENDIX B: FARM AREA MEASURE

The Farm Area Measure (FAM) represents the percentage of a municipality's land area comprised of farm land. The measure was introduced in the 2016 OMPF in response to feedback from some municipalities that the OMPF should recognize the variation in farm land across the province.

The FAM is calculated as follows:

$$\frac{\text{Farm Land Area}}{\text{Municipal Land Area}} = \text{Farm Area Measure}$$

A municipality's FAM is determined using the following components:

- 1) **Farm Land Area**, which is equal to acres of land for properties in the farm property tax class, as of December 31st, 2018.
 - a. The Ministry of Agriculture, Food and Rural Affairs (OMAFRA) administers the application process for the farm property tax class, and is responsible for reviewing eligibility criteria before a property can be placed in the farm property tax class. These criteria include:
 - The property must be assessed and valued as farm land by the Municipal Property Assessment Corporation (MPAC).
 - The farming business generates at least \$7,000 in Gross Farm Income (GFI) per year.
 - The farming business has a valid Farm Business Registration number from Agricorp or a valid exemption.
 - The property is being used for a farming business by either the owner or tenant farmer or both.
 - b. The acreage of properties in the farm property tax class is determined using the Ontario Parcel database. This database was developed in partnership between the Ministry of Natural Resources and Forestry (MNRF), MPAC and Teranet Enterprises Inc., and provides information on the land area for each individual property or parcel of land in the province.
- 2) **Municipal Land Area**, which represents the number of acres of land in a municipality and reflects municipal boundaries as of January 1st, 2016. This measure is based on the Spatial Data Infrastructure (SDI) from Statistics Canada and excludes bodies of water.

APPENDIX C: SUMMARY OF RURAL COMMUNITIES GRANT PARAMETERS

The following table supports the Rural Communities Grant calculation for single- and lower-tier rural municipalities with an RSCM between 25 and 75 per cent and a FAM of 70 per cent or more.

Rural Communities Grant Funding Levels Based on RSCM and FAM (\$ per household)											
RSCM (%) \ FAM (%)	70	72	74	76	78	80	82	84	86	88	90+
25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	26.20	28.00	29.80	31.60	33.40	35.20	37.00	38.80	40.60	42.40	44.20
50	65.50	70.00	74.50	79.00	83.50	88.00	92.50	97.00	101.50	106.00	110.50
65	104.80	112.00	119.20	126.40	133.60	140.80	148.00	155.20	162.40	169.60	176.80
75+	131.00	140.00	149.00	158.00	167.00	176.00	185.00	194.00	203.00	212.00	221.00

APPENDIX D: NORTHERN AND RURAL MUNICIPAL FISCAL CIRCUMSTANCES INDEX

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province.

The Northern and Rural MFCI is determined based on six indicators. These indicators are classified as either primary or secondary to reflect their relative importance in determining a municipality's fiscal circumstances.

The indicators include:

Primary Indicators

- Weighted Assessment Per Household
- Median Household Income

Secondary Indicators

- Average Annual Change in Assessment (New Construction)
- Employment Rate
- Ratio of Working Age to Dependent Population
- Per Cent of Population Above Low-Income Threshold

A municipality's Northern and Rural MFCI is determined through three steps, as listed below and as described in more detail on the following pages.

- 1) **Indicator Score** — Each primary and secondary indicator is scored based on its relationship to the median for northern and rural municipalities.
- 2) **Average Indicator Score** — An average indicator score is calculated based on the average of both the primary and secondary indicators.
- 3) **Northern and Rural MFCI** — This index reflects a municipality's fiscal circumstances relative to other northern and rural municipalities in the province and is based on the relative results of each municipality's average indicator score. The Northern and Rural MFCI is measured on a scale from 0 to 10.

A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances. As a result, an MFCI of 5 corresponds to fiscal circumstances similar to the median for northern and rural municipalities.

Additional municipality-specific details are provided in the *2020 Northern and Rural MFCI Workbook*.

1. Indicator Score

The indicator score has a range from -100 per cent to 100 per cent and reflects how the value of a municipality's indicator compares to the median for northern and rural municipalities.

Indicator Value Above Median

An indicator value that is above the median will have a positive score, which is reflective of relatively positive fiscal circumstances.

The indicator score is calculated based on the position of the municipality's indicator value between the median and highest value for northern and rural municipalities.

Indicator Value Below Median

An indicator value that is below the median will have a negative score, which is reflective of more challenging fiscal circumstances.

The indicator score is calculated based on the position of the municipality's indicator data between the median and lowest value for northern and rural municipalities.

For example, an indicator score of 25 per cent indicates that a data value is one quarter of the distance between the median and highest value, while an indicator score of -25 per cent indicates that a data value is one quarter of the distance between the median and lowest value. An indicator score of 0 per cent reflects the median for northern and rural municipalities.

The following table outlines the median, highest and lowest values for each MFCI indicator. Illustrative examples of indicator score calculations are provided on the following page.

MFCI Indicator Parameters			
Primary Indicators	Lowest	Median	Highest
Weighted Assessment per Household	\$47,000	\$284,000	\$797,000
Median Household Income	\$40,000	\$69,000	\$119,000
Secondary Indicators	Lowest	Median	Highest
Average Annual Change in Assessment (New Construction)	-1.8%	1.0%	4.0%
Employment Rate	30.0%	56.0%	75.0%
Ratio of Working Age to Dependent Population	107.0%	170.0%	300.0%
Per cent of Population Above Low-Income Threshold	66.0%	86.0%	96.0%

Example 1.1**Indicator: Median Household Income**

Lowest Value	Median Value	Highest Value
\$40,000	\$69,000	\$119,000

Example Municipality: Indicator Data Value = \$54,500

A. Difference between Indicator Value and Median: $\$54,500 - \$69,000 = -\$14,500$

Since the indicator value is below the median for northern and rural municipalities, the difference between the median and the lowest value for northern and rural municipalities is calculated.

B. Difference between Median and Lowest Value: $\$69,000 - \$40,000 = \$29,000$ **C. Indicator Score = A / B: $-\$14,500 / \$29,000 = -50\%$** **Example 1.2****Indicator: Ratio of Working Age to Dependent Population**

Lowest Value	Median Value	Highest Value
107%	170%	300%

Example Municipality: Indicator Data Value = 235%

A. Difference between Indicator Value and Median: $235\% - 170\% = 65\%$

Since the indicator value is above the median for northern and rural municipalities, the difference between the median and the highest value for northern and rural municipalities is calculated.

B. Difference between Median and Highest Value: $300\% - 170\% = 130\%$ **C. Indicator Score = A / B: $65\% / 130\% = 50\%$**

2. Average Indicator Score

The average indicator score summarizes a municipality's overall results on all six indicators. A municipality's average indicator score is based on both the primary and secondary indicator average, as shown below.

Calculating Average Indicator Score

$$\text{Average Indicator Score} = (\text{Primary Indicator Average} + \text{Secondary Indicator Average}) / 2$$

$$\text{Primary Indicator Average: } (A + B) / 2$$

- A. Weighted Assessment Per Household indicator score
- B. Median Household Income indicator score

$$\text{Secondary Indicator Average: } (C + D + E + F) / 4$$

- C. Average Annual Change in Assessment (New Construction) indicator score
- D. Employment Rate indicator score
- E. Ratio of Working Age to Dependent Population indicator score
- F. Per Cent of Population Above Low-Income Threshold indicator score

Note: A positive average indicator score reflects relatively positive fiscal circumstances, while a negative average indicator score reflects more challenging fiscal circumstances.

Example 2.1

Average Indicator Score

- A. Weighted Assessment per Household indicator score: 8%
- B. Median Household Income indicator score: -50%

$$\text{Primary Indicator Average: } (8\% + (-50\%)) / 2 = -21\%$$

- C. Average Annual Change in Assessment (New Construction) indicator score: -95%
- D. Employment Rate indicator score: 1%
- E. Ratio of Working Age to Dependent Population indicator score: 50%
- F. Per cent of Population Above Low-Income Threshold indicator score: -88%

$$\text{Secondary Indicator Average: } (-95\% + 1\% + 50\% + (-88\%)) / 4 = -33\%$$

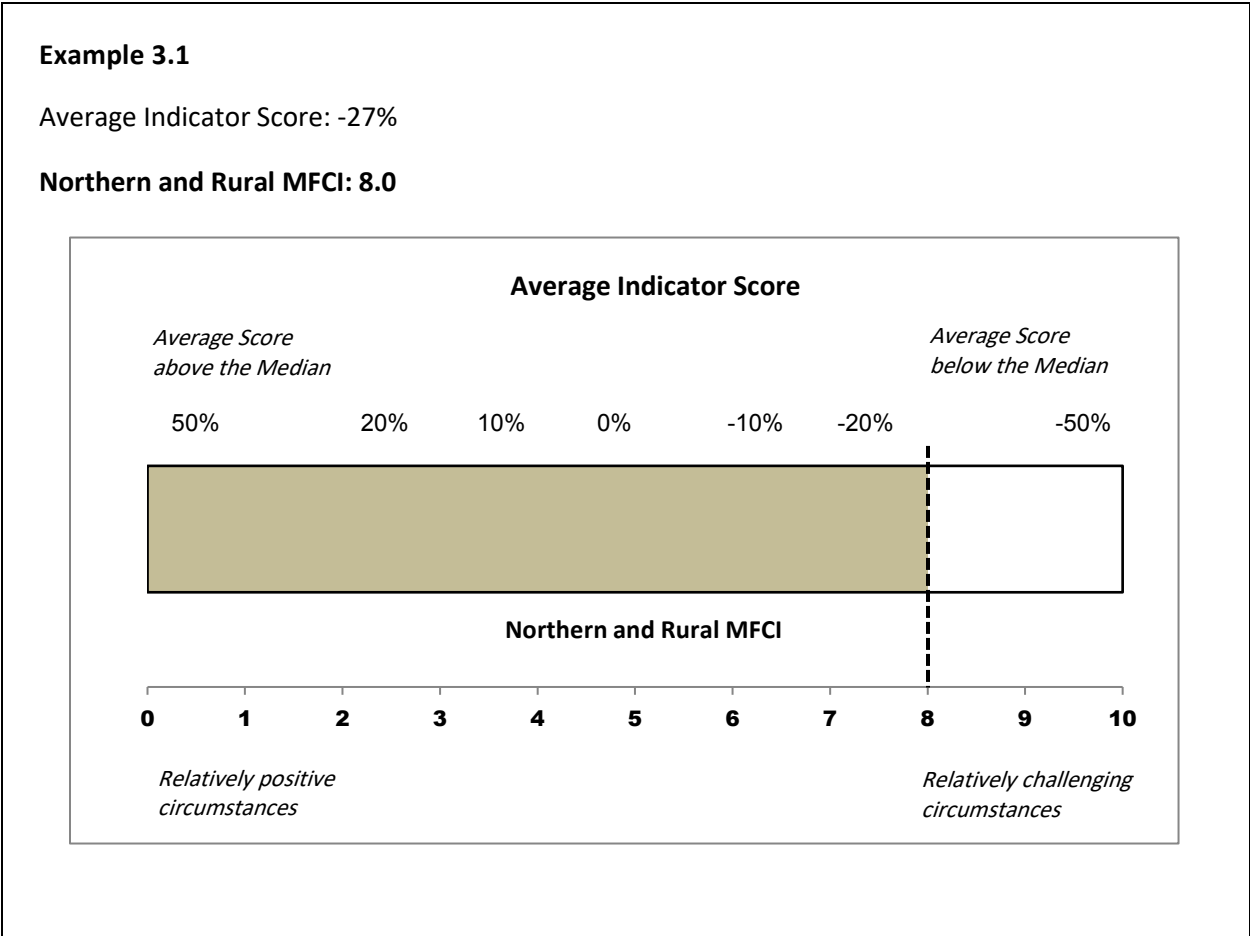
$$\text{Average Indicator Score: } (-21\% + (-33\%)) / 2 = -27\%$$

3. Determination of Northern and Rural MFCI

The Northern and Rural MFCI reflects a municipality’s fiscal circumstances relative to other northern and rural municipalities in the province.

The Northern and Rural MFCI is measured on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, while a higher MFCI corresponds to more challenging fiscal circumstances. A Northern and Rural MFCI of 5 corresponds to fiscal circumstances similar to the median for northern and rural municipalities.

A municipality’s MFCI is determined based on the value of the average indicator score. The example below presents how average indicator scores are used to determine a municipality’s MFCI.



APPENDIX F: DATA SOURCES

OMPF Data Elements and Sources		
Data	Year	Source(s)
Weighted Assessment	Final 2018 Market Change Profile (MCP) and 2020 starting tax ratios	Municipal Property Assessment Corporation (MPAC) and municipal tax rate bylaws
PIL Weighted Assessment	2017 or 2018	Municipal FIR
Number of Households	2019	MPAC Returned Roll
Median Household Income	2016	Statistics Canada
Rural and Small Community Measure	2016	Statistics Canada
Per Cent of Population Above Low-Income Threshold	2016	Statistics Canada
Ratio of Working Age to Dependent Population	2016	Statistics Canada
Employment Rate	2016	Statistics Canada
Average Annual Change in Assessment (New Construction)	2014–2019	Online Property Tax Analysis System (OPTA)
Municipal Land Area	2016	Statistics Canada
Farm Land Area	2018	MPAC and Ontario Parcel

Note: For municipality-specific details, refer to customized 2020 workbooks developed by the Ministry of Finance.

APPENDIX G: DEFINITIONS

Average Annual Change in Assessment (New Construction)	Measures the five-year (2014 – 2019) average annual change in a municipality’s assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
Average Indicator Score	Summarizes a municipality’s overall results on all six indicators, based on both the primary and secondary indicator average.
Employment Rate	Statistics Canada’s measure of number of employed persons, divided by persons aged 15 and over.
Farm Area Measure (FAM)	Represents the percentage of a municipality’s land area comprised of farm land.
Farm Land Area	Equal to the acres of land for properties in the farm property tax class, as of December 31st, 2018. The acreage of properties in the farm property tax class is determined using the Ontario Parcel database.
Households	Measure of households based on the 2019 returned roll from the Municipal Property Assessment Corporation (MPAC). Includes the following classes: (1) Residential Unit (RU) - Permanent households; (2) Residential Dwelling Unit (RDU) - Seasonal households such as cottages; and (3) Farm Residential Unit (FRU) - Farmlands on which a farm residence exists.
Indicator Score	Reflects the position of a municipality’s indicator data value relative to other municipalities and has a range from -100 per cent to 100 per cent. A positive indicator score is reflective of relatively positive fiscal circumstances, while a negative score is reflective of more challenging fiscal circumstances.
Median Household Income	Statistics Canada’s measure of median income for all private households in 2015.
Municipal Land Area	Equal to the acres of land in a municipality and reflects municipal boundaries, as of January 1st, 2016. This measure is based on the Spatial Data Infrastructure (SDI) from Statistics Canada and excludes bodies of water.

