

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JUNE 28, 2021 AT 7:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
VIA WEB CONFERENCING**

HOW TO JOIN

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

Please click this URL to join. <https://us02web.zoom.us/j/86585698800>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free) or long distance 1-438-809-7799

Webinar ID: 865 8569 8800

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

**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the June 28, 2021 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

COUNTY COUNCIL UPDATE

Steve O'Neill, Wellington County Councillor, Ward 4

AWARDS/RECOGNITION/DECLARATIONS

- | | |
|--|-----|
| 1. Faye Craig, Senior of the Year Award 2021 | 001 |
| <ul style="list-style-type: none">Awarded by The Honourable Raymond Cho, Minister for Seniors and Accessibility and The Honourable Elizabeth Dowdeswell Lieutenant Governor of Ontario and Mayor Andrew Lennox | |

PRESENTATIONS

- | | |
|--|-----|
| 1. Raymond Soucy, Executive Director | 002 |
| <ul style="list-style-type: none">Centre Wellington Community Foundation / Wellington North Community Fund | |

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the June 28, 2021 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Jaime Baker, Minor Variance

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the June 28, 2021 Regular Meeting of Council at : .

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 14, 2021 010

Recommendation:

THAT the minutes of the Regular Meeting of Council held on June 14, 2021 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Arthur Chamber of Commerce, Directors Meeting, June 9, 2021 018

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce, Directors Meeting, held on June 9, 2021.

- b. Arthur Business Improvement Association, June 16, 2021 020

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Association meeting held on June 16, 2021.

- c. Safe Communities Wellington County Leadership Table, May 19, 2021 022

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table meeting held on May 19, 2021.

- d. Saugeen Valley Conservation Authority, Authority Meeting, May 20, 2021 024

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority, Authority Meeting held on May 20, 2021.

- e. Wellington Health Care Alliance, 2020/21 Annual Report to the Community 031

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington Health Care Alliance, 2020/21 Annual Report to the Community.

2. PLANNING

- a. Planning Report, prepared by Curtis Marshall, Manager of Development Planning, dated June 21, 2021, regarding Final Draft Zoning By-law – Cachet Developments (Arthur) Inc., Draft Plan of Subdivision – 23T-20202, Zoning By-law Amendment ZBA 06-20, 321 Domville St., Arthur 039

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report, prepared by Curtis Marshall, Manager of Development Planning, dated June 21, 2021, regarding Final Draft Zoning By-law – Cachet

Developments (Arthur) Inc., Draft Plan of Subdivision – 23T-20202, Zoning By-law Amendment ZBA 06-20, 321 Domville St., Arthur.

3. BUILDING

- a. Report CBO 2021-08 Building Permit Review Period Ending May 31, 2021 046

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2021-08 being the Building Permit Report for the period ending May 31, 2021.

4. FINANCE

- a. Vendor Cheque Register Report, June 18, 2021 048

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated June 18, 2021.

- b. Report TR2021-009 - 2021 Capital Program Update 051

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TTR2021-009 – 2021 Capital Program Update.

5. OPERATIONS

- a. Report OPS 2021-023 being a report on the award of Eastview Sidewalk 056

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-023 being a report on the award of Eastview Sidewalk;

AND FURTHER THAT Council award the request for tender to Steed & Evans at a cost of \$60,000 plus applicable taxes;

AND FURTHER THAT Council authorize the CAO or their designate to sign any necessary agreements with Steed & Evans to execute this project.

6. ADMINISTRATION

- a. Report CLK 2021-017 Cemetery fees and charges 061

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2021-017 Cemetery fees and charges;

AND FURTHER THAT Council approve cemetery fees and charges increases effective January 1, 2022 as follows:

Single Grave	\$780.00
Care & maintenance	\$520.00
TOTAL	\$1,300.00
Niche (2 Urns)	\$1,145.00
Care & maintenance	\$205.00
TOTAL	\$1,350.00

Scattering Garden	\$84.00
Care & maintenance	\$56.00
TOTAL	\$140.00
Adult Burial	\$900.00
Saturday Charge	\$365.00
Child (12& under)	\$200.00
Saturday Charge	\$365.00
Cremated Remains in plot	300.00
Saturday Charge	\$240.00
Inurnment in Niche	\$200.00
Saturday Charge	\$130.00
Scattering	\$100.00
Saturday Charge	\$240.00
Disinterment	\$900.00
Vault Storage	\$185.00
*Flat marker 173 in sq	\$100.00
*Flat marker 4'x4'	\$200.00
*Upright marker	\$400.00

AND FURTHER THAT the Clerk be directed to forward to the Bereavement Authority of Ontario for final approval.

- b. Report CLK 2021-018 Council meeting Schedule for 2022

066

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive or information Report CLK 2021-018 being a report Council meeting schedule for 2022.

AND FURTHER THAT Council approves the Council meeting schedule for 2022.

- c. Report HR 2021-001 Website Refresh

069

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information HR 2021-001 being a report on Website Refresh;

AND FURTHER THAT staff be directed to enter into a contract with Upanup Studios;

AND FURTHER THAT costs associated with the website refresh be funded from the Provincial Modernization, Efficiency Grant.

7. COUNCIL

- a. Aldo L. Salis, Director of Planning and Development, correspondence dated June 17, 2021, regarding County of Wellington Official Plan Review Consultation 080

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Aldo L. Salis, dated June 17, 2021, regarding County of Wellington Official Plan Review Consultation.

- b. Crime Stoppers Guelph Wellington, newsletter, The Informant, Summer 2021, 2nd Quarter 084

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Crime Stoppers Guelph Wellington, newsletter, The Informant, Summer 2021, 2nd Quarter.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Recommendation:

THAT all items listed under Items For Consideration on the June 28, 2021 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Recreation, Parks and Leisure Committee
- Wellington North Power
- Mount Forest Homecoming Committee (inactive)

Councillor Burke (Ward 2):

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

Councillor Hern (Ward 3):

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

Councillor McCabe (Ward 4):

- Recreation, Parks and Leisure Committee
- Arthur BMX/Skateboard Park Advisory Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Arthur Trail Committee

Mayor Lennox:

- Committee of Adjustment
- Wellington North Power
- Ex Officio on all committees

BY-LAWS

- | | |
|--|-----|
| a. By-law Number 072-21 being a by-law to amend By-law Number 10-08, a by-law to regulate traffic in the Township of Wellington North | 085 |
| b. By-law Number 073-21 being a bylaw to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North (Pt Park Lts 3-4 S/S Domville; Pt Park Lots 6 & 7 N/S Smith; RP 60R1199 Parts 3 & 4 RP 60R3022 Pt 2 and Crown Survey Pt Park Lot 8 N; Smith ST RP 61R10854 Part 2, municipally known as 321 Domville St., Arthur, Township of Wellington North, Cachet Developments (Arthur) Inc.) | 086 |

Recommendation:

THAT By-law Number 072-21 and 073-21 be read a First, Second and Third time and enacted.