Minimum Funding Guarantee	The 2020 minimum guaranteed level of support based on 2019 OMPF allocations. In 2020, minimum funding guarantees for municipalities in southern Ontario will be at least 85 per cent of their 2019 OMPF allocation. Northern municipalities will receive at least 90 per cent of their 2019 OMPF allocation. These minimum levels of support will be enhanced, up to 100 per cent, for northern and rural municipalities in the province with more challenging fiscal circumstances.
Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	The Northern and Rural MFCI measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to relatively more challenging fiscal circumstances. An MFCI of 5 corresponds to fiscal circumstances similar to the median for northern and rural municipalities.
Per Cent of Population Above Low-Income Threshold	Reflects the Statistics Canada measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households. The measure is based on after-tax income, and the low-income threshold is based on half the median adjusted household income in 2015.
Primary Indicators	The Northern and Rural MFCI is determined based on six indicators which are classified as either primary or secondary to reflect their relative importance in determining a municipality's fiscal circumstances. The primary indicators are weighted assessment per household and median household income.
Property Tax Revenue	Represents the municipal property tax revenue as reported in municipal Financial Information Return (Schedule 10, Line 0299).
Ratio of Working Age to Dependent Population	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
Rural and Small Community Measure (RSCM)	RSCM represents the proportion of a municipality's population residing in rural areas and/or small communities. This approach recognizes that some municipalities include a mix of rural and non-rural areas. The measure is based on Statistics Canada data from the 2016 Census.

Secondary Indicators	The Northern and Rural MFCI is determined based on six indicators, which are classified as either primary or secondary to reflect their relative importance in determining a municipality's fiscal circumstances. The secondary indicators are average annual change in assessment (new construction), employment rate, ratio of working age to dependent population, and per cent of population above low-income threshold.
Weighted Assessment Per Household	Measures the size of the municipality's tax base. Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.



Staff Report

To: Mayor and Members of Council Meeting of November 4, 2019

From: Matthew Aston, Director of Operations
Adam McNabb, Director of Finance
Mandy Jones, Community Recreation Coordinator

Subject: RAC 2019-019 Investing in Canada Infrastructure Program (ICIP) Application

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report RAC 2019-019 being a report on the Investing in Canada Infrastructure Program (ICIP) Application be received;

AND FURTHER THAT Council support and direct staff to submit an application for the rehabilitation of the Arthur and Area Community Centre consistent with this report, a project which will result in improved functionality and accessibility at the community-owned facility;

AND FURTHER THAT Council agree to fund the Township’s share of the project cost, as recommended by Township staff, if the application is successful.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

RAC 2019-015 Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream

BACKGROUND

Description

The Investing in Canada Infrastructure Program (ICIP) is a cost-shared infrastructure funding program between the federal government, provinces and municipalities. This program will see up to \$30 billion in combined federal, provincial and other partner funding, under four priority areas, including Community, Culture and Recreation.

The Community, Culture and Recreation stream will support community infrastructure priorities across the province, improving access to and/or quality of community, cultural, and recreation priority infrastructure projects.

Deadline

The completed application and supporting documentation must be submitted to Grants Ontario by 11:59:59 p.m. EDT on November 12, 2019.

Criteria

The Community, Culture and Recreation stream supports projects that improve access to and/or quality of community, cultural, and recreation priority infrastructure projects. Priority is given to projects that are community-oriented, non-commercial and open to the public. Based on current planning expectations, the Ministry of Infrastructure is proposing to roll-out this funding stream through two intakes: summer 2019 and a second anticipated in 2021. Projects must be substantially completed by March 31, 2027.

In addition to federal criteria, Ontario's objectives for the current proposed Community, Culture and Recreation stream project intake are noted below. Projects will be assessed based on their alignment with these objectives:

- Meets community and user needs or service gap
- Promotes good asset management planning
- Represents good value for money
- Fosters greater accessibility

Arthur & Area Community Centre

The Arthur & Area Community Centre was constructed in 1977 and has served our community as a hub of activity for both recreation and community related events.

If successful in our application for the Investing in Canada Infrastructure Program, the proposed improvements to the facility would address current accessibility restrictions, reduce energy consumption costs and address outstanding maintenance needs. Generally speaking, the completion of these improvements would not only address existing asset management needs but also help to modernize and make the facility more user friendly. The proposed work would further complement the renovations that were made to the facility in 2010, which included the addition of an elevator and construction of a barrier free washroom on the second floor.

To further support our application, BM Ross and Associates Limited, identified the Facility Condition Index (FCI). It is generally considered that a facility is in good condition if the FCI is less than 5%, in fair condition if it is between 5 -10% and it is in poor condition when it is above 10%. The calculations for the Arthur Arena indicate that it has an FCI score of 21%. Upon completion of the proposed repairs the FCI score would decrease to less than 5%. This value can be used to help assess the relative condition of the building vs. a building that is in new condition with no needs and is often used to support asset management initiatives.

FINANCIAL CONSIDERATIONS

The following breakdown defines the maximum cost share percentages of the total eligible cost, showing that an eligible municipality may request up to 73.33% of available funding:

Applicant Type	Federal Cost Share (Max %)	Provincial Cost Share (Max %)	Applicant Cost Share (Min %)
Municipality	40%	33.33%	26.67%

Arthur & District Community Centre	
Project Cost Estimate	
October 2019	
South Entrance Upgrade	\$ 399,000.00
Lobby Viewing Upgrade	\$ 186,000.00
Universal Toilet Room	\$ 147,000.00
Ice Making Pipe Upgrade	\$ 1,094,500.00
Low Emissivity Ceiling	\$ 5,000.00
Renovate Change Rooms	\$ 426,000.00
Access corridor Addition	\$ 377,000.00
Roofing Upgrades	\$ 230,000.00
Lighting Upgrades	\$ 57,000.00
CC - Kitchen Upgrade	\$ 115,000.00
CC - Universal Toilet	\$ 65,000.00
Maintenance of Structure	\$ 20,000.00
Facility Generator	\$ 100,000.00
Overhead (General 15%, Permits 2.5%, Construction 20%) - 37.5%	\$ 1,208,062.50
Sub-Total	\$ 4,429,562.50
Professiona Fees - 15%	\$ 664,434.38
Total Estimated Cost*	\$ 5,093,996.88
Township Portion	\$ 1,128,568.97
ICIP Grant Request	\$ 3,735,427.91
Fundraising	\$ 120,000.00
County Grant	\$ 20,000.00
DC Funding	\$ 90,000.00
Total Project Cost	\$ 5,093,996.88
* - Note this estimate is slightly different than BM Ross estimate given tax implications. HST would be recoverable by the Township.	

ATTACHMENTS

BM Ross and Associates Limited - Arthur Arena Renovation Proposed Scope of Work for Grant Application

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

Recommendation would consolidate Township assets, by selling a non-core asset, while providing a significant funding source for upcoming recreation capital projects.

Prepared By:	Matthew Aston, Director of Operations	<i>Matthew Aston</i>
	Adam McNabb, Director of Finance	<i>Adam McNabb</i>
	Mandy Jones, Community Recreation Coordinator	<i>Mandy Jones</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



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www.bmross.net

File No. 06120

October 28, 2019

Matt Aston, Director of Operations
Township of Wellington North
7490 Sideroad 7 W, Box 125
Kenilworth, ON N0G 2E0

**Re: Arthur Arena Renovation
Proposed Scope of Work for Grant Application**

The above arena was constructed in 1977 and had renovations in 2010 that included the addition of an elevator and construction of a barrier free washroom on the second floor. Otherwise, improvements to the facility have generally included replacement of equipment and building materials that had surpassed their expected service life as part of a regular maintenance and upkeep plan. However, we understand that the Township would like to complete improvements to address barrier free requirements, help make the arena function better for the users, reduce energy consumption costs and address outstanding maintenance needs. Generally speaking, completion of these improvements would not only address replacement needs but also help to modernize and make the facility more user friendly.

On September 18, 2019, we reviewed the site with yourself, Tom Bowden, Mandy Jones and Darren Jones, from the Township to discuss numerous renovation ideas. I subsequently met with Jason Morgan, OAA from Allan Avis Architects to discuss the proposed improvements. We have assembled a list of the renovation ideas with recommendations on how to incorporate these improvements into the facility. A summary of the probable construction costs to address the proposed improvements is attached with this letter. Note, the probable cost estimates presented were developed based on a review of previously completed similar projects, but updated estimates will be developed during the design stage. A description of the proposed improvements and probable cost estimates have been provided along with some sketches to help illustrate the proposed improvements.

A list of discussed improvements with a description of our proposed method to address the identified needs and desires follows. The proposed scope of work and probable costs to address each of these improvements is further elaborated on in the Budget Estimate of Probable Construction Cost Grant Application summary sheet attached to this letter.

1) Lobby Alterations

The front lobby is narrow and during tournaments and other events, that are well attended, it is reported that this lobby is packed full of patrons. The washrooms and concession booth are on the one side of the area and visitors entering the building on their way to the ice rink area must pass through the lobby. With everyone entering the facility and some spectators using this narrow space to watch activities on the ice, it is understandable that it would become crowded. Different options to expand the lobby were discussed and it is proposed that the following be incorporated into the renovations to this facility.

- a) **South Main Entrance Area:** Expand the lobby into the existing vestibule area, maintaining the existing office and utility room, and convert the existing ticket booth into a small janitor room to service the community hall. Relocate the entrance doors and exterior wall further south in an addition. A common vestibule would provide access to the community hall and arena lobby. Modifications to this front entrance area also helps to facilitate easy access to a new hallway for change room access. The existing entrance canopy would remain and include minor modifications to insulate and enclose a portion underneath for the hallway access to the change rooms. See attached sketch of the proposed revised layout at the front entrance.
- b) **Lobby Viewing Upgrades:** As part of the request for additional lobby space to view the arena ice surface, it is proposed that the east wall of the lobby be shifted east approximately 4 feet closer to the ice surface boards. This wall would be reconstructed with masonry blocks for durability and larger windows to increase the visibility of the ice. This work will be made possible by replacing the brine piping headers in this area of the arena and moving the header into a trench on the other side of the relocated wall. Relocation of this wall would only occur on the ground floor level, as it would not be advantageous to move the second-floor wall located in the reception area directly above. If the wall above was moved, it would limit the ability for spectators to see the ice surface as the first roof truss would be up against the wall and it would extend half-way down the window. As the lobby wall to be moved is load bearing, it would be necessary to provide support columns at regular intervals and a heavy beam above to transfer loads down to the foundation wall below. Once the east lobby wall has been shifted towards the ice surface, viewing benches could be arranged beside the new support columns; and we believe there is enough space to construct a raised barrier-free viewing platform in the centre area, complete with an access ramp.
- c) **Entry Modifications:** When the elevator was installed a section of load bearing wall adjacent to the lobby was left in place. While reviewing options to increase the size of the lobby it was realized that this wall should be removed, and it will provide additional space in the lobby and make the elevator more visible and easily accessible.

2) Arena Universal Toilet Room

There is no existing barrier-free washroom on the first floor of the arena. Therefore, a new barrier-free universal toilet room would be provided as part of the renovations. This washroom would also act as a unisex/family washroom. This room would be located between the existing male and female washrooms, adjacent to the lobby. This renovation would require alterations to women's washroom, where one washroom stall would be removed. The men's

washroom would also require changes; relocating the lavatories and urinals. Demolition of the existing concrete slab would be required to re-route plumbing under the floor slab and cosmetic upgrades to the washrooms, such as new flooring, ceilings, fixtures and washroom partitions would be provided.

3) **Ice Making Piping Upgrades**

It has been identified that the existing brine piping, located under the concrete floor of the ice surface was leaking in the past. It is our understanding, that they temporarily sealed the pipe using a stop-leak material installed approximately 3 years ago. It is not known how long this sealant will continue to work. It is proposed that the ice rink floor would be removed and a new concrete slab-on-grade, complete with under-slab and perimeter insulation, and a new brine or glycol piping system be installed. It was explained to us that the existing chiller and compressor plant was recently replaced by the Township. The above outlined work assumes that the new equipment is suitably sized to operate once the new brine or glycol piping is installed. While completing the ice making upgrades, the arena boards would be removed and replaced with new boards. The existing glass and support stanchions would be re-installed on the new boards.

4) **Low Emissivity Ceilings**

There is an existing low emissivity ceiling system installed throughout the arena, but it has numerous holes in it. Generally, the surface appears acceptable; therefore, only patching and repairing of the holes would occur at this time.

5) **Change Room Upgrades**

The existing change rooms are located under the bleachers on the south side of the arena. The change rooms are very narrow and small relative to the size of change rooms in other facilities of this type. The washroom located in the change rooms is very small with only one shower that has less than 6 feet of height within the shower space. There is currently no exhaust ventilation in the change rooms. Access to the change rooms is difficult as the current corridor accessing these change rooms is only 3' 6" wide, making it difficult to carry an equipment bag down the hall; and more difficult to pass through when two people are walking in opposite directions carrying equipment bags meet. Various options to increase the size of the change rooms and access to the change rooms were reviewed.

The original idea suggested was that the existing 6 rooms could be combined to make 4 longer change rooms within the same space, and 2 additional change rooms could be constructed in an addition on the south side of the building. However, this approach would not increase the width of the access corridor or the width of the change rooms. The change rooms would be larger, but they would be awkward to use because they would be very narrow and very long. The proposed solution is illustrated in the supplied sketch.

a) **Renovated Change Rooms:** The suggested approach is to increase the size of the change rooms by removing the current south wall of all change rooms and expanding each space into the current access corridor. This would increase the size of each changeroom by approximately 4' in width. The washrooms would be increased in size and fully renovated with a new layout to include additional doors for increased privacy. This will make them more accommodating as occasionally co-ed teams use the facility.

- b) **Access Corridor Addition:** The second upgrade would be to construct a new 7' wide access corridor, constructed in an addition, running along the south wall of the arena connected to the newly renovated lobby area for easy access from the main entrance. The corridor would have some windows in it to provide natural light. See attached floor plan sketch, illustrating these two improvements.

6) **Roofing Upgrades**

The roofing membrane on the building is a 2-ply modified bituminous membrane system. It has been reported that the roofing is approximately 20 years old. The slope on the roof to roof drains generally appears to be adequate, but there are some locations that may require slope modification, to ensure adequate flow to the drains, and allow it to dry out between rain events. Drains in various locations are partially clogged from roof debris; and some of the drains are set higher than the roof around it preventing the water from getting into the drains. These should be replaced/upgraded. There are a few localized blisters and locations of bubbling roofing membrane throughout the field of the roof. Repairs in these areas are required. The life expectancy of the roofing system, following localized repairs, will be extended through de-granularizing the cap sheet membrane of the existing system and a new cap sheet membrane applied. While there may be other possible methods to extend the lifespan of the roofing membrane/system; the proposed improvement method has a proven track record and is generally found to be more cost effective because the existing membrane remains in place acting as the base sheet and a new top sheet is applied on top. Note, if the roof is currently leaking in any locations, repairs should be completed to those locations and the locations with blisters should be repaired at the same time to hold the roof over until it is possible to complete the other repairs.

7) **Lighting Upgrades**

The lighting within the facility should be upgraded to LED lights. While the arena and community centre were upgraded to T5 fluorescent lights 8 years ago, these could be further upgraded to LED fixtures within the next few years. Pricing for this work has been included in the probable cost estimate. We understand the other lighting within the arena has generally not been upgraded. Lighting upgrades, such as those to be completed within the upper floor reception area, would be completed as part of the reconstruction work within that area. A budget estimate has been provided to update the light fixtures within the lobby, change rooms, washrooms and other small rooms.

8) **Community Centre Upgrades**

The community center has a 500-person capacity with two bar areas, kitchen, cloak room, storage room, and broom closet. The following improvements are proposed:

- a) **Universal Toilet Room:** A new universal toilet room (barrier free, family washroom) would be constructed within the area currently occupied by the broom closet room and the storage space located adjacent to the mini-bar.
- b) **Kitchen Upgrades:** Renovations to the kitchen are proposed to address cabinetry and appliances at the end of their life expectancy. The kitchen space is currently very hot when cooking and washing dishes, indicating that the ventilation system is inadequate and not code

compliant. The reconstructed kitchen would include a receptacle in the center islands, cart storage under the center island that can be used to serve the food, a set of two-way swinging doors at the kitchen entrance, new cabinetry, countertops, flooring, ceilings, HVAC, kitchen exhaust hoods and lighting. Of note, there is currently a large enclosed service space above the kitchen that is relatively unused which could be utilized to accommodate the installation of a ventilation and exhaust systems and ductwork.

- c) **Bar Upgrades:** The main bar area requires a small sink and a small counter space added to the space, so bar staff do not use the sink in the kitchen. To help accommodate the sink and counter space it may be necessary to switch the small chest freezer to a stand-up freezer. It was explained by staff that the walk-in fridge within the bar area is working well and the venting and condenser equipment from this freezer is in the unused space above the bar area.
- d) **Back-up Generator:** It has been proposed that the existing facility be used as an emergency shelter within Arthur. To satisfy this purpose, it is appropriate to have a back-up generator installed at the facility. This generator would have enough capacity to service the Community Center, the upper reception room and the kitchen areas within both reception areas.

9) Maintenance of Structure

Although this was not discussed during our site meeting, I reviewed the most recent structural inspection of the arena space to determine if there were any needs in that space. The last report, issued in 2015, identified that some surface rust had started on the bottom of several main support beams. It is our understanding that dehumidifier upgrades have occurred and this has helped to slow down the corrosion in these locations. It is recommended that maintenance of the structure, such as removal of rust and coating of the corroded areas with an epoxy paint system, be completed.

Facility Condition Index

The list of needs identified with the facility that are due for repair or replacement within the next five years were identified during the recent site visit. The cost to address these needs was used in conjunction with the estimated replacement cost of the building to develop a Facility Condition Index (FCI) score for the facility. This value can be used to help assess the relative condition of the building vs. a building that is in new condition with no needs, and is often used to support asset management initiatives. The list of needs and calculations for the FCI are presented on the summary sheet enclosed with this letter report.

It is generally considered that a facility is in good condition if the FCI is less than 5%, in fair condition if it is between 5 -10% and it is in poor condition when it is below 10%. The calculations for the Arthur Arena indicate that it has an FCI score of 21%. Upon completion of the proposed repairs the FCI score would decrease to less than 5%.

Proposed Timeline for the Proposed Improvements

A timeline to complete the proposed improvements to the facility has been provided. This timeline has been scheduled to address the deficiency needs that are considered most concerning as soon as possible; recognizing that it is more cost effective that they be pooled together with

other improvement proposed to take place in the same area. Also, an effort has been made to schedule the construction work to take place outside of the most demanding times of the year for the applicable parts of the building. For the example, the improvements to the arena would be completed during the summer months and improvement to the Community Center during the winter months.

The following table shows the proposed timeline for the facility improvements and a Gantt chart illustrating the timelines has been enclosed with this letter.

Proposed Timeline for the Project Activities

Task	Start Date	End date
Phase 1 - Roof Repairs	Jul. 6/21	Dec. 1/21
Prepare design and tender document	Jul. 6/21	Aug. 3/21
Completion of roof repairs	Sep. 14/21	Dec. 1/21
Phase 2 - Arena Improvement	Aug. 29/21	Sep. 30/22
Design and tender Arena improvements	Aug. 29/21	Feb. 28/22
Arena Ice Surface, Washroom & Lobby	Apr. 15/22	Sep. 15/22
Change Rooms and Entrance	Apr. 15/22	Sep. 15/22
Phase 3 - Community Center Improvements	Jul. 1/22	Mar. 30/23
Design and Tender CC Improvements	Jul. 1/22	Oct. 30/22
CC Upgrades, Kitchen, Washroom, Bar Areas	Jan. 10/23	Mar. 30/23
Back-up Power for CC and Kitchens	Feb. 10/23	Apr. 30/23

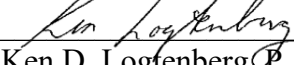
Concluding Comments

As discussed, the proposed improvements should address all the pressing maintenance needs, upgrade parts of the building to include barrier free washroom and viewing areas and make this community facility more user friendly. It may be determined during the detailed design process that revisions to the building improvement methods are required. To help accommodate for changes a 20% contingency has been included in the probable cost estimate and an updated estimate would be prepared after a design is prepared.

Good luck with your application and feel free to contact us if you have any questions.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

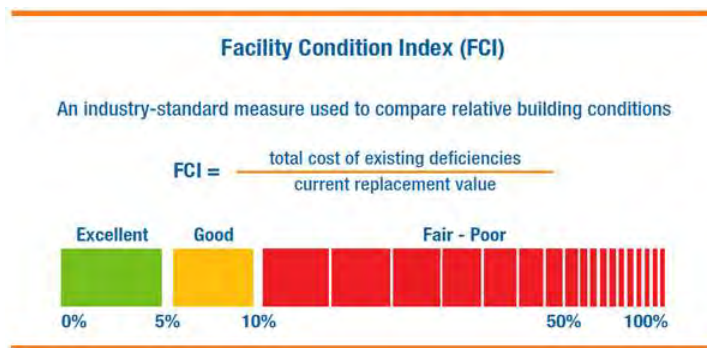
Per 
Ken D. Logtenberg, P. Eng.

KDL:hv

c.c. Jason Morgan, Architect, Allan Avis Architects Inc.

Arthur Arena Facility Condition Index Calculations

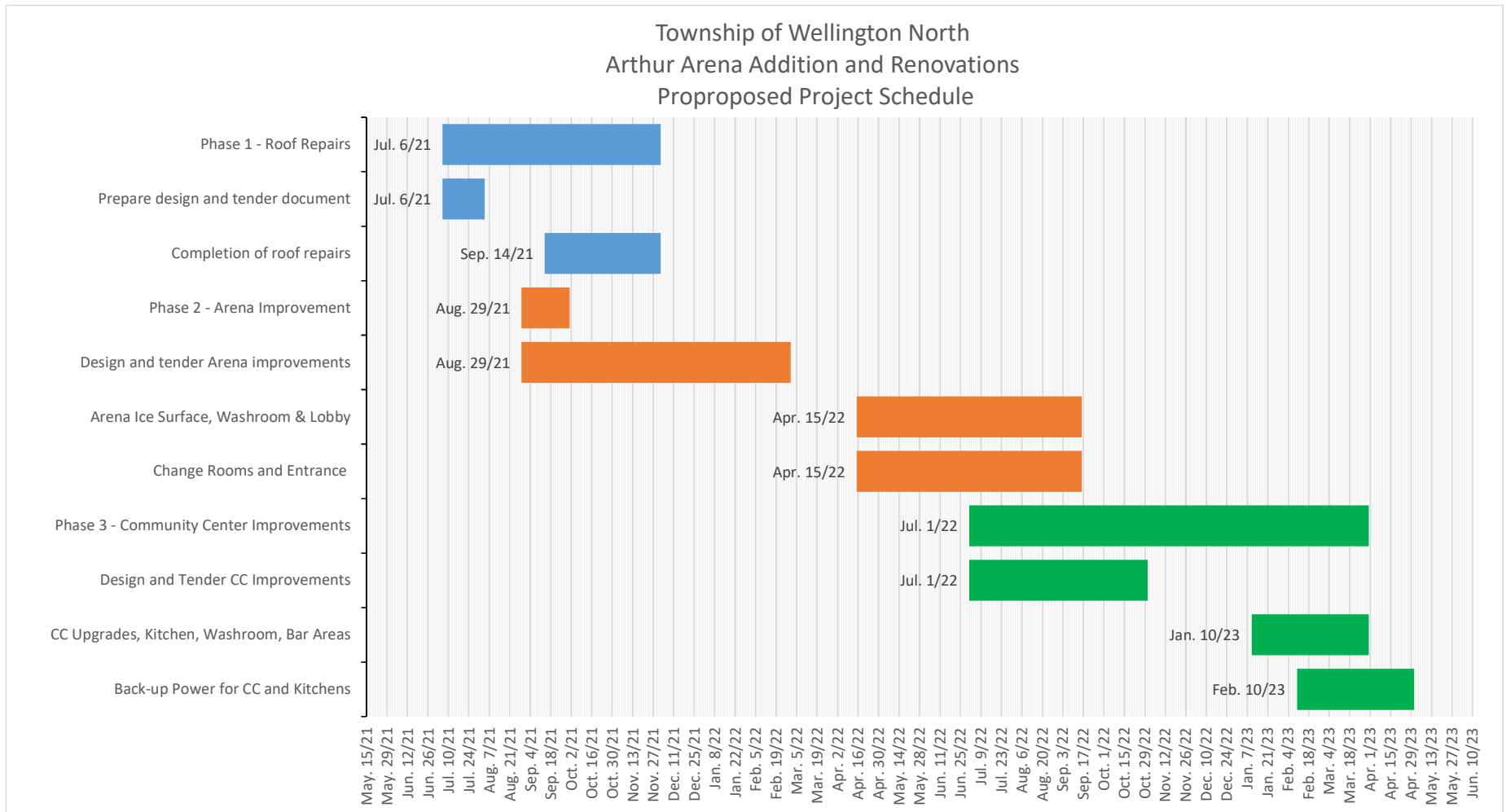
Facility Repair Needs	Component Costs	Over-head Costs	Probable Costs
Ice Rink Piping Replacement	1094500	30%	1422850
Roofing Replacement	230000	30%	299000
Second Floor Flooring, Kitchen	109000	30%	141700
Community Center, Kitchen	105000	30%	136500
Painting Steel Girders, Corrosion	20000	30%	26000
Estimated Total Repair Needs			\$ 2,026,050
Total Replacement Cost			\$ 9,502,558.77
FCI			21%



Note: Pricing information for most of the needs were provided by Allan Avis Architects.

The 30% overhead costs include Contractor overhead / profit, professional fees and permitting fees.

Replacement costs were calculated using unit prices from RSMeans, construction data resources.



Arthur Arena - Addition and Renovations

158 Domville Street, Arthur, Ontario

Project No. 1869

1 of 3

Budget Estimate of Probable Construction Cost Grant Application

October 22, 2019

Description of Work

Total

1.0 Entrance Lobby Upgrades/Alterations

(a) South Main Entrance Area: Expand Lobby to the south, reconfiguring entrance vestibule, office, utility room and adding an addition to increase circulation and Lobby space. Work includes removal of existing exterior doors, construction of new exterior foundation wall, modification/expansion of concrete floor slab, new exterior curtain wall/entrance door system and modifications to existing entrance canopy. Modify exterior site including, drop-off driveway, sidewalks and landscaping.

\$ 399,000.00

(b) Lobby Viewing Upgrades: Demolish existing east wall of Lobby area, provide foundation upgrades, as required, to support new structural steel columns and beam along the existing wall between lobby and arena. Expand Lobby 4' to east, adjacent to hockey boards, and provide concrete block wall with larger window openings for viewing of ice surface. Infill existing brine piping header access pit and provide new concrete slab-on-grade, flooring, painting, lighting, raised barrier-free viewing platform and ramp.

\$ 174,000.00

(d) Entry Modifications: Demolish existing bearing wall, adjacent to elevator, and provide support beam, column and footing.

\$ 12,000.00

Subtotal

\$ 585,000.00

2.0 Arena Universal Toilet Room:

Demolition of the existing concrete slab would be required, throughout a large majority of the existing Men's and Women's Washrooms, to accommodate installation of underground plumbing. Provide new concrete slab-on-grade floor, to patch affected areas, provide new concrete partition walls to construct new Universal Toilet Room. Provide new finishes to all washrooms, including new flooring, ceilings, bathroom fixtures, lighting, exhaust fans and washroom partitions.