CLOSED MEETING SESSION

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

(d) labour relations or employee negotiations

Recommendation:

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

(d) labour relations or employee negotiations

1. REPORTS

- HR 2021-002 Employee Remuneration

2. REVIEW OF CLOSED SESSION MINUTES

- June 14, 2021

3. RISE AND REPORT FROM CLOSED MEETING SESSION

Recommendation:

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

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report HR 2021-002 Employee Remuneration;

AND FURTHER THAT Council approves the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the June, 14 Council Meeting

CONFIRMING BY-LAW

092

Recommendation:

THAT By-law Number 074-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on June 28, 2021 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of June 28 be adjourned at ____ p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Recreation, Parks and Leisure Committee – via video conference	Tuesday, July 6, 2021	8:30 a.m.
Arthur BMX/Skateboard Park Committee Arthur Optimist Pavilion	Wednesday, July 7, 2021	7:00 p.m.
Wellington North Farmers Market Victory Community Centre	Saturday, July 3, 2021	8:30 a.m. to 12:00 p.m.
Shop Local Sidewalk Saturday – Main Street Mount Forest	Saturday, July 10, 2021	8:30 a.m. to 3:00 p.m.
Regular Council Meeting – via video conference	Monday, July 12, 2021	2:00 p.m.
Wellington North Cultural Roundtable	Thursday, July 15, 2021	12:00 p.m.
Arthur Business Improvement Association, Directors Meeting	Wednesday, July 21, 2021	7:30 p.m.
Regular Council Meeting – via video conference	Monday, July 26, 2021	7:00 p.m.
PIN Volunteer Webinar Series – Screening and Finding the Best Match July 28 th	Wednesday, July 28, 2021	12:00 p.m. to 1:00 p.m.
Regular Council Meeting – via video conference	Monday, August 9, 2021	2:00 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



SENIOR OF THE YEAR AWARD 2021

PRIX DE LA PERSONNE ÂGÉE DE L'ANNÉE

Presented to / Décerné à

Faye Craig

by the Municipality of / par la municipalité de

The Township of Wellington North

In recognition of your outstanding contributions to your community after age 65.
En reconnaissance de la contribution exceptionnelle apportée à votre collectivité après 65 ans.



Raymond Cho

The Honourable Raymond Cho
Minister for Seniors and Accessibility

L'honorable Raymond Cho
Ministre des Services aux
aînés et de l'Accessibilité

V. Elizabeth Dowdeswell

Her Honour the Honourable Elizabeth Dowdeswell
Lieutenant Governor of Ontario

Son Honneur l'honorable Elizabeth Dowdeswell
Lieutenant-gouverneure de l'Ontario

Head of Council

Président(e) du conseil



CENTRE
WELLINGTON
COMMUNITY
FOUNDATION

CENTRE WELLINGTON'S 2019

VitalSigns.
"Our community snapshot"

J Raymond Soucy

Executive Director

Monday June 28th, 2021



Township of Wellington North
Council Meeting

PARTNERSHIPS LEADERSHIP

DONORS

GRANTING

The Three Roles of
Community
Foundations



The intend of setting up the Two Funds

- “One of the challenges small rural communities face is obtaining new investment and at the same time ensuring we have the mechanisms in place to keep current wealth from leaving the community,” says Andy Lennox, Mayor of the Township of Wellington North. “

The Two Funds

- The “*Wellington North Community Fund*” will focus on supporting the Wellington North community at large, and the “*Wellington North Youth Fund*” will do the same but focus specifically on youth initiatives in Wellington North.

Interim Fund Statement Q1-2021



WELLINGTON NORTH COMMUNITY FUND

FUND OVERVIEW		ENDOWED FUND
Reporting Period ending	March 31, 2021	
Date Established	February 10, 2020	
Total Contributed Capital to 3/31/2021*		\$25,000.00
Total Grants Awarded to 3/31/2021		\$.00
2021 ACTIVITIES		ENDOWED FUND
Fund Balance as of January 1, 2021 (Market Value)		\$25,006.48
Additions		
Contribution/Donations		0.00
Earnings		\$256.00
Total Earnings		\$ 256.00
Less Distributions		
Grants Awarded		\$.00
Administrative Support Fee		156.29
Total Distributions		\$ 156.29
Fund Balance on March 31, 2021		\$25,106.19

* From all contributors



Thank you for your contribution to making a better Wellington North

Interim Fund Statement Q1-2021



WELLINGTON NORTH YOUTH FUND

FUND OVERVIEW		ENDOWED FUND
Reporting Period ending	March 31, 2021	
Date Established	February 10, 2020	
Total Contributed Capital to 3/31/2021*		\$27,000.00
Total Grants Awarded to 3/31/2021		\$.00
2021 ACTIVITIES		ENDOWED FUND
Fund Balance as of January 1, 2021 (Market Value)		\$27,008.49
Additions		
Contribution/Donations		0.00
Earnings		\$276.00
Total Earnings		\$ 276.00
Less Distributions		
Grants Awarded		\$.00
Administrative Support Fee		168.8
Total Distributions		\$ 168.80
Fund Balance on March 31, 2021		\$27,115.69

* From all contributors



Thank you for your contribution to making a better Wellington North



COVID-19 response by bringing LOCAL and FEDERAL DOLLARS to our Communities



The Raw Carrot Strategies employment w/disabilities \$3,580

Community Resource Centre Program CONNECT \$3,000 (MT)

Community Resource Centre Winter Cloth \$7,500, North Wellington, Centre Wellington

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

Children's Foundation of Guelph Wellington Free to Grow at Home \$5,000 (MT)

Ramoth House Summer Student \$4,000

Family Counselling & Support Services Guelph-Wellington MFFHT(Pop Up Shelters) \$2,500

VON - Mount Forest Family Health Team Virtual Blood (pressure Monitoring Clinic) \$2,930

Community Resource Centre Winter Cloth \$6,750, North Wellington, Centre Wellington

Township of Wellington North & Mount Forest Lions Club Community Pantry \$5,000

Community Resource Centre Pen Pal Program \$2,500 (MT)

Children's Foundation of Guelph Wellington Fresh Food for Kids \$15,000 (Multi Township) Twice = \$30,000

Guelph Wellington Women in Crisis \$4,500 (MT)

**MT= Multi Township included Wellington North + any of Mapleton, Minto, Centre Wellington), ** Partial list of grants*

Looking to the Future Let's Talk

- ✓ Keep LOCAL Dollars LOCAL by growing both Funds
- ✓ Start to Grant from the funds
- ✓ Maximize Opportunities when they present themselves such as \$60,000 from the Donald Family to support local Minor Sports & COVID-19 granting
- ✓ Initiatives like “Food Insecurity survey” at www.cwcfoundation.ca





CENTRE
WELLINGTON
COMMUNITY
FOUNDATION

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MAKES YOU.
AND YOU MAKE
YOUR COMMUNITY.



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Centre Wellington Community Foundation
Or us BN: 859545295RR0001

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JUNE 14, 2021 AT 2:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
VIA WEB CONFERENCING (recorded in two parts due to technical issues)**

Part 1: https://www.youtube.com/watch?v=m6H_ooH_KuE

Part 2: <https://www.youtube.com/watch?v=q6DZ5ulQz0k>

Members Present:

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

Member Absent:

Councillor: Steve McCabe

Staff Present:

Chief Administrative Officer:	Michael Givens
Director of Legislative Services/Clerk:	Karren Wallace
Deputy Clerk:	Catherine Conrad
Director of Finance:	Adam McNabb
Economic Development Officer:	Dale Small
Director of Operations:	Matthew Aston
Community Recreation Coordinator:	Mandy Jones
Manager of Recreation Services:	Tom Bowden
Chief Building Official:	Darren Jones
Deputy Chief Building Official:	Brian Corley
Human Resources Manager:	Chanda Riggi
Manager of Development Planning:	Curtis Marshall
Planner:	Matthieu Daoust
Director of Fire Services/Fire Chief:	Chris Harrow
Fire Prevention Officer/Deputy Chief:	Marco Guidotti
Deputy Chief:	Callise Loos

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2021-174

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Agenda for the June 14, 2021 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

PRESENTATIONS

1. Rob Mattice and Chris Holden, 88.7 The River
 - The Story So Far... A Presentation For Wellington North Council

Mr. Mattice and Mr. Holden reviewed the history of 88.7 The River outlining Council involvement in the establishment of the community radio station, licensing, broadcasting, name of the station, and studio location. The River celebrated their fifth anniversary on-air in October 2020. The CRTC license was renewed last September though to August 2027.

A partnership with The Grand in Centre Wellington provides local news coverage and two news readers. The River is not a commercial radio station so all profits go back into the station or community. The station is converting invoicing, music and automation software to bring improvements and functionality both on-air and behind the scenes. Plans for the next 10 years include further upgrades to the studio equipment and creating a program to financially support other local charities.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, May 25, 2021
2. Special Meeting of Council, June 2, 2021

RESOLUTION: 2021-175

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on May 25, 2021 and the Special Meeting of Council held on June 2, 2021 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meeting of Council

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2c, 2g, 5a, 6a, 6b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2021-176

Moved: Councillor Burke

Seconded: Councillor Yake

THAT all items listed under Items For Consideration on the June 14, 2021 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority, Authority Meeting held on April 15, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority General Membership Meeting #3-2021 held on March 17, 2021 and the Board of Directors Meeting #4-21, April 21, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Committee meeting held on May 20, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on June 1, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority, summary of the General Membership Meeting – May 28, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-014 being a report on Consent Application (Lot Line Adjustment) B25-21 known as Part Lot 27, Concession 6 in the geographic township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B25-21 as presented with the following conditions:

- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;*
- *THAT the owner enter into an agreement apportioning any future maintenance costs on any Municipal Drain located on the property; and the owner shall provide a \$500.00 deposit, for each drain, to cover the cost of the re-apportionment of such drain(s).*

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

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-015 being a report on Consent Application (Lot Line Adjustment) B29-21 known as Part Lot 33, Concession 1, Division 3 in the geographic town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B29-21 as presented with the following conditions:

- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;*

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

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-017 being a report on Consent Application (Severance) B36-21 known as Part Lot 26, Concession 6, in the geographic township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B36-21 as presented with the following conditions:

- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;*
- *THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication fee be \$1,000/lot or part lot created, in 2021; (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) as provided for in the Planning Act, R.S.O. 1990;*
- *THAT the retained lands be rezoned to restrict residential development to the satisfaction of the local municipality and the County of Wellington Planning and Development Department; and*
- *THAT MDS compliance is achieved for the agricultural buildings on the retained lands to the satisfaction of the local municipality.*

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

THAT the Council of the Corporation of the Township of Wellington North receive Planning Report, prepared by Matthieu Daoust, Planner, dated May 31, 2021, regarding Brad Wilson, Part Park Lot 3, S/S Birmingham St, 61R-21979 Pts 2 & 3 Township of Wellington North (Mount Forest), Part Lot Control Exemption Application.

THAT the Council of the Corporation of the Township of Wellington North receive Planning Report, prepared by Matthieu Daoust, Planner, dated May 31, 2021, regarding Brad Wilson, Part Park Lot 3, S/S Wellington St, 61R-21924 Pts 1 & 2 Township of Wellington North (Mount Forest), Part Lot Control Exemption Application.

THAT the Council of the Corporation of the Township of Wellington North receive the Saugeen Connects Press Release: Saugeen Connects Announces Partnership with Arran-Elderslie.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated June 4, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Frank Vanderloo, P. Eng, B.M. Ross and Associates Limited, dated June 8, 2021 regarding Eastridge Landing Subdivision (Arthur) – Draft Plan 23T-13001, Phase 3 (Walsh Street, Lots 1 to 29), Preliminary Acceptance for Stage 1 & Stage 2. AND FURTHER THAT the Council of the Corporation of the Township of Wellington North grant 2073022 Ontario Inc. (James Coffey) Preliminary Acceptance for Stage 1 and for Stage 2 of Phase 3 (Walsh Street, Lots 1 to 29) of the Eastridge Landing Subdivision (Draft Plan 23T-13001) in the community of Arthur, subject to and effective from the date the Township CBO receives proof of registration of all required conveyances and easements.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report OPS 2021-022 being a report on Traffic Counts.

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Wellington Road 109 Bridges Municipal Class Environmental Assessment, from Highway 6 to Sideroad 7, Township of Wellington North, Notice of Public Information Centre 2 – Online.

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Committee Report, prepared by Sarah Wilhelm, Manager of Policy Planning, dated May 13, 2021, regarding County Official Plan Review – Alternative Intensification Target.

THAT the Council of the Corporation of the Township of Wellington North receive Town of Cochrane, Township of Huron-Kinloss and the Township of Hudson correspondence regarding support for fire departments.

THAT the Township Wellington North hereby support the Town of Cochrane, Township of Huron-Kinloss and the Township of Hudson in their request that the Federal and Provincial Government includes apparatuses, training, equipment and structures for fire departments as eligible categories to any further infrastructure programs, AND further direct staff to forward a copy of this resolution to the Honourable Doug Ford Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Laurie Scott, Minister of Infrastructure, the Ontario Fire Marshal, Jon Pegg, the Ontario Association of Fire Chiefs, and all Ontario Municipalities.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2021-177

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-016 being a report on Consent Application (Severance) B32-21 known as Part Park Lots 1 & 2, n/s Macauley St, Crown Survey in the geographic town of Arthur.

AND FURTHER THAT; Council recommend deferral until the MCR process is complete and the review of the community's land needs and future development lands are complete.