\$ 147,000.00

Subtotal

\$ 147,000.00

3.0 Ice Making Piping Upgrades:

Remove existing ice rink concrete slab and brine piping. Provide new concrete slab-on-grade, complete with under slab and perimeter insulation, with new brine or glycol piping. Replace arena boards with new boards, installing existing glass and support stanchions on new boards.

\$ 1,094,500.00

Subtotal

\$ 1,094,500.00

4.0 Low Emissivity Ceilings:

Patch and repair existing low emissivity ceiling system, throughout the arena, with low-E foil tape, using elevated work platform for access.

\$ 5,000.00

Subtotal

\$ 5,000.00

Arthur Arena - Addition and Renovations

Project No. 1869

158 Domville Street, Arthur, Ontario

2 of 3

5.0 Change Room Upgrades:

(a) Renovated Change Rooms: Demolish south wall of all change rooms and expand change rooms into existing access corridor. Renovate existing change room washrooms by reorganizing fixtures and showers. Provide new benches, wall hooks, flooring, painting and washrooms fixtures/accessories.

\$ 426,000.00

(b) Access Corridor Addition: Construct new 7' wide access corridor, running the length of the south wall of the arena, connected to the newly renovated Lobby area, for easy access from the main entrance. The Addition would be constructed with concrete block, load-bearing exterior walls, exterior insulation, exterior concrete block veneer, intermittent windows, for natural lighting, flooring, lighting and HVAC.

\$ 377,000.00

Subtotal **\$ 803,000.00**

6.0 Roofing Upgrades:

Upgrade roofing system over Arena and Community Hall by modifying the roofing slope to existing drains, replace roofing drains and sump areas, where standing water occurs, repair roofing at blistered and bubbling membrane areas and provide new, modified bituminous membrane cap sheet over all of the existing roof (except for modified slope areas, where full system replacement is required) by degranulating existing cap sheet .

\$ 230,000.00

Subtotal **\$ 230,000.00**

7.0 Lighting Upgrades:

Upgrade lighting throughout Arena ice surface and viewing area, and Community Hall with new LED lighting.

\$ 57,000.00

Subtotal **\$ 57,000.00**

Arthur Arena - Addition and Renovations

158 Domville Street, Arthur, Ontario

Project No. 1869

3 of 3

8.0 Community Centre Upgrades:

(a) Universal Toilet Room: Demolish existing walls between broom closet and storage space, in the Community Hall. Construct new Universal Toilet Room, complete with floor slab/underground plumbing modifications, washroom fixtures and accessories, flooring, ceiling, HVAC and door hardware/controls.	\$ 65,000.00
(b) Kitchen Upgrades: The reconstructed kitchen would include a receptacle in the center island, carts, stored under the center island, for use in serving food, a set of two-way, swinging doors at kitchen entrance, new cabinetry, countertops, flooring, ceilings HVAC, and lighting. Existing appliances and range hood will be retained.	\$ 105,000.00
(c) Bar Upgrades: Install new sink and countertop. Provide underground drainage piping, modify concrete floor slab and repair flooring and walls to accommodate installation.	\$ 10,000.00
Subtotal	\$ 180,000.00

9.0 Maintenance of Structure:

(a) Painting Steel Structure: Epoxy paint all exposed structural steel members.	\$ 20,000.00
Subtotal	\$ 20,000.00

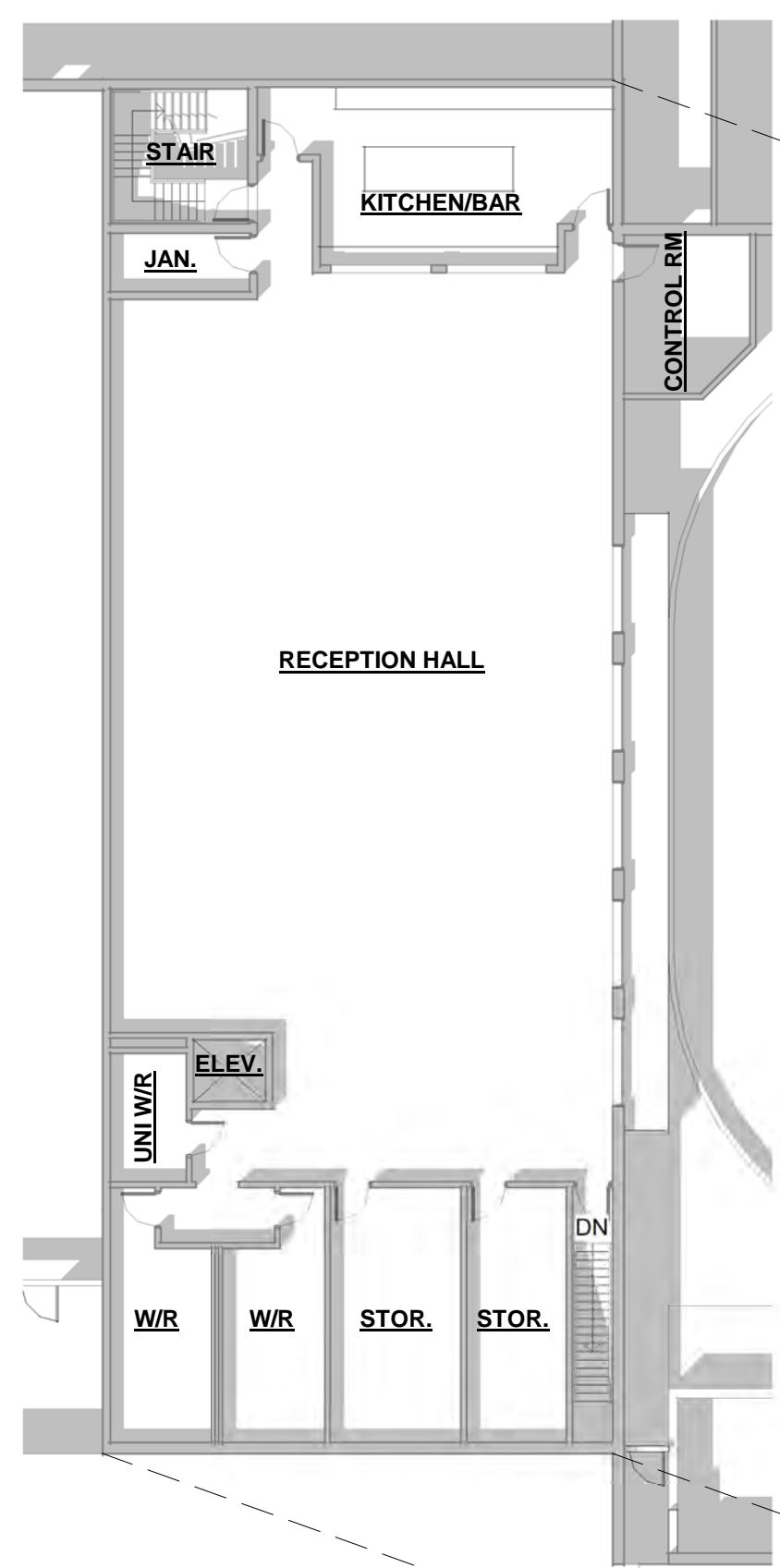
10.0 Electrical Upgrades:

(a) Back-up Generator: Back-up generator for Community Centre Lobby, Second floor and Kitchens.	\$ 100,000.00
Subtotal	\$ 100,000.00

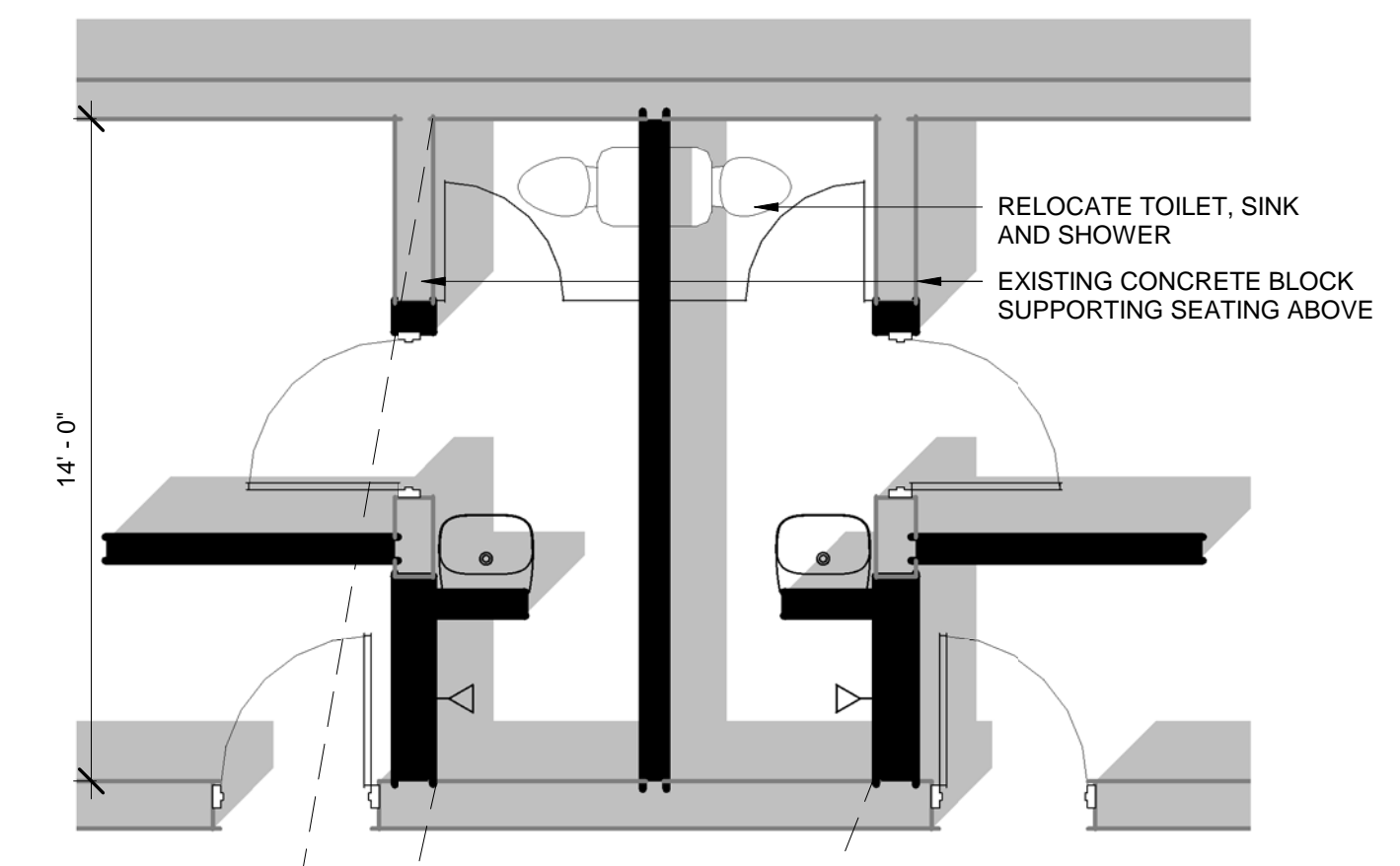
Subtotal	\$ 3,221,500.00
General Conditions, Overhead and Profit 15%	\$ 483,225.00
Permits and Fees 2.5%	\$ 80,537.50
Construction Contingency 20%	\$ 644,300.00
Subtotal	\$ 4,429,562.50
Professional Fees 15%	\$ 750,810.84
Value Added Taxes (HST) 13%	\$ 673,448.53
Grand Total	\$ 5,853,821.88

Budget Estimate Notes:

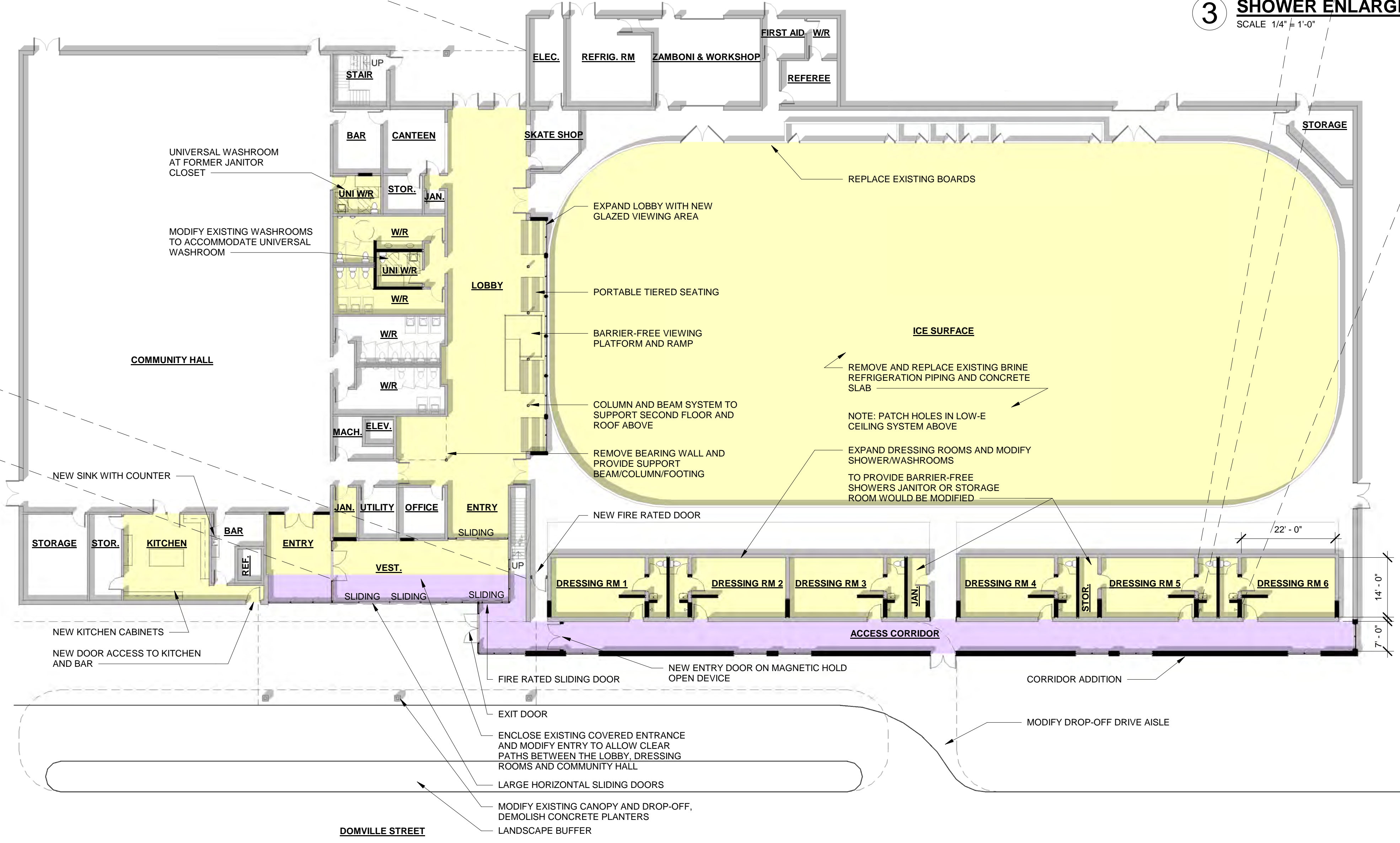
- 20% Contingency is included in Total. It is recommended that the Owner proceed with this Design and Construction Contingency Allowance to cover any unforeseen revisions to the contract.
- Fourth Quarter 2019 Dollars - Adjust for inflation/escalation at +5% compounded annually.
- This is a Class D Estimate, as defined by the Canadian Institute of Quantity Surveyors.
- It is recognized that neither Allan Avis Architects Inc. nor the Client have control over the cost of labour, materials or equipment, over the Contractors methods of determining bid prices, over competitive bidding, market or negotiating conditions. Accordingly, Allan Avis Architects Inc. cannot, and does not, warrant or represent that bids or negotiated prices will not vary from the Client's budget for the Construction Cost or from any Estimate of Probable Construction Cost or evaluation prepared or agreed to by Allan Avis Architects Inc.
- Professional Fees are included and calculated at 15% of Construction Cost, including HST.
- Supply and Installation of Furniture, Fixtures and Equipment (FF&E) is not included.