AND FURTHER THAT; Should the Planning & Land Division Committee approve the consent as proposed on application B32-21, the following matters are to be addressed as conditions of approval:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;*
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication fee be \$1,000/lot or part lot created, in 2021; (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) as provided for in the Planning Act, R.S.O. 1990;*
- THAT the owner enter into an agreement apportioning any future maintenance costs on any Municipal Drain located on the property; and the owner shall provide a \$500.00 deposit, for each drain, to cover the cost of the re-apportionment of such drain(s).*
- THAT servicing shall be provided to the satisfaction of the Township of Wellington North;*
- THAT the Owner receive zoning compliance and classification from the Local Municipality and the County of Wellington Planning Department to allow a new residential dwelling on the retained parcel in a manner deemed acceptable;*

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: 2021-178

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report, prepared by Matthieu Daoust, Planner, and Curtis Marshall, Manager of Development Planning, dated June 10, 2021 regarding Cachet Developments (Arthur) Inc., Revised Draft Plan of Subdivision – 23T-20202, Zoning by-law Amendment ZBA 06-20, 321 Domville St., Arthur.

CARRIED

RESOLUTION: 2021-179

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North support the latest revised draft plan of subdivision dated June 4, 2021.

AND FURTHER THAT staff prepare a subdivision agreement between the municipality and the Owners of the proposed subdivision for Council's consideration; and,

AND FURTHER THAT staff advise the County's Director of Planning and Development of the Township's decision.

CARRIED

RESOLUTION: 2021-180

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DFC 2021-004 being a report on Fire Service Modernization;

AND FURTHER THAT Council authorize the Fire Management Team to utilize money from the Provincial Modernization Efficiency Grant to implement all identified projects within the report.

CARRIED

RESOLUTION: 2021-181

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report RPL 2021-010 being a report on summer programs;

AND FURTHER THAT Council direct staff to proceed with Township's 2021 aquatic programs in compliance with federal, provincial and local health unit guidelines and rules;

AND FURTHER THAT Council direct staff to proceed with Township's 2021 summer camp programs in compliance with federal, provincial and local health unit guidelines and rules.

CARRIED

RESOLUTION: 2021-182

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-017 being a report on a memo to update the Municipal Servicing Standards;

AND FURTHER THAT the Council approved and direct staff to apply the changes contained within the memorandum entitled "Revisions to Municipal Servicing Standards (MSS)" dated June 14, 2021, to all planning, municipal infrastructure design and construction projects.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- Update on Louise Marshall Hospital redevelopment project: Paving completed; cleaning up and removing construction trailers and equipment; a Grand Opening Virtual Tour is being planned.

Councillor Hern (Ward 3):

- Mount Forest and District Chamber of Commerce Regular Meeting and Special Meeting focusing on modernization of by-laws.
- Arthur Chamber of Commerce is planning physically distant Canada Day festivities
- Arthur Business Improvement Association:
 - Meeting to be held June 16th
 - Received great feedback regarding the outdoor gym
- Both the Arthur Chamber and BIA are circulating the media release regarding road reconstruction.

Mayor Lennox:

- Arthur BIA will be paying for some of the streetscape enhancements

BY-LAWS

- a. By-law Number 068-21 being a by-law to exempt lands from Part Lot Control 2574574 Ontario Ltd (Wilson)
- b. By-law Number 069-21 being a by-law to exempt lands from Part Lot Control 2574574 Ontario Ltd (Wilson)
- c. By-law Number 070-21 being a by-law to appoint a Deputy Chief Building Official/By-law Enforcement Officer/Property Standards Officer/Peace Officer for the Corporation of the Township of Wellington North and to repeal By-law 056-16

RESOLUTION: 2021-183

Moved: Councillor Yake

Seconded: Councillor Hern

THAT By-law Number 068-21, 069-21 and 070-21 be read a First, Second and Third time and *enacted*.

CARRIED

CLOSED MEETING SESSION

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

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;

RESOLUTION: 2021-184

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 3:31 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;*

CARRIED

1. REPORTS

- CAO 2021-004 Traffic Issues - Main Street/Mount Forest Drive, Mount Forest

2. REVIEW OF CLOSED SESSION MINUTES

- May 25, 2021

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2021-185

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 4:06 p.m.

CARRIED

RESOLUTION: 2021-186

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2021-004 Traffic Issues Main Street and Mount Forest Drive, Mount Forest.

AND FURTHER THAT Council approves the confidential direction to staff.

CARRIED

RESOLUTION: 2021-187

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the May 25, 2021 Council Meeting.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2021-188

Moved: Councillor Burke

Seconded: Councillor Yake

THAT By-law Number 071-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on June 14, 2021 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2021-189

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Regular Council meeting of June 14, 2021 be adjourned at 4:08 p.m.

CARRIED

CLERK

MAYOR



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

Directors Meeting Minutes June 9th, 2021

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

Jacklyn called the meeting to order @ 5:32 pm and welcomed everyone for coming

Approval of previous months minutes: Minutes approved by Tom and seconded by Bonnie

Committee Reports: Economic Development Report – Dale Small

- Dale reported that due to the expected start of the construction on Main Street that we move forward with the September 11th Street sale date rather than the June date.
- Directional signage will soon be installed around town to highlight murals farmers' markets, blacksmith, etc.
- This year the Economic Development department is happy to announce they have received several grants most of which were all approved.

Council Report – Councillor Lisa Hern

- At a council meeting today, it was decided that the construction on George Street will begin June 21st and locates are currently being done in preparation.
- It has been discussed that one lane will remain open during the week and both lanes will be reopened on the weekends and evenings.
- Council has decided that new wayfinding signage will the municipality lots will be installed.
- Construction will be completed in III phases.
- Phase I – Bridge to West side of Charles St.
- Phase II – West side of Charles St. – Firehall
- Phase III-Firehall to Conestoga St. (may still be under construction for Sept 11th)

Business arising from the previous meeting:

- New garden bed at the Services Group has been installed.
- Watering schedule needs to be discussed for this bed- Jacklyn will water next week
- Hanging Baskets downtown have been received and hung.
 - We received 6 extra baskets we did not order, but the Arthur BIA has approved purchasing these extra baskets and 3 additional metal hangers.
 - The Arthur BIA would like to take over the flowers downtown and have requested that the invoice for all baskets and hangers be forwarded onto them for payment.
 - Paula motioned that the BIA take over the hanging baskets and Bonnie seconded.
 - Jacklyn has since forwarded the invoices to the BIA.

- Canada Day scavenger Hunt preparation has begun. FB event set up, community posts circulating, Faye suggested an ad in the WA, and prizes purchased by Jacklyn
- Faye, Tom, Bonnie, and Paula all volunteered to help hang the flags for the event. (Jacklyn will provide further instruction next week)
- Rapid Covid Screening – All Directors agreed to move forward to offer this program to our members. Jacklyn will update our website and send out a newsletter to our members about this service.