2 EXISTING TO REMAIN
SECOND FLOOR PLAN
 SCALE 1/16" = 1'-0"



3 **DRESSING ROOM SHOWER ENLARGED**
 SCALE 1/4" = 1'-0"



1 **FIRST FLOOR PLAN**
 SCALE 1/16" = 1'-0"

LEGEND

- EXISTING
- RENOVATION
- ADDITION

ARTHUR ARENA RENOVATIONS & ADDITIONS
 158 Domville Street
 Arthur, Ontario



Staff Report

To: Mayor and Members of Council Meeting of November 4, 2019
From: Matthew Aston, Director of Operations
Subject: OPS 2019-023 being a report on the 2019-2020 MTO Connecting Link Program Application

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2019-023 being a report on the 2019-2020 MTO Connecting Link Program Application be received;

AND FURTHER THAT Council support and direct staff to submit an application to the MTO's Connecting Link Program for the resurfacing of Highway 6 (George/Smith Street), from the Conestoga River Bridge to Conestoga Street, in Arthur;

AND FURTHER THAT Council agree to fund the Township's portion of the project cost, as recommended by Township staff, as well as support the project schedule detailed within the application.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Report OPS 2019-003 being a report on the 2019 MTO Connecting Link Program Application

BACKGROUND

B.M. Ross and Associates is now completing the application form and supporting documentation for submission as per the Ministry's guidelines. A resolution of Council explicitly authorizing their submission is a requirement of the ministry guidelines. Applications are due by no later than November 22, 2019. If successful, eligible roads related project costs (roads, curb and storm sewer) would be funded up to 90% by the province.

The scope of the project is as follows:

- Full depth and full width removal and replacement of the asphalt pavement (140mm depth; width ranges from 10.0m to 13.5m)
- Gravel road base surface restoration prior to paving
- Line painting
- Some manhole and catchbasin repairs/adjustments
- Some curb repairs (and adjacent sidewalk panel replacements when needed to complete curb repairs)

- Miscellaneous asphalt removal and replacement (driveway entrances; paved boulevard areas between the curb and sidewalk, including installing assessable ramps
- Improvements will also be made to Town-owned traffic signals at George / Charles
- Storm sewer improvements at 171 Smith Street

If the Township's connecting link application is approved, the intent is this project would be completed by 2021.

FINANCIAL CONSIDERATIONS

See Schedule A

ATTACHMENTS

Schedule A – BM Ross and Associates Cost Estimate

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 <i>Michael Givens</i>

Township of Wellington North
George Street (Hwy 6 Connecting Link), from the Conestoga River bridge to Frederick Street
Project No 19112

ITEMS	PROB. QTY.	UNIT	UNIT PRICE	AMOUNT
ROADWORK				
Water for Compaction	60.0	m ³	\$12.75	\$765.00
Calcium Chloride	6.7	t	\$1,700.00	\$11,390.00
Gran. 'A'	1,160.0	t	\$29.00	\$33,640.00
Hot Mix HL-3	900.0	t	\$125.00	\$112,500.00
Hot Mix HL-4	2,250.0	t	\$125.00	\$281,250.00
Hot Mix Miscellaneous, including removal	10.0	m ²	\$70.00	\$700.00
Full depth asphalt removal	7,950.0	m ²	\$4.50	\$35,775.00
Adjust Ex. MHs	7	Ea.	\$1,060.00	\$7,420.00
Adjust Ex. CB c/w curb and sidewalk replacement	1	Ea.	\$2,120.00	\$2,120.00
Removal and replacement of concrete curb & gutter including sidewalk repairs	99.5	m	\$530.00	\$52,735.00
Saw cut and seal asphalt joint at bridge	1.0	L.S.	\$1,060.00	\$1,060.00
Line painting	1.0	L.S.	\$8,000.00	\$8,000.00
Traffic signal improvements, including sidewalk and curb/curb ramp replacements	1.0	L.S.	\$275,000.00	\$275,000.00
Investigate and repair a small sink hole	1.0	L.S.	\$2,500.00	\$2,500.00
Sub-Total Roadwork				\$824,855.00
STORM SEWER - Native Backfill				
975mm Storm Sewer Concrete, including restoration		m	\$1,025.00	\$0.00
1800mm Manhole (701.012)		Ea.	\$9,550.00	\$0.00
2400mm Manhole (701.013)		Ea.	\$16,300.00	\$0.00
Pressure grout abandonment of existing storm sewer		m ²	\$1,000.00	\$0.00
Remove existing storm sewer		m	\$125.00	\$0.00
Sub-Total Storm				\$0.00
PROVISIONAL & MISCELLANEOUS ITEMS				
Insurance, Bonding Etc.	3.0%	L.S.	\$824,900.00	\$24,700.00
Traffic Control	3.0%	L.S.	\$824,900.00	\$24,700.00
Lump Sum for all other expenses	3.0%	L.S.	\$824,900.00	\$24,700.00
Additional Budgetting Allowance (Contingencies)	10%	L.S.	\$824,855.00	\$82,500.00
Sub-Total Prov. & Misc.				\$156,600.00
			Probable Construction Cost	\$981,455.00
			Engineering Fees Fixed Rate	\$147,218.25
			NET HST	\$19,864.65
			Total Probable Cost	\$1,148,537.90
Date unit prices last modified:	Unit prices adjusted by 3%/yr to reflect probable 2021 construction prices		15.0%	
			1.76%	
Probable cost prepared by:	Frank Vanderloo			
Date probable cost was prepared:	Tuesday, October 29, 2019		Class 4 Estimate. Design is 1% to 15% complete. End Usage is for a Study or say	
				\$1,148,500

Township of Wellington North
Smith Street (Hwy 6 Connecting Link), from Frederick Street to Clarke Street
Project No 19112

ITEMS	PROB. QTY.	UNIT	UNIT PRICE	AMOUNT
ROADWORK				
Water for Compaction	20.0	m ³	\$12.75	\$255.00
Calcium Chloride	2.0	t	\$1,700.00	\$3,400.00
Gran. 'A'	330.0	t	\$29.00	\$9,570.00
Hot Mix HL-3	260.0	t	\$125.00	\$32,500.00
Hot Mix HL-4	650.0	t	\$125.00	\$81,250.00
Hot Mix Miscellaneous, including removal	75.0	m ²	\$70.00	\$5,250.00
Full depth asphalt removal	2,300.0	m ²	\$4.50	\$10,350.00
Adjust Ex. MHs	5	Ea.	\$1,060.00	\$5,300.00
Adjust Ex. CB c/w curb and sidewalk replacement	1	Ea.	\$2,120.00	\$2,120.00
Adjust Ex. CB c/w curb (no sidewalk replacement)	7	Ea.	\$1,600.00	\$11,200.00
Removal and replacement of concrete curb & gutter including sidewalk repairs	16	m	\$530.00	\$8,480.00
Removal and replacement of concrete curb & gutter (no sidewalk repairs)	28.5	m	\$225.00	\$6,412.50
Line painting	1.0	L.S.	\$1,600.00	\$1,600.00
Investigate and repair a small sink hole	1.0	L.S.	\$2,500.00	\$2,500.00
Sub-Total Roadwork				\$180,187.50
PROVISIONAL & MISCELLANEOUS ITEMS				
Insurance, Bonding Etc.	3.0%	L.S.	\$167,000.00	\$5,000.00
Traffic Control	3.0%	L.S.	\$167,000.00	\$5,000.00
Lump Sum for all other expenses	3.0%	L.S.	\$167,000.00	\$5,000.00
Additional Budgetting Allowance (Contingencies)	10%	L.S.	\$167,015.00	\$16,700.00
Sub-Total Prov. & Misc.				\$31,700.00
			Probable Construction Cost	\$211,887.50
			Engineering Fees Fixed Rate	\$31,783.13
			NET HST	\$4,288.60
			Total Probable Cost	\$247,959.23
Date unit prices last modified:	Unit prices adjusted by 3%/yr to reflect probable 2021 construction prices		15.0%	
			1.76%	
Probable cost prepared by:	Frank Vanderloo			
Date probable cost was prepared:	Wednesday, May 22, 2019		Class 4 Estimate. Design is 1% to 15% complete. End Usage is for a Study or say	
				\$248,000

Township of Wellington North
Smith Street (Hwy 6 Connecting Link), from Clarke Street to Conestoga Street
Project No 19112

ITEMS	PROB. QTY.	UNIT	UNIT PRICE	AMOUNT
ROADWORK				
Water for Compaction	20.0	m ³	\$12.75	\$255.00
Calcium Chloride	2.5	t	\$1,700.00	\$4,250.00
Gran. 'A'	410.0	t	\$29.00	\$11,890.00
Hot Mix HL-3	320.0	t	\$125.00	\$40,000.00
Hot Mix HL-4	800.0	t	\$125.00	\$100,000.00
Hot Mix Miscellaneous, including removal	240.0	m ²	\$70.00	\$16,800.00
Full depth asphalt removal	2,860.0	m ²	\$4.50	\$12,870.00
Adjust Ex. MHs	6	Ea.	\$1,060.00	\$6,360.00
Adjust Ex. CB c/w curb replacement	8	Ea.	\$1,600.00	\$12,800.00
Remove MH	2	Ea.	\$555.00	\$1,110.00
Removal and replacement of concrete curb & gutter (no sidewalk repairs)	10.0	m	\$225.00	\$2,250.00
Line painting	1.0	L.S.	\$2,120.00	\$2,120.00
Sub-Total Roadwork				\$210,705.00
STORM SEWER - Native Backfill				
975mm Storm Sewer Concrete, including restoration	150.0	m	\$1,025.00	\$153,750.00
1800mm Manhole (701.012)	1	Ea.	\$9,550.00	\$9,550.00
2400mm Manhole (701.013)	2	Ea.	\$16,300.00	\$32,600.00
Pressure grout abandonment of existing storm sewer	11.3	m ²	\$1,000.00	\$11,300.00
Remove existing storm sewer	80.0	m	\$125.00	\$10,000.00
Sub-Total Storm				\$217,200.00
PROVISIONAL & MISCELLANEOUS ITEMS				
Insurance, Bonding Etc.	3.0%	L.S.	\$427,900.00	\$12,800.00
Traffic Control	3.0%	L.S.	\$427,900.00	\$12,800.00
Lump Sum for all other expenses	3.0%	L.S.	\$427,900.00	\$12,800.00
Additional Budgetting Allowance (Contingencies)	10%	L.S.	\$427,905.00	\$42,800.00
Sub-Total Prov. & Misc.				\$81,200.00
			Probable Construction Cost	\$509,105.00
			Engineering Fees Fixed Rate	\$76,365.75
			NET HST	\$10,304.29
			Total Probable Cost	\$595,775.04
Date unit prices last modified:	Unit prices adjusted by 3%/yr to reflect probable 2021 construction prices		15.0%	
			1.76%	
Probable cost prepared by:	Frank Vanderloo			
Date probable cost was prepared:	Tuesday, October 29, 2019		Class 4 Estimate. Design is 1% to 15% complete. End Usage is for a Study or say	
				\$596,000

SUMMARY (net HST inclusive)

George Street, from Conestoga River bridge to Frederick Street	\$1,148,500
Smith Street, from Frederick Street to Clarke Street	\$248,000
Smith Street, from Clarke Street to Conestoga Street	\$596,000
Total Probable Cost	\$1,992,500

PRESS RELEASE

Saugeen Conservation appoints interim General Manager/Secretary-Treasurer

For Release: Immediately

Dated: October 24, 2019

Saugeen Conservation is proud to announce that they will be hiring an interim General Manager/Secretary-Treasurer to lead the course of conservation throughout the Saugeen Valley watershed jurisdiction. Mr. Dick Hibma is from the Owen Sound area and comes to Saugeen Conservation with extensive knowledge and understanding of conservation and Conservation Authorities. The current General Manager/ Secretary-Treasurer, Wayne Brohman, will be retiring on October 31st.

Mr. Hibma was the Chair of Grey Sauble Conservation Authority for a total of 18 years, and the Chair of Conservation Ontario, the umbrella organization for all 36 Conservation Authorities across Ontario, for 12 years. “On behalf of SVCA’s Board of Directors, we are extremely fortunate to have an individual of this caliber”, stated Dan Gieruszak, Chair of Saugeen Conservation.

Mr. Hibma is very much looking forward to his new role at Saugeen Conservation. “I have had the honour of working in the conservation field for over 23 years on the governance side” he said. “I see this as a unique opportunity to utilize some of the talents and knowledge I have gained over the years, and to work with staff and directors in furthering the grass-roots conservation efforts of Saugeen Conservation.

Mr. Hibma is also very familiar with the ‘watershed management model’ which is the effective signature brand of all Conservation Authorities across Ontario in the results-oriented implementation of conservation measures.

Mr. Hibma will begin his duties at Saugeen Conservation, starting next week, October 28th.

“On behalf of the Board and staff, I would like to extend a warm welcome to Mr. Hibma.”, stated Dan Gieruszak, Chair of Saugeen Conservation. “He will be a great asset to our organization.

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For more information, please contact:
Dan Gieruszak, Chair, Saugeen Conservation
(519) 353-7251

Or

Shannon Wood, Manager of Communications
Saugeen Conservation
s.wood@svca.on.ca or 519-369-4295 (cell)
519-367-3040 ext. 229

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

BY-LAW NUMBER 096-19

**BEING A BY-LAW TO AUTHORIZE A TOWER SITE LICENCE
AGREEMENT BETWEEN THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH AND PACKET-TEL CORP.
(PACKET WORKS)**

WHEREAS the Corporation of the Township of Wellington North is the owner of a communications tower located on the property at 7490 Sideroad 7 West, Kenilworth, Ontario, in the municipality of the Township of Wellington North, in the County of Wellington, in the Province of Ontario;

AND WHEREAS the Corporation of the Township of Wellington North and Packet-Tel Corp. have agreed to enter into a Licence Agreement with respect to the Site and Tower upon the terms and conditions set out in the agreement.

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

1. The Corporation shall enter into a Tower Site Licence Agreement in substantially the same form as the agreement attached hereto as Schedule A.
2. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign the said Agreement after it has been signed on behalf of the Licensee corporation.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 4th DAY OF NOVEMBER, 2019.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

SCHEDULE A TOWER SITE LICENCE AGREEMENT

THIS AGREEMENT made in duplicate as of the 21st day of October, 2019.

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH,
7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0**

Hereinafter referred to as “the Licensor”,

- AND -

**PACKET-TEL CORP., carrying on business under the firm name and style,
PACKET WORKS,
515 Dotzert Court, Waterloo, Ontario N2L 6A7**

Hereinafter referred to as “the Licensee”.

WHEREAS the Licensor is the owner of a communications tower located on the Licensor’s property at 7490 Sideroad 7 West, Kenilworth, Ontario, in the municipality of the Township of Wellington North, in the County of Wellington, in the Province of Ontario (hereinafter referred to as “the Tower” and “the Site” respectively).

AND WHEREAS the parties hereto have agreed to enter into the Licence with respect to the Site and the Tower upon the terms and conditions hereinafter set out.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and the mutual covenants and obligations contained herein, it is agreed by and between the parties hereto as follows:

TERM

1. This agreement is for a term of five (5) years commencing on the 31st day of August, 2019 terminating on the 31st day of August, 2024.

LICENCE FEE

2. In consideration of the Licence herein granted, and without prior demand, the Licensee shall pay to the Licensor an annual fee of EIGHT HUNDRED DOLLARS (\$892.00) per large antenna installed and FOUR HUNDRED DOLLARS (\$446.00) per small antenna installed, payable in advance, without any deduction or set-off whatsoever, during the term of this agreement. The annual fee shall be due and payable on the 31st day of August in each year provided that if an antenna is installed between August 31st of one

year and August 31st of the next year, the first advance rental payment shall be prorated from the installation date to the following August 31st.

LICENCE

3. The Licensor hereby grants to the Licensee a Licence to install three (3) large antennae and six (5) small antennae, associated cables and equipment cabinet on the Tower and obtain power from the Licensor as outlined in Section 2 of the Licence Fee to operate the above mentioned equipment. Frequencies in the 900 MHz, 2.4 GHz, 4.9 GHz and 5 GHz bands are reserved for the exclusive use of the Licensor and Licensee on the Tower.
4. The Licensee will not add any equipment without written authorization from the Licensor and will not exceed the tower's weight capacity, including the three antennae for the Licensor's use.
5. The Licensee shall not assign, transfer or otherwise dispose of, or encumber the Licence granted herein in whole or in part without obtaining the prior written consent of the Licensor, which consent may not be unreasonably withheld.

ACCESS

6. The Licensor shall make available to the Licensee, its officers, employees and/or agents reasonable access to the Site for the purposes necessary to the reasonable exercise by the

Licensee of the License granted herein. . In this paragraph "reasonable access" means upon reasonable prior notice to the Licensor through its Chief Administrative Officer or Director of Legislative Services/Clerk and access to the Tower and the Site at a time and in a manner that does not unduly interfere with the normal vehicular and equipment activities of the Licensor which the Licensee acknowledges is a municipal corporation serving the public from and at the Site. The Licensee shall provide the Licensor with a list or work to be completed before gaining access to the Site and shall provide the Licensor with written proof of WSIB coverage on a yearly basis due on the 31st day of August in each year.

INDEMNIFICATION

7. The Licensee shall indemnify and save harmless the Licensor for any damage to the Site, (including the said Tower and other structures and equipment thereon) occasioned by the Licensee's use thereof as permitted herein. The Licensee shall at all times indemnify and save harmless the Licensor from and against any and all claims, demands, losses, costs, charges, expenses, actions and other proceedings (including those in connection with workers' compensation or any similar or successor arrangement) made, brought against, suffered by or imposed on the Licensor or its property in respect of any failure by the Licensee to fulfill any of its obligations under this agreement or for any reason whatsoever or in respect of any loss, damage or injury (including injury resulting in death):

- (a) to any person or property (including, without restricting the generality of the foregoing, employees, contractors, agents and property of the Licensor) directly or indirectly arising out of, resulting from or sustained by reason of the occupation or use of the lands, or any operation in connection therewith or any fixtures or chattels thereon, or
- (b) to any person while on adjoining lands of the Licensor in the course of that person's entry onto or exit from the Site.

INSURANCE

- 8. The Licensee shall take out and keep in force during the term of this licence comprehensive property damage and public and general liability insurance for coverage of no less than Two Million Dollars (\$2,000,000.00) per occurrence and shall provide the Licensor with an updated Certificate of Insurance due on the 31st day of August in each year.

NO TENANCY, AGENCY OR PARTNERSHIP CREATED

- 9. Nothing contained herein shall be deemed or construed by the parties as creating any relationship between the parties other than that of Licensor and Licensee.

ACKNOWLEDGEMENT

- 10. The Licensee acknowledges that the Licensor has installed additional antennae on the Tower for use by or for the municipality during the term of this agreement, and the Licensor covenants and agrees to advise the Licensee prior to installing of any further antennae on the Tower during the term of this agreement.

NOTICE

- 11. Any notice which is required to be given under the terms of this agreement may be effectively given by the parties hereto if personally delivered or by mailing the same by prepaid registered mail directed to:

in the case of the Licensor to:

The Corporation of the Township of Wellington North
 P.O. Box 125
 7490 Sideroad 7 West
 KENILWORTH, Ontario
 N0G 2E0
 Attention: CAO

in the case of the Licensee to:

Packet –Tel Corp.
 cob Packet Works
 515 Dotzert Court
 WATERLOO, Ontario
 N2L 6A7
 Attention: Michael Andrews

Any notice shall be deemed to be effectively given on the date of personal delivery or on the expiration of the fifth (5th) day following the day on which such mailing was affected, except in the case of postal interruption when personal service only shall be effective.

TERMINATION

12. If the Licensee defaults in performing any of its obligations under this agreement, the Licensor shall give written notice to the Licensee of such default giving the Licensee fifteen (15) days to remedy such default failing which the Licensor may terminate this Licence and the Licensee shall then forthwith remove its chattels and fixtures, if any, from the Site and shall restore the Site to the condition in which it was at the commencement of this agreement.

SUCCESSORS

13. This agreement and the covenants and obligations herein contained shall enure to the benefit of and be binding upon the Licensor, its successors and assigns and shall be binding upon the Licensee, its permitted successors and assigns.

GENERAL PROVISIONS

14. This agreement may only be amended in writing executed by both parties hereto.
15. The parties acknowledge that this agreement does not grant any interest, whether legal or equitable, to the Licensee in or to any real property of the Licensor.
16. The Licensee shall maintain all equipment in good repair at its own expense and shall repair on written notice from the Licensor.
17. The Licensee shall leave the Site in substantially the same condition at the expiry of this Agreement as it was at the commencement and the Licensee may remove its equipment from the Site provided all damage occasioned thereby shall forthwith be repaired by the Licensee at its expense.
18. The Licensee shall comply with all Federal, Provincial and Municipal laws, Rules, Regulations and By-laws and shall hold the Licensor harmless from the consequence of its failure to do so.
19. The Licensor shall not be liable, directly or indirectly, for any personal injuries that may be suffered or sustained by any person who may be on the Site or for any loss of or damage or injury to property belonging to the Licensee or any other person unless such injury, loss or damage is due to the Licensor's negligence or default or the negligence or default of those for whom the Licensor is in law responsible.
20. The Licensee shall fully indemnify and save harmless the Licensor from and against all construction liens and related costs and other claims in connection with all work performed by or for the Licensee on the Site, and shall promptly remove all registered claims from title.

21. This agreement shall be interpreted in accordance with the laws of the Province of Ontario.

IN WITNESS WHEREOF the parties hereto have duly caused this agreement to be executed.

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

Per: _____
Andrew Lennox, Mayor

Per: _____
Karren Wallace, Clerk
We have authority to bind the corporation.

PACKET-TEL CORP.

Per: _____
President – Michael Andrews
I have authority to bind the corporation.

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

BY-LAW NUMBER 097-19

**BEING A BY-LAW TO AUTHORIZE THE SALE OF REAL
PROPERTY TO OK CONSTRUCTION**

WHEREAS it is deemed to be in the best interests of The Corporation of the Township of Wellington North to convey the following lands:

PART LOT 32, CON 1, DIV 3 NORMANBY DESIGNATED AS PART 2,
61R10178; TOWNSHIP OF WELLINGTON NORTH PIN: 71072-0099 (LT); AND,
PART LOT 32, CON 1, DIV 3 NORMANBY, PT 1 61R10178 AND PT 1
61R10813; TOWNSHIP OF WELLINGTON NORTH,
PIN: 71072-0108 (LT)

AS IN:

PART LOT 32, CON 1, DIV 3 NORMANBY BEING PART 2 61R10178 AND
PART 6 61R21655; TOWNSHIP OF WELLINGTON NORTH (OK
CONSTRUCTION INC.)

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

1. The corporation is authorized to enter into an Agreement of Purchase and Sale agreement with O K CONSTRUCTION INC. in the form of the draft attached as Schedule "A" for the sale of the lands.
2. The Mayor and the Clerk are hereby authorized and directed to take such and authorize such documents as in the municipal solicitor's opinion are necessary or advisable to carry out the terms of the said agreement.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 4th DAY OF NOVEMBER, 2019**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

**AGREEMENT OF PURCHASE AND SALE (the "Agreement" or "APS")
this 29th day of October, 2019.**

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the "Vendor")

-and-

O K CONSTRUCTION INC.

(the "Purchaser")

WHEREAS the Vendor is the owner, in fee simple, of the lands and premises described in Schedule "A" (the "Property");

NOW THEREFORE IN CONSIDERATION of the mutual covenants and premises in this Agreement, the parties agree as follows:

**SECTION I
GENERAL**

1. The Purchaser agrees to purchase the Property and the Vendor agrees to sell the Property according to the terms of this Agreement.
2. In consideration of the agreement referred to in the preceding paragraph, the Purchaser shall pay a total Purchase Price of Twenty-four Thousand, Five Hundred Dollars (\$24,500.00) to the Vendor. The Purchase Price shall be paid as follows:
 - (a) One Thousand Dollars (\$1,000.00) is payable by the Purchaser by certified cheque upon execution of this Agreement, to be held on an interest free basis by the Solicitor for the Vendor as a deposit pending completion of this transaction on account of the Purchase Price on completion, or if this Agreement is not completed through no fault of the Purchaser, the deposit shall be returned to the Purchaser; and
 - (b) The balance of the Purchase Price, subject to adjustments, shall be paid to the Vendor on the Completion Date, by certified cheque.

**SECTION II
PURCHASE OF PROPERTY**

3. Deed
 - (a) The Vendor agrees to deed or transfer the Property to the Purchaser subject to the terms of this Agreement.
4. Completion Date
 - (a) The closing of this transaction shall be November 27, 2019, or such other date as mutually agreed upon (the "Completion Date") at which time possession of the Property in "as is, where is" condition shall be given to the Purchaser other than as provided in this APS. The Vendor acknowledges that it has the right and authority to sell the Property.

5. Council Approval

- (a) This transaction is subject to compliance with Section 270 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended and the approval of the Council of The Corporation of the Township of Wellington North in its sole and absolute discretion by by-law. Council approval shall be obtained on or before the Completion Date, or this agreement will be null and void and the deposit returned without interest or deduction.

6. Documents, Reports and Information

- (a) The Vendor will produce and deliver to the Purchaser within thirty (30) days of the execution of the APS any documents, reports or information in its possession in respect to the Property. The Purchaser agrees to return all of the above documentation to the Vendor if this transaction is not completed.