New business: Caly Colins – Saugeen Economic Development Corporation

- Jacklyn welcomed Caly and asked everyone to introduce themselves.
- Caly discussed the current programs available at the SEDUC – programs noted here: Caly noted any business may apply not to matter when they opened. Most applications are approved within days and the application process is quite short and simple. Currently, Bootcamp for Businesses is FULL.

Presidents Report – Tom

Tom announced that he will be donating 3 of the local food boxes Foodland is carrying to be added to the gift baskets for the winners of the Canada Day Scavenger Hunt. Thank you, Tom!

Additions and Deletions: None

Correspondence: None

Financial Statements: Provided by Be Sure Financial -Jan 1, 2021- June 1, 2021

Administrators Report: Jacklyn is contacting the following to join the Chamber:
Sterre, Green Cloud, Chucks, Sweet Cheeks, All About Me, Titos, Farmers Plus, Ernies, Loonie Toonie, Trevor Roberts, Father's Heart Healing Ministries, Second Look, Angela Alaimo

Meeting closed by Tom and Bonnie seconded @ 6:31 pm

Meeting Outline for 2021

July No Meeting
August 11, 2021
September 8, 2021
October 13, 2021
November 10, 2021
December 8, 2021

Chamber AGM
October 21, 2021

Dates to Remember
September 11 – Arthur Street Sale



MINUTES

ARTHUR BUSINESS IMPROVEMENT ASSOCIATION MEETING JUNE 16TH, 2021 @ 7:30 PM : VIA ZOOM VIDEO CONFERENCE

BOARD MEMBER ATTENDEES:

Keith Harris, Chair Paula Coffey, Gord Blyth,
Angela Alaimo Mitch Keirstead Sheila Faulkner,
Councilor Lisa Hern

BOARD MEMBERS ABSENT:

Jim Coffey, Tom Gorecki

OTHER ATTENDEES:

Dale Small; WN Economic Development Officer

REVIEW AND ADOPTION OF THE AGENDA

Chair Keith called the meeting of the BIA to order at 7:32PM. The agenda for June 16th and the minutes from the April 21st meeting were reviewed and approved.
Moved by Mitch Keirstead, seconded by Sheila Faulkner **Carried**

UPDATE FROM THE CHAIR

Downtown flowers look really good, and the cost came in under the \$5,000 budget by the BIA. Thank you to Faye and Jacklyn at the Chamber for doing the ordering. Outdoor gym is getting plenty of use and lots of positive buzz over it. Interview was given to Jennifer from Rural Route magazine so look for the story in the summer edition. Well done everyone!!

UPDATE FROM THE TREASURER

Treasurer Tom was not able to attend the meeting however he had provided a verbal update to the Chair indicating the finances were in order.

STREETSCAPE ENHANCEMENTS UPDATE

Paula updated the committee on the purchase and installation of the tree at the Cenotaph and the request to have electrical installed at the Cenotaph. She also reviewed the benches; trash receptacles and flowerpots being purchased for the downtown along with benches for the outdoor gym. After the meeting, a vote was taken electronically to finalize the outdoor gym bench.

ECONOMIC DEVELOPMENT UPDATE

Dale updated the Connecting Link schedule, future storage opportunity with the new Public Works yard and plans for September 11th Shop Local Sidewalk Saturday. The attached budget and expenditures overview was also presented and supported. Once all the benches, trash receptacles, flowerpots, etc. are purchased another recap will be provided but based on the existing estimates the BIA has upwards to \$10,000 still available to support a Community Art location or other project.

NEXT MEETING AND ADJOURNMENT

Motion to adjourn was made at 8:10pm and the next meeting is scheduled for July 21st @ 7:30pm via ZOOM. **Carried**



Overview of Arthur BIA Streetscaping enhancements & expenditures

Project	Explanation	Actual estimate	Contribution
Pedestrian curb extension	Non controlled pedestrian crossing/curb extension at one downtown location	Contractors quote higher than previous estimate.	\$65,500
Streetscape enhancements	Funding for a variety of streetscape enhancements such as: <ul style="list-style-type: none"> • Benches, • Trash receptacles, • signage, • Planters, • greenery 	Benches 9 @ 915 Trash Receptacles 6 @ \$1,144 Planters 10 @ \$351 (CO42) 6 @ \$566 (CO32) Cement Benches 2 @ \$1,454 Cenotaph (Tree) 1 @ \$ 241 (electrical) TBD	\$ 8,235 \$ 6,864 \$ 3,510 \$ 3,396 \$ 2,908 \$ 241 TBD \$25,154
Accessibility improvements	Accessibility improvements called for upgrading 15 intersections to sidewalk accessibility standards.	Contractor Quote higher than previous estimate however, possible funding from (ICIP): Grant application	\$37,500
Fire Hall Signage	Partnership initiative with Wellington North Fire Services to replace 20+ year-old sign with new electronic sign.	Private donation also received. Final cost looks to be \$35,000 - \$40,000	\$30,000
Community Art Location	Pave and close off alleyway for Community Art Location.	Project removed at BIA request.	TBD
Decorative Lampposts	Decorative lamppost(s) and electrical outlets around the curb extension.	Part of the Pedestrian curb extension	\$14,000
Outdoor Gym	Outdoor gym equipment purchase, and installation.	Equipment \$14,432 Installation \$13,222 RED Grant (\$ 4,811)	\$22,843
Sub-Total		Township Share \$102,000 BIA Share/Loan <u>\$102,000</u> Sub Total Budget \$204,000	\$ 194,997
Contingency	10% contingency in the Township share of the budget.	All contingency to be applied to Connecting Link initiatives	\$ 21,000
Total Capital Budget		Township Share \$123,000 BIA Share/Loan <u>\$102,000</u> Total Budget \$225,000	\$215,998

Approximately \$10,000 remains for a Community Art Location or alternative project.

Safe Communities Wellington County Leadership Table Meeting

Microsoft Teams Meeting

9:30 a.m., May 19, 2021

In Attendance

Pasquale Costanzo, County of Wellington, Roads
Angelle Eybel, Chair, Minto Safe Communities
Stephen Dewar, Guelph Wellington Paramedic Service
Paul Richardson, Wellington County OPP
Anna Vanderlaan, WDG Public Health
Campbell Cork, Wellington County Councillor
Corrie Trewartha, Wellington County OPP
Adrienne Crowder, Wellington Guelph Drug Strategy
Don Senek, Minto Safe Communities
Sarah Bowers-Peter, Crime Stoppers Guelph Wellington
Cathy Sweeney, County of Wellington EM
Jensen Williams, Guelph-Wellington Women in Crisis
Barb Evoy, Fergus Educational Services
Callise Loos, Minto/Mapleton Fire Services
Karen Armstrong, Rural Wellington
Cecilia Marie Roberts - CMHA Waterloo Wellington
Hurania Melgar, County of Wellington EM
Heather Glenister, Suicide Awareness Council of Wellington Dufferin
Lara Haines-Love, Wellington Guelph Drug Strategy
Karen Wallace, Township of Wellington North
Sara Bailey, Township of Puslinch
Will Wycherley, Family Counselling and Support Services
Joanne Ross-Zuj, Wellington County Police Services Board

Call to Order – Co-Chair Angelle Eybel called the meeting to order at 9:33 am.

II. Approval of Minutes – March 24, 2021 - It was Moved by Cathy Sweeney Seconded by Jensen Williams that the minutes of the meeting held March 24, 2021 be approved. **CARRIED**

III. Presentation – Guelph Wellington Women in Crisis (10 minutes + Q & A)

IV. Presentation – County of Wellington – Pasquale Costanzo

V. Presentation – Wellington County OPP – Sgt. Corrie Trewartha

VI. Presentation – Safe Communities Wellington County – Christine Veit

Link to Educational Presentations - <https://www.wevideo.com/view/2237920201>

VII. Meeting Dates for 2021 (9:30 am)

- (a) June 16, 2021
- (b) September 15, 2021
- (c) November 17, 2021

V. Thoughts from the Floor

- **Falls Action Group**
 - i. Completed the 2021 action plan

- ii. Running a social media campaign and exercise challenge to promote physical exercise
 - iii. Submitting an advertisement into the Wellington Advertiser
- **Barb Evoy - Intentional Self Harm Action Group**
 - i. Regrouping
 - ii. Discussion regarding a name change – More about Mental Health and Well-being
- **Cathy Sweeney – Motor Vehicle Collision Action Group**
 - i. ATV Safety is on the top of the list
 - ii. Work towards education surrounding ATV Safety and what is allowed in Wellington County
 - iii. Reach out to ATV clubs and other organizations
 - iv. Meeting on May 26 to further discuss
- **Crime Stoppers**
 - i. Partnering with different agencies
 - ii. Completing a grant in partnership with the Wellington County OPP
 - iii. 1-800-222-TIPS
- **Don Senek - Minto Safe Communities**
 - i.
 - ii. Meeting at the end of the month
 - iii. Minto voted to allow ATV's on roads within Minto
 - iv. We are talking about an alternative to a bike rodeo
 - v.
- **Sara Bailey – Puslinch Safe Communities**
 - i. We are going to use the Township engagement platform
 - ii. We want to collect data
 - iii. Launch is imminent! Stay Tuned
 - iv.
- **Will Wycherley - Family Counselling and Support Services**
 - i. Help residents with mental health and developmental side of things
 - ii. Children and Adults are both served
 - iii. Agency is rebranding – Advertised in the next week.
 - iv. Serve Minto, Mount Forest, Puslinch, Guelph, Centre Wellington
 - v. sanitizer, mask, emergency phone numbers, safety plan, lip balm, menstrual products
 - vi. Supports for LGBTQ Community and youth
- **Safe Kids Week 2021**
 - i. #Playsafeoutdoors

5) Adjournment @ 11:45 am

The Next Leadership Table meeting is scheduled for Wednesday, June 16, 2021 at 9:30 a.m.

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING: Authority Meeting
DATE: Thursday, May 20, 2021, 1:00 p.m.
LOCATION: Electronic

CHAIR: Maureen Couture

MEMBERS PRESENT: Paul Allen, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Tom Hutchinson, Steve McCabe, Don Murray, Mike Myatt, Mike Niesen, Sue Paterson, Diana Rae, Christine Robinson, Bill Stewart

ABSENT WITH REGRETS: Mark Davis

OTHERS PRESENT: John Bujold, Baker Tilly SGB LLP
Colleen Collins, Project Director, eSolutions Group Ltd.
Kevin Campbell, Project Manager, eSolutions Group Ltd.
Kevin McKague, Cargill, Ontario
Jennifer Stephens, General Manager/Secretary-Treasurer
Erik Downing, Manager, Environmental Planning and Regulations
Donna Lacey, Manager, Forestry and Lands
Laura Molson, Manager, Corporate Services
Jo-Anne Harbinson, Manager, Water Resources
Matt Armstrong, Regulations Coordinator
Alana McDonald, Flood Forecasting and Warning Coordinator

Chair Maureen Couture, called the meeting to order at 1:00 p.m.

1. Land Acknowledgement

As we work towards reconciliation with Indigenous people, we begin our meeting today by respectfully acknowledging that we are situated on Traditional Territories and Treaty Lands, in particular those of the Chippewas of Saugeen Ojibway Territory known as the Saugeen Ojibway Nation.

As shared stewards of Ontario's land and water resources – along with the First Nations community – Saugeen Valley Conservation Authority appreciates and respects the history and diversity of the land and its peoples and are grateful to have the opportunity to meet in this territory.

Authority Meeting – May 20, 2021

Chair Maureen Couture requested that in future Board meetings, the Land Acknowledgement be circulated to the Directors, and each take a turn reading it.

2. Adoption of Agenda

Chair Couture indicated two amendments to the agenda. Introduction of a new staff member will take place after the adoption of the agenda, and a COVID-19 report will occur after the approval of the minutes.

MOTION #G21-48

Moved by Sue Paterson

Seconded by Tom Hutchinson

THAT the amended agenda be adopted as presented.

CARRIED

Bill Stewart joined the meeting at 1:10 p.m.

3. Introductions of New Staff

The following new staff member was introduced to the Board of Directors:

- a. Alana McDonald – Flood Forecasting and Warning Coordinator

4. Declaration of Pecuniary Interest

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

5. Approval of Authority Meeting Minutes

- a. April 15, 2021 – Authority Meeting

MOTION #G21-49

Moved by Steve McCabe

Seconded by Dan Gieruszak

THAT the minutes of the Authority meeting, held on April 15, 2021, be approved as circulated.

CARRIED

6. Presentations

- a. 2020 Audit Review

Jennifer Stephens introduced John Bujold, Baker Tilly. Mr. Bujold reviewed the draft financial report and noted that it is the opinion of Baker Tilly that the financial statements of SVCA present fairly the financial position as of December 31, 2020, and are in accordance with Canadian public sector accounting standards.

MOTION #G21-50

Moved by Cheryl Grace

Seconded by Paul Allen

THAT the 2020 Audited Financial Statements, as prepared by Baker Tilly SGB LLP be approved as presented.

CARRIED

Diana Rae joined the meeting at 1:30 p.m.

Authority Meeting – May 20, 2021

b. Cargill Development Vision

Jennifer introduced Kevin McKague, a developer in Cargill. She noted that he is not a member of the Cargill Greenock Swamp Promotional Association as stated on the agenda. Kevin is an entrepreneur with a vision for development in Cargill and has a historical family connection to the area. He described his mission as the promotion and celebration of the history, people, and culture of Historic Cargill and the unique natural beauty of the surrounding rural landscape and Greenock swamp. The development vision would impact the appreciation of Cargill's history, increase tourism, job creation and community economic development. It is his goal to partner with SVCA and the Municipality of Brockton in this endeavour.

c. SVCA Brand Strategy Framework

Colleen Collins and Kevin Campbell presented the Brand Strategy Framework as submitted in the agenda package. They told the Directors that the new SVCA brand would have a wide audience including municipal and provincial partners, other CAs, partner organizations, staff, directors, media, schools, landowners, and tourists. To consistently deliver on a brand promise, there needs to be a strong foundation. Three brand pillars have been identified: understanding, leadership and people. The Directors discussed measurements for effectiveness.

Steve McCabe left the meeting at 2:05 p.m.

7. COVID-19 Update

Jennifer Stephens noted that most staff are continuing to work from home. It is necessary for several staff members to work in the office to access required resources, reference materials, and equipment. Daily operations remain unchanged until further direction is given by the provincial government.

8. Consent Agenda

MOTION #G21-51

Moved by Christine Robinson

Seconded by Mike Myatt

THAT the reports, minutes, and information contained in the Consent Agenda, [items 8 a-e], along with their respective recommended motions be accepted as presented.

CARRIED

Steve McCabe rejoined the meeting at 2:30 p.m.

9. New Business

a. Conservation Ontario Governance Accountability and Transparency Initiative

Jennifer Stephens discussed the Governance Accountability and Transparency initiative that Conservation Ontario has created in response to amendments to the *Conservation Authorities Act*.

After discussion, the following motion carried:

MOTION #G21-52

Moved by Christine Robinson

Seconded by Barbara Dobreen

WHEREAS the provincial government has passed legislative amendments related to the governance of

Authority Meeting – May 20, 2021

Conservation Authorities; and

WHEREAS the conservation authorities remain committed to fulfilling accountable and transparent governance;

THEREFORE BE IT RESOLVED THAT the Board of Directors of Saugeen Valley Conservation Authority endorse the three key actions developed by the Conservation Ontario Steering Committee to update conservation authority administrative by-laws, to report proactively on priorities, and to promote/demonstrate results;

AND FURTHER THAT staff be directed to work with Conservation Ontario to implement these actions, report on progress and to identify additional improvements and best management practices.

CARRIED

Steve McCabe left the meeting at 2:40 p.m.

b. Minister's Zoning Orders

Jennifer Stephens discussed the legislative changes to the *Planning Act*, Section 47, through Bill 197, the *COVID-19 Economic Recovery Act, 2020*, July 21, 2020. The changes give the Minister enhanced authority to override a conservation authority ruling as the terms of a Minister Zoning Order (MZO) will predominate CA decisions.

After discussion, the Directors passed the following motion:

MOTION #G21-53

Moved by Bill Stewart

Seconded by Cheryl Grace

THAT staff be directed to communicate with member municipalities and neighbouring conservation authorities that there is a desire to be kept informed of MZO requests; and

THAT staff be directed to prepare a fee schedule for MZOs for consideration by the Board of Directors; and

THAT staff be directed to establish a process to comment and issue MZO CA permits; and

THAT staff be directed to work collaboratively with other conservation authorities to develop a set of guidelines to compensate for ecological impacts and any other impacts that may result from the development project; and

FURTHER THAT staff be directed to create educational resources that can be used by municipalities and applicants to inform on the new permitting provisions related to MZOs in Section 28.0.1 of the amended *Conservation Authorities Act*.

CARRIED

c. Designating SVCA staff as Officers

Donna Lacey noted that positive messaging regarding illegal activities on SVCA properties is not working on SVCA properties and that designating staff as officers has become necessary to enforce activities. It was noted that fines are applicable to ticketing but would not be associated with a source of revenue.

Authority Meeting – May 20, 2021

After discussion, the following motion carried:

MOTION #G21-54

Moved by Barbara Dobreen

Seconded by Dan Gieruszak

THAT the following positions: Manager, Forestry and Lands; Forestry Technician; Field Operations Coordinator; and Campground Coordinator be designated as 'Officers' by the Authority for the purposes of enforcement of Section 29 of the *Conservation Authorities Act*.

CARRIED

d. Public Safety Plan –Durham Upper Dam

Jennifer Stephens reviewed the current conditions of the Upper Durham Dam and the walkway that crosses it. B.M. Ross and Associates was retained to complete a public safety assessment and plan. She reported that there were several public safety hazards that require remediation. The SVCA Water Resources Committee recommends to the Authority that the gates remain closed to the public, proper signage be installed, and that other outstanding hazards identified in the Public Safety Assessment be resolved. In particular, there was interest from both the Directors and staff to investigate options to enhance the pedestrian walkway in order to allow public access as soon as possible.

MOTION #G21-55

Moved by Christine Robinson

Seconded by Tom Hutchinson

THAT the Upper Durham Dam walkway remain closed to the public as it does not meet the standards of a pedestrian walkway until the concerns are addressed;

AND THAT appropriate signage, inspection protocols, chain link fencing, be installed as outlined in the Public Safety Plan;

AND THAT staff be directed to investigate the need for a safety boom and have it installed if necessary;

AND THAT staff be directed to establish an educational program to inform the public about the hazards at the Upper Durham Dam;

AND THAT a Communication Plan be implemented to convey the decision made;

AND THAT staff be directed to investigate options with respect to technical and structural changes to enhance the pedestrian walkway in order to allow public access, including financial costs and timelines, and to report back to the Board as soon as possible;

AND FURTHER THAT an estimated \$15,000 for these activities be drawn from the Water Projects Reserve.

CARRIED

e. Upper and Lower Durham Dams Structural Review

Jo-Anne Harbinson reviewed the submitted report. After discussion, the following motion carried.

Authority Meeting – May 20, 2021**MOTION #G21-56**

Moved by Tom Hutchinson

Seconded by Don Murray

THAT staff be directed to proceed having B.M. Ross and Associates complete the structural review of the concrete components of both the Upper and Lower Durham Dams, as well as the structural analysis of the pedestrian walkway at the Upper Durham Dam.

AND FURTHER THAT staff be directed to advise the Board of any recommendations from this review.

CARRIED

Steve McCabe re-joined the meeting at 3:35 p.m.

f. Neustadt Gabion Basket Wall Repair

Jo-Anne Harbinson presented an overview of the report submitted. She noted that the galvanized wires holding the gabion baskets have corroded and broken apart. The repairs require engineering expertise in design and configuration. The Water Resources Committee recommend to the Authority that staff begin repairs over the course of two years beginning in 2021.