**SECTION III
CONDITIONS, REPRESENTATIONS AND WARRANTIES**

7. "As Is" Condition

- (a) The Purchaser acknowledges that it is acquiring the Property in an "as is" condition and that it must satisfy itself within thirty (30) days of the execution of the APS regarding the condition of the Property including, but not limited to, all existing physical conditions of this Property, environmental conditions, fitness for any purpose, suitability for construction, soil bearing capacity for any building proposed, and the availability of municipal services and utilities necessary for the Purchaser's proposed use of the Property. The Purchaser acknowledges that the Vendor shall not be responsible for any physical deficiencies of this Property or for any past, present or future environmental liabilities and hereby waives any claims against the Vendor in respect of any environmental liabilities on this Property. The Purchaser agrees to sign a release and indemnity in favour of the Vendor on or before closing with respect to matters set out in the preceding sentence. If the Purchaser is for any reason whatsoever dissatisfied with the Property, it shall deliver written notice to that effect to the Vendor by no later than the time specified herein, and this Agreement shall be terminated and the deposit shall be returned to the Purchaser without interest or deduction. If the Vendor is notified that the condition of the Property is not satisfactory, then the Purchaser shall, prior to receiving its deposit monies back and prior to being entitled to a full release from the Vendor with respect to this Agreement, restore the Property to its original condition as it existed prior to such testing or inspection by the Purchaser, at the Purchaser's sole expense. If the Purchaser fails to deliver written notice to the Vendor within the time specified herein regarding this condition, this condition shall be deemed to have been waived by the Purchaser.

8. Investigation by the Purchaser

- (a) The Purchaser acknowledges having inspected the Property prior to executing the APS and understands that upon the execution by the parties of this APS, and subject to any conditions herein, there shall be a binding agreement of purchase and sale between the Purchaser and the Vendor. It shall be the Purchaser's responsibility to provide, at its own expense, any soil bearing capacity tests or environmental inspection, as may be required or desired, and the Vendor shall grant the Purchaser access for such testing or inspection at all reasonable times, on reasonable notice, for the purpose of conducting reasonable inspections.

9. Future Use

- (a) The Vendor and the Purchaser agree that there is no condition, express or implied, representation or warranty of any kind that the future intended use of the Property by the Purchaser is or will be lawful except as may be specifically stipulated elsewhere in this Agreement.

10. Development Covenants and Restrictions

- (a) The Property shall be subject to the development covenants and restrictions more particularly set out in Schedule "B" attached to this APS, which shall survive the completion of this transaction and run with the Property. The development covenants and restrictions shall be registered on title by the Vendor and the cost of registration shall be at the expense of the Purchaser. In the event that the said covenants and restrictions are not registered on title to the Property on or before closing, the Purchaser covenants and agrees to consent to the registration of the covenants and restrictions after closing. The Purchaser agrees that it shall not transfer, assign its rights, interests, liabilities and obligations under this Agreement or to the Property without first ensuring that the proposed assignee or transferee has entered into an assumption agreement in a form satisfactory to the Vendor, acting reasonably, requiring the assignee or transferee to be bound by all of the terms and conditions of this Agreement. In the event of such assignment, the Purchaser's rights, interests, liabilities and obligations hereunder is released and discharged from any and all liabilities and obligations arising under and pursuant to this Agreement.

11. Property Not for Resale

- (a) The Purchaser covenants that it is purchasing the Property for the construction of a building and not for resale purposes.

**SECTION IV
PRIOR TO COMPLETION DATE**

12. Purchaser May Inspect the Property

- (a) The Purchaser, its agents and contractors shall be permitted to inspect the Property and the buildings as frequently as is reasonably necessary between the date of acceptance hereof and the Completion Date at reasonable times and upon reasonable notice to the Vendor.

13. Insurance

- (a) Pending closing, the Vendor shall hold all insurance policies and the proceeds thereof in trust for the parties as their interest may appear and in the event of damage to the Property. The Purchaser may elect to either receive the proceeds of the insurance and complete the purchase or to cancel the APS and have all the deposit monies paid to the Vendor returned together with all interest earned thereon without deduction.

**SECTION V
COMPLETING THE TRANSACTION**

14. Deed

- (a) The Deed or Transfer of the Property will be prepared at the expense of the Vendor in a form acceptable to the solicitors for the Purchaser and the Purchaser will pay all Land Transfer Tax, Harmonized Sales Tax and other costs in connection with the registration of it.

15. Electronic Registration

- (a) The parties agree that the transaction shall be completed by electronic registration pursuant to Part III of the Land Registration Reform Act, R.S.O. 1990, c.L.4 as amended. The parties acknowledge and agree that the delivery and release of documents may, at the discretion of the lawyer: a) not occur contemporaneously with the registration of the transfer/deed and other registerable documentation, and b) be subject to conditions whereby the lawyer receiving documents and/or money will be required to hold them in trust and not release them except in accordance with the terms of a written agreement between the lawyers entered into in the form of the Document

Registration Agreement adopted by the Joint LSUC-OBOA Committee on Elective Registration of Title Documents.

16. Survey or Reference Plan
 - (a) The parties acknowledge that a Reference Plan may be registered on title and may be used to provide a registrable description of the Property.
17. Letters and Reports from Officials of the Vendor
 - (a) On or before the requisition date, the Vendor agrees to provide to the Purchaser, at the Vendor's expense, letters or reports from the Fire Chief of the Township of Wellington North and the Building and Zoning Department of the Township of Wellington North regarding the status of compliance with all codes, by-laws, rules and regulations with respect to the Property and the buildings located thereon.
18. Examination of Title
 - (a) Title to the Property shall be good and marketable and free from all encumbrances except for any service easements or rights-of-way to be reserved in favour of the Vendor and for any easements or rights-of-way registered on title and any minor encroachments shown on the survey or Reference Plan delivered to the Purchaser.
 - (b) The Purchaser is allowed thirty (30) days from the execution of the APS to examine the title to the Property. If on or before this date the Purchaser furnishes the Vendor in writing with any valid objections: to the title; to any undisclosed outstanding work orders; to undisclosed non-compliance with the municipal by-laws or covenants and restrictions which run with the land and cannot be resolved before the Completion Date; as to any objection of which the Vendor shall be unable to remedy or correct by the Completion Date and which the Purchaser will not waive, then this APS shall, notwithstanding any intermediate acts or negotiations, be terminated and the deposit shall be returned to the Purchaser without deduction and the Vendor and the Purchaser shall not be liable for any costs, damages, compensation or expenses.
19. Vendor to Discharge all Encumbrances
 - (a) The Vendor agrees to obtain and register at its own expense, on or before the Completion Date, a discharge of all liens, encumbrances, agreements and mortgages now registered against the Property and not assumed by the Purchaser. The Vendor further covenants and agrees to discharge, on or before the Completion Date, any and all liens, chattel mortgages, assignments or any other security interest given by the Vendor against its personal Property.

20. Adjustments

- (a) The Vendor agrees that all security deposits, if any, held by the Vendor including interest thereon shall be credited to the Purchaser in the Statement of Adjustments prepared for the Completion Date.
- (b) Any rents, mortgage, interest, taxes, local improvements, water and assessment rates shall be apportioned and allowed to the Completion Date, the day itself to be apportioned to the Purchaser.

21. Deliveries by the Vendor To The Purchaser on Closing

- (a) The Vendor covenants and agrees to deliver to the Purchaser on the Completion Date, all such deliveries to be a condition of the Purchaser's obligation to close this transaction, the following:
 - (i) A deed of the Property;
 - (ii) Any survey or reference plan of the Property in the possession of the Vendor;
 - (iii) A Statutory Declaration by an authorized officer of the Vendor stating that accurateness and truthfulness of all of the representations and warranties;
 - (iv) A Statutory Declaration by an authorized officer of the Vendor as to possession of the Property in a form acceptable to the solicitors for the Purchaser;
 - (v) A Statutory Declaration by an authorized officer of the Vendor that it is not now, and upon completion will not be, a "non-resident person" within the meaning and for the purpose of Section 116 of the Income Tax Act, R.S.C., 1985, c. 1 (5th Supp.) as amended;
 - (vi) Certified copies of all appropriate Certificates, By-Laws and other documents of Vendor authorizing the transaction herein; and
 - (vii) Such further documentation and assurances as the Purchaser may reasonably require to complete the transaction contemplated by the APS.

22. Harmonized Sales Tax

- (a) The parties hereto acknowledge and agree that the transaction contemplated herein is subject to the Harmonized Sales Tax (HST) under the Excise Tax Act, R.S.C., 1985, c. E-15 (the "Act") and that the Purchase Price does not include HST. The Vendor shall provide the Purchaser with its HST Business Number. The Purchaser shall pay to the Vendor any HST imposed under the Act payable in connection with the transfer of the Property to the Purchaser, or as it may direct, unless the Purchaser or its nominee, or its assignee, provides:
 - (i) A certificate on or before the Completion Date containing a representation and warranty to the Vendor that:
 - (1) It is registered for the purpose of the HST on the Completion Date and specifying the HST registration number;
 - (2) It will self-assess the HST on its GST/HST return or file the prescribed form pursuant to subsection 228(4) of the Act in connection with the purchase of the Property; and
 - (3) The Property transferred pursuant to this APS is being purchased by the Purchaser, or its nominee or assignee, as principal for its own account and is not being purchased by the Purchaser as agent, trustee or otherwise on behalf of or for

another person, and does not constitute a supply of residential complex made to an individual for the purpose of paragraph 221 (2)(b) of the Act.

- (4) An indemnity, indemnifying and saving harmless the vendor from any HST payable on this transaction and penalty and interest relating to HST; and
- (5) A notarial true copy of its HST registration confirmation.

SECTION VI MISCELLANEOUS

23. Entire Agreement

- (a) There is no representation, warranty, collateral agreement or condition affecting this Agreement of the Property other than expressed herein.

24. Tender

- (a) Any tender of documents or moneys hereunder may be made upon the solicitor acting for the party upon whom tender is desired, and it shall be sufficient that a negotiable, certified cheque may be tendered instead of cash.

25. Time of Essence

- (a) Time shall be of the essence of this Agreement.

26. Planning Act

- (a) This Agreement shall be effective only if the provisions of Section 50 of the Planning Act, R.S.O. 1990, c.P.13, as amended are complied with.

27. Notices

- (a) All notices in this Agreement shall be in writing and shall be deemed to have been given if delivered by hand or mailed by ordinary mail, postage prepaid, addressed to the solicitor for the person to whom such notice is intended to be given at the following addressed:

Solicitors for the Vendor:

Duncan, Linton LLP
ATTENTION: Patrick J. Kraemer
45 Erb Street West
Waterloo, ON N2J 4B5
Fax: (519) 886-8651

Solicitors for the Purchaser:

Angela Alaimo
197 George St.,
Arthur, ON N0G 1A0
Fax: (519) 848-2395

If mailed, such notices must also be given by facsimile transmission on the date it was so mailed. If so given, such notices shall be deemed to have been received on the first business day following the date it was delivered or marked mailed out.

28. Successors and Assigns

- (a) The Purchaser shall be permitted to assign all of its right, title and interest in and to this APS with the Vendor's written approval which shall not be unreasonably withheld. Subject to the restrictions in the preceding sentence, the Vendor agrees to engross the Transfer/Deed of Land as directed by the

Purchase on the completion Date as the Purchaser may elect, and the Vendor agrees to complete the transaction contemplated by this APS on the Completion Date with such assignee or nominee. The Purchaser is released from all liability hereunder, if it assigns its interest in this APS. This Agreement shall be binding upon the parties hereto and their respective successors and assigns.

29. Schedules

- (a) The following Schedules shall form an integral part of this Agreement:
 - (i) Schedule "A" Description of Property
 - (ii) Schedule "B" Development Covenants

30. Acceptance by Fax or Email

- (a) The Purchaser and Vendor acknowledge and agree that the communication of this Agreement of Purchase and Sale may be transmitted by way of facsimile or electronic mail, and that they agree to accept such signatures and documents to be legal and binding upon them.

31. Counterparts

- (a) This agreement may be signed in any number of counterparts, each of which is considered to be an original, and all of which are considered to be the same documents.

32. Severability

- (a) If any provision of this Agreement, or the application thereof to any circumstances, shall be held to be invalid or unenforceable, then the remaining provisions of this Agreement, or the application thereof to other circumstances, shall not be affected, and shall be valid and enforceable.

IN WITNESS WHEREOF the parties have executed this Agreement.

The Corporation of the Township of Wellington North

Andrew Lennox, Mayor

Karren Wallace, Clerk

We have authority to bind The Corporation of the Township of Wellington North.

O K CONSTRUCTION INC.

Per:

Name:

Title:

Name:

Title:

I/We have authority to bind the Corporation.

SCHEDULE "A"
LEGAL DESCRIPTION OF LANDS

ALL AND SINGULAR that certain parcel or tract of land and premises situated, lying and being in the Township of Wellington North in the County of Wellington, being comprised of:

PART OF:

PART LOT 32, CON 1, DIV 3 NORMANBY DESIGNATED AS PART 2, 61R10178;
TOWNSHIP OF WELLINGTON NORTH,

PIN: 71072-0099 (LT); and,

PART OF:

PART LOT 32, CON 1, DIV 3 NORMANBY, PT 1 61R10178 AND PT 1 61R10813;
TOWNSHIP OF WELLINGTON NORTH,

PIN: 71072-0108 (LT)

AS IN:

PART LOT 32, CON 1, DIV 3 NORMANBY BEING PART 2 61R10178 AND PART 6
61R21655; TOWNSHIP OF WELLINGTON NORTH.