MOTION #G21-57

Moved by Christine Robinson

Seconded by Bill Stewart

WHEREAS the costs to repair water and erosion control infrastructure is split 50:50 between Saugeen Valley Conservation Authority and the benefiting municipality;

AND WHEREAS the costs for Phase 1 of the repairs to the Neustadt Gabion Basket Wall repairs are expected to cost \$16,000;

THEREFORE, IT IS RECOMMENDED THAT staff be directed to proceed with the Neustadt Gabion Basket Wall repairs over a two-year period extending from 2021 into 2022;

AND THAT GSS Engineering be retained to complete the design of the new gabion wall, complete permit acquisition, prepare tender documents, and oversee the contract and implementation of work on-site;

AND THAT SVCA's contribution (\$8,000) to Phase 1 of the Project be drawn from the 2021 Water Projects Budget (\$4,000) and the Capital Project – West Grey Projects Reserve Fund (\$4,000), where funding has not been successfully obtained through the Water and Erosion Control Infrastructure (WECI) Program;

AND THAT the budget and timeline for proceeding with Phase 2 of the Project will be contingent on budgetary conversations with the Municipality of West Grey and the success of WEI funding;

AND FURTHER THAT staff be directed to update the Board once the costs associated with Phase 2 of the project are defined.

CARRIED

g. Brand Strategy Framework

There was no discussion on the Brand Strategy Framework report.

Authority Meeting – May 20, 2021**MOTION #G21-58**

Moved by Bill Stewart

Seconded by Diana Rae

THAT staff be directed to continue working with eSolutions on the next phase of developing a refreshed brand and accompanying brand strategy; and

FURTHER THAT staff be requested to deliver any feedback from the review of the Brand Strategy Framework to eSolutions Group.

CARRIED

Christine Robinson left the meeting at 3:47 p.m.

h. New Regulations under the *Conservation Authorities Act* – Consultation Document
Jennifer Stephens highlighted new regulations under Bill 229 which will take place in 2 Phases. Phase 1 is focused on mandatory and non-mandatory programs and services, municipal MOUs, Advisory Committees, transition period, and the proposed consolidation of CA land regulations. Phase 2 consultations will focus on municipal levies and standards for the delivery of non-mandatory programs and services. Next steps were discussed including the submission of comments to the province by June 27th.

MOTION #G21-59

Moved by Barbara Dobreen

Seconded by Steve McCabe

THAT the presentation entitled “Consultation Document: New Regulations under the *Conservation Authorities Act*” be received;

AND FURTHER THAT staff be directed to provide a thorough overview of the implications of the proposed components of the Phase 1 Regulations, as outlined in the Consultation Guide to the Board of Directors at their meeting scheduled for June 17, 2021.

CARRIED

There being no further business, the meeting adjourned at 4:10 p.m. on motion of Don Murray.

Maureen Couture
Chair

Janice Hagan
Recording Secretary

2020/21 Annual Report to the Community

Together, Advancing Exceptional Care and Wellness

Our PEOPLE matter

Thanks to a great partnership with Wellington-Dufferin-Guelph Public Health we were able to offer convenient second dose clinics on-site at each hospital for all staff and physicians. Our nurses and staff were able to run the clinics, and this resulted in 65% of all GMCH/NWHC staff being fully vaccinated at the end of May (and close to 90% having at least one dose).



From left are Groves staff helping with the vaccine clinic Meghan Davies, RN, Leanne Falkinder, RN and Jess Rozema, RN.



From left are Diane Corley, Louise Marshall Hospital Support Services Attendant receiving a second-dose vaccine by Sandra Hamilton, RN.



From left are Palmerston & District Hospital staff Shane Grace, RN giving a vaccine to Crystal Hartung, Registered Technologist.

Our ALLIANCE matters

Information, Communication and Automation Technology (ICAT) in healthcare is constantly evolving. Healthcare ICAT is all about communication and sharing information – between devices, team members, patients and medical providers and separate medical facilities. During the pandemic, technology has become critical in not just communicating about care, but also in delivering it, as many departments have made the shift to virtual visits. In the past, our hospitals relied on Guelph General Hospital for information technology support. In August 2020, GMCH and NWHC created their own ICAT department of highly qualified, knowledgeable staff to support all three hospital sites and the COVID-19 Assessment Centres, 24/7. The new service is making a tremendous impact - reducing response time when staff need support, unifying technology and communication between sites and keeping up with the technological advances to improve healthcare for our patients.



Andrew Cheeseman, ICAT Help Desk Technician.

Our PATIENTS matter

Staff and physicians at GMCH and NWHC have been tirelessly working to support and provide patient care throughout the pandemic. There are many stories of staff going above and beyond to support patients, especially those feeling isolated by visitor restrictions. One story that resonated with many of our staff this past year was the Bouwman wedding that was held outside of Groves Hospital so the mother-of-the-groom could watch from her bedroom window. This rite of passage reminded us all that even though COVID-19 may have slowed us down, it will not stop all the wonderful and important life moments from moving forward.



Nurses and patient look on to family wedding.

Our PARTNERS matter

GMCH and NWHC worked with a network of partners over the past year to help slow the spread of COVID-19 in our communities and protect our most vulnerable. Centre Wellington, Minto and Wellington North municipalities were all quick to respond and support the needs of our COVID-19 Assessment Centres and Caressant Care Arthur (CCA) Long-term Care Home. When vaccine supplies were limited, Wellington-Dufferin-Guelph Public Health provided support to help vaccinate CCA staff and patients. Upper Grand, Mount Forest and Minto-Mapleton Family Health Team partners were instrumental in providing staff to help with the COVID-19 Assessment Centre operations. We are grateful to all our partners for helping to navigate these challenging times and ensuring the best possible care and service for the people of our communities.



Minto Train station converted into COVID-19 Assessment Centre in Harriston.



Welcome

It has been over 15 months since the start of the pandemic, and it has changed almost every facet of our lives. Many in our communities continue to struggle with the economic, social, and health impacts COVID-19 has caused. Your three hospitals in Wellington County have also been dramatically impacted – with changes to how we care for the ill and restrictions on certain procedures and visitors. Together, we are working our way through this challenge. In our 2020\21 Annual Report you will read the stories of patients, staff and physicians who demonstrated courage and commitment in dealing with illness and providing care in very challenging circumstances. I am very proud of our staff in the work they do for our communities.

Through these struggles, our staff have demonstrated a resiliency to look for the joy in the work they do and ensure every patient who enters our facility is cared for to the best of our ability. Together, our staff, physicians and volunteers work to achieve our mission of advancing exceptional care and wellness for our patients.

This will be my last report as President and C.E.O. of the Wellington Health Care Alliance. After more than 10 years I will step down and welcome another into this role, to continue in service to our communities. As I reflect on the past years, I have witnessed great teamwork deliver a new state of the art hospital in Centre Wellington, a medical building in Palmerston which has been a great help to physician recruitment, and a soon to open emergency and ambulatory care expansion in Mount Forest. With these facilities have come added services, expanded employment, and new equipment and technology to ensure we are always ready to serve you when you're in need.

This was all made possible through the volunteer members of our hospital and foundation boards. Also, to many of you who are donors and funded these new facilities. I've met many amazing people and I've truly enjoyed the community spirit and great partnerships amongst our municipal leaders, physicians, midwives, and our multi-disciplinary teams of managers