**SCHEDULE “B”
DEVELOPMENT COVENANTS**

1. Title Control

- (a) The owner or owners of the property (the “Owner”) upon which these development covenants attach (the “Property”) covenants and agrees that it may not use the Property for its intended use and may not retain ownership of the Property unless the Owner has constructed a building for such use including obtaining a building permit for a permanent building with a minimum area of five thousand square feet (5,000 ft.²). The Owner further covenants and agrees to commence construction of a permanent building on the Property which complies with the permitted uses of the Property’s zoning within one (1) year of the date the Owner took title to the Property being the date of registration of transfer (the “Completion Date”) and to substantially complete the construction of the said building in conformity with an approved site plan within eighteen (18) months from the Completion Date of this transaction.
- (b) In the event that the Owner has not obtained a building permit in accordance with the provisions of subclause 1.a) above, the Owner may request from The Corporation of the Township of Wellington North (the “Township of Wellington North”), in writing, an extension of the time specified in subclause 1.a) above up to a maximum extension period of six (6) months, (such extension, the “Extended Time”) upon payment by the Owner to the Township of Wellington North of a performance deposit equal to ten (10%) percent of the purchase price of the Property (the “Performance Deposit”). The Performance Deposit shall be refunded to the Owner, without interest, upon the Owner’s compliance with and completion of the provisions of subclause 1.a) above within the Extended Time. In the event that the Owner fails to complete construction within the Extended Time, then the Township of Wellington North shall, in addition to its other rights and remedies as set out herein or otherwise, be entitled to retain the Performance Deposit as liquidated damages and not as a penalty, in partial or full satisfaction of the Township of Wellington North’s damages.
- (c) If the Owner does not comply with the provisions of subclause 1.a) above within the periods therein specifically set out or within the Extended Time, the Owner, will, at the option of the Township of Wellington North by notice in writing to the Owner, re-convey good title to the Property to the Township of Wellington North, free and clear of all encumbrances, in consideration for payment by the Township of Wellington North to the Owner of 100% of the purchase price paid by the Owner to the Township of Wellington North for the conveyance of the Property in the first instance (the “Reconveyance Consideration”). The re-conveyance shall be completed within sixty (60) days of the notice set out in this subclause. The Township of Wellington North shall be allowed to deduct from the Reconveyance Consideration all of its reasonable costs, realty commission and legal fees incurred with respect to the original conveyance of the Property by the Township of Wellington North to the Owner, as well as the costs of the Township of Wellington North in re-acquiring the Property, including without limitation, realty commission, registration costs, land transfer tax, legal fees and such other costs as reasonably incurred by the Township of Wellington North. The Township of Wellington North shall not be required to pay for any improvements that may have been made, constructed, installed or performed by the Owner on the Property.
- (d) Subject to subclause 1.c) above, the Owner covenants that it will not sell the Property or any part thereof to any person, firm or corporation without first

offering, in writing, to sell the Property to the Township of Wellington North for consideration equal to or less than the consideration paid by the Owner to the Township of Wellington North in the original conveyance of the Property less the costs of the Township of Wellington North incurred in re-acquiring the Property, including without limitation, real estate commission, land transfer tax, registration costs, legal fees and such other costs as reasonably incurred by the Township of Wellington North, provided however that the Owner may sell or transfer the Property to a subsidiary or affiliate corporation as defined in the Business Corporations Act, R.S.O. 1990, c.B.16 as amended, provided such subsidiary assumes and confirms its acceptance of the within covenants and restrictions and expressly undertakes in writing to comply with them in such form as the Township of Wellington North may require. The Township of Wellington North shall have ninety (90) days from the receipt of an offer made by the Owner under this subclause, to accept such offer which acceptance shall be in writing. If the Township of Wellington North does not accept an offer to sell made by the Owner under the provisions of this subclause, the Township of Wellington North's right to repurchase the Property so offered shall terminate. However, the remaining provisions of this clause 1 as well as other provisions herein shall continue in full force and effect. The limitation contained in this subclause, will expire upon the Owner fulfilling all of the building requirements as set out in subclauses 1.a) and 1.b) above.

2. Township of Wellington North Option on Vacant Portion of Land

- (a) The Township of Wellington North shall have the option to repurchase such vacant portion of the Property not used by the Owner for the construction of an initial building thereon provided such land is not reasonably ancillary to the Owner's use and occupation of the said building. The option shall be exercisable by the Township of Wellington North for consideration equal to the per square foot consideration paid by the Owner to the Township of Wellington North in the original conveyance of the Property, less the costs of the Township of Wellington North incurred in re-acquiring the subject portion of the Property, including without limitation, real estate commission, land transfer tax, registration costs, legal fees and such other costs as reasonably incurred by the Township of Wellington North.

3. Occupation of Building

- (a) If the Owner or a lessee thereof fails to occupy the building within six (6) months after satisfying the provisions of subclauses 1.a) and 1.b) above with respect to the completion of the building, and for so long as the building remains unoccupied, beginning on the first day following the six (6) month period after satisfying the provisions of subclauses 1.a) and 1.b) above, the Owner shall pay to the Township of Wellington North as liquidated damages, quarterly amounts equal to the difference in Property tax between what is being paid by the Owner as Property tax for the Property when deemed vacant land and what would be paid as Property tax by the Owner for the Property if the building was occupied. If any such payment is not duly remitted by the Owner, interest shall be calculated on the balance owing in the same manner and shall be paid at the same rate to the Township of Wellington North as interest is calculated and paid to the Township of Wellington North on unpaid taxes.
- (b) In the event that the Owner or the Owner's lessee has not occupied the building in accordance with the provisions of subclause 3.a) above, the Owner may request, in writing, that the Township of Wellington North extend the time for occupation of the building for a maximum period of 6 months, which request the Township of Wellington North shall review and may approve in its sole and absolute discretion. Additional Extensions can be granted at the option of the Township of Wellington North, upon written

request from the Owner prior to the expiry of any prior extensions granted by the Township of Wellington North.

4. Assignment of Covenants

- (a) The Owner acknowledges and agrees that the covenants and restrictions herein shall run with the title to the Property. The Owner, for itself, its successors, heirs, and assigns in title from time to time of all or any part or parts of the Property will observe and comply with the stipulations, restrictions, and provisions herein set forth (the “Restrictions”), and covenants that nothing shall be erected, fixed, placed or done upon the Property or any part thereof in breach or in violation or contrary to the Restrictions or the provisions of the agreement of purchase and sale between the Owner and the Township of Wellington North and that the Owner will require every subsequent purchaser or every successor in title to assume and acknowledge the binding effect of this document, as well as, covenant to observe and comply with the Restrictions and other covenants herein, and the surviving provisions of this Agreement of Purchase and Sale.

5. Force Majeure

- (a) If the Owner shall be unable to fulfill, or shall be delayed or restricted in fulfilling any of the obligations set out herein due to any act or neglect of the Township of Wellington North or any of its employees, or due to strikes, walkouts, lockouts, fire, unusual delay by common carriers, or by any other cause beyond the Owner’s reasonable control, then the time for fulfilling any such obligations shall be extended for such reasonable time as may be required by the Owner to fulfill such obligation.

6. Right to Waive

- (a) Notwithstanding anything herein contained, the Township of Wellington North and its successors shall have the power by instrument or instruments in writing from time to time to waive, alter or modify the herein covenants and restrictions with respect to their application to any part of the Property without notice to or approval from the Owner or notice to or approval from the owners of any other adjacent or nearby lands.

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

BY-LAW NUMBER 100-19

**BEING A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN
THE CORPORATION OF THE TOWNSHIP OF WELLINGTON
NORTH AND PEOPLE INFORMATION NETWORK (PIN)**

AND WHEREAS the Corporation of the Township of Wellington North and People Information Network (PIN) have agreed to enter into an Agreement with respect to a Volunteer Engagement Initiative upon the terms and conditions set out in the agreement.

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

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

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 4TH DAY OF NOVEMBER, 2019.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



September 27, 2019

Mandy Jones
Community Recreation Coordinator
Township of Wellington North
7490 Sideroad 7 W, PO Box 125
Kenilworth, ON N0G 2E0

Dear Mandy,

On behalf of PIN – The People and Information Network, I am pleased to present you a proposal to address your request to better understand volunteer engagement in the Township of Wellington North. We propose that this be done through survey and focus group research using the Canadian Code for Volunteer Involvement as a guideline.

PIN is a charitable organization founded in 2001 (formerly the Volunteer Centre of Guelph/Wellington). We are dedicated to promoting volunteerism and supporting volunteer engagement within Guelph and Wellington County. One of our objectives is to increase the capacity of our communities to engage volunteers. By assisting nonprofits and municipalities to apply the best practices in volunteer engagement, we hope to improve the experience of the volunteer and elevate volunteer involvement broadly.

Since our inception, we have worked with over 150 organizations in our community, offering services including conducting volunteer management audits, developing volunteer recruitment strategies, writing volunteer policy and procedure manuals as well as training for staff and volunteers. We feel our experience and unique positioning as a clearinghouse of volunteer expertise in our community make us an ideal consultant to assist your Township.

I look forward to discussing our proposal with you in greater detail. Please do not hesitate to contact me at your convenience.

Sincerely,

Christine Oldfield
Executive Director

Old Quebec Street Shoppes
55 Wyndham Street North, Suite 4A
Guelph, Ontario N1H 7T8
t 519-822-0912 • 1-866-693-3318
f 519-822-1389
PINnetwork.ca



A. Project Goal

To assist The Township of Wellington North, by conducting research to better understand volunteer engagement within the Township. Surveys and focus groups will be used to paint a picture of volunteerism, including where and what volunteers do, how they find out about opportunities, what motivates them and what barriers they experience that prevents or deters them from volunteering. PIN also proposes to hold an engagement event to present the findings of this research to the community. PIN will use Canadian best practice standards while maintaining our commitment to professionalism and adhering to projected budget and timeline parameters.

B. Project Overview

PIN will use the **“Canadian Code for Volunteer Involvement”** as a guideline for development of the research. Other tools and resources will be consulted throughout the project as needed.

The Canadian Code for Volunteer Involvement was developed in 2001 (and revised in 2017) and promotes values, guiding principles and organization standards applicable to volunteer engagement.

Information will be collected through a combination of a facilitated focus groups (with volunteers and organizations that support volunteers) and individual surveys. We feel this 360-degree feedback will provide you with useful information and a better understanding of the dynamics of volunteer engagement in the Township of Wellington North. An engagement event to present the results of the research will allow a unique opportunity for conversation about both the current state of volunteering and the potential of volunteer engagement in the Township of Wellington North. This dialogue will help to identify the potential for greater and deeper volunteer involvement as well as the potential for a more coordinated effort by service providers, volunteers and the municipality to create an environment in which everyone is working towards the same goals.

C. Task and Timeline

OPTION	TASK	TIME LINE	CONSULTATION
Survey Promotion	Development of marketing material to encourage community members to take the survey (incl. poster, ad, email template, webslider and social media collateral)		½ day
Survey	Develop survey (targeting current, previous and future volunteers)		½ day
Focus Groups	Organize and conduct 2 focus groups (targeting current, previous and future volunteers) Organize and conduct 1 focus group (targeting volunteer involving organizations such as the municipality, service clubs and NP organizations)		3 days
Analysis	Analyze results of data collection from surveys and focus groups		1 days
Report & Presentation	Analyze results of the research and write a report and create a presentation of results.		2 days
Engagement Event	Promote, organize and deliver an engagement event to present findings to involve the audience in a joint visioning exercise		1 day

D. Role of The Township of Wellington North

We propose that there would be one specific contact person for PIN throughout this project. There are key pieces of information that will need to be provided to us to prepare this consultation and key pieces of information that will need to be communicated to the community. It is up to you to gather the information and communicate with us through your designated contact person. We expect that any questions or additional information that is required will be communicated throughout the project through your contact person.

E. Project Management

Christine Oldfield, Executive Director will be the lead for this project. Christine's background includes a Certificate in Senior Leadership and Management in the Not-for-Profit Sector (Conestoga College), the completion of a Certificate in Volunteer Management, and training experience with international volunteers through VSO Canada (Voluntary Service Overseas). Christine has been the lead researcher on numerous volunteer consultations and training in our community.

Emily Vincent, Program Coordinator of the Snow Angels and BestMatch Program. Emily has participated in several volunteer program reviews and also manages the volunteers for PIN as well as for the Snow Angels – volunteer snow shovelling program. In addition to over 10 years of experience managing volunteers, Emily has a Certificate in Volunteer Management from Conestoga College.

F. Budget

70% will be due at the beginning of the project upon the signing of this proposal and 30% will be due immediately following the completion of the project. A detailed budget follows. The Volunteer Centre will keep track of all hours and will provide a full accounting throughout the project, upon request.

Project Costs

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
Training & Consultation Fee	\$5,200.00	\$650/day x 8 days (membership rate)
Travel	\$300	@.43 a km (6 trips)
Total	\$5,500.00	

** Please note PIN does not charge GST

G. Relevant Experience

PIN has completed 7 volunteer management consultations for local organizations including: Guelph Soccer, the Guelph Community Health Centre, Distress Centre Wellington Dufferin, the Guelph Jazz Festival, the Guelph-Wellington Women in Crisis, Family and Children Services of Guelph Wellington, and the Township of Centre Wellington. These consultations required extensive staff time and expertise and were conducted using a national standard of volunteer management best practices.

H. References

Available upon request.

Agreed and Accepted,
~~Mandy Jones, Community Recreation Coordinator, Township of Wellington North~~

Name Mayor Andrew Lennox Clerk Karren Wallace

Signature





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

Our Cultural Moment for November celebrates the Arthur Cenotaph

One hundred years ago, November 1919, the Great War had been over for a year. In that time, there were many suggestions for a way to memorialize those who had sacrificed in the conflict. In Arthur, a group of women formed a Memorial Association and suggested a cenotaph and park. They chose the land at the corner of George and Frederick Streets, despite those who thought the former site of livery stables was inappropriate. However, council agreed with the Association, purchased it for \$500.00. Donations came from many sources, from bazaars to groups of former citizens living in Toronto.

A local skilled stonemason was hired as builder. The stones came from local farms, making this memorial unique in Ontario as the first built from fieldstone. The federal government donated the marble slab in the centre of the cenotaph with the cross embedded in it. Mrs. David Brocklebank, whose son Stanley had died of wounds in France in 1918, unveiled the memorial on August 1st, 1923. In January 1930 the park and memorial monument were turned over to the town by the Association along with a bond of \$11,000 for perpetual care.

Since their dedication, the cenotaph and the park have become a focal point for honouring local people who volunteered for both World Wars and other conflicts around the world. In 1970 Dutch citizens donated benches and lights to the park in thanks for the Canadian liberation of Holland in World War II. In 1995 a Homecoming committee unveiled a plaque recognizing Arthur's history as "Canada's Most Patriotic Village." Arthur Legion added plaques with World War II volunteers' names. In 2016 700 red and white tulips were planted in beds at the front of the park, in honour of the gifts of tulips from Holland. The Historical Society and the Revitalization Committee added a plaque to honour the women who initiated the memorial.

Every year on Remembrance Day local citizens and youth from all schools participate in the wreath-laying ceremony at the cenotaph. This homage to the men and women who dedicated themselves to their country is woven into the fabric of the village.

Submitted by Gail Donald; Wellington North Cultural Roundtable



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

BY-LAW NUMBER 101-19

**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
NOVEMBER 4, 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 November 4, 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 4TH DAY OF NOVEMBER 2019.**

**ANDREW LENNOX,
MAYOR**

**KARREN WALLACE,
CLERK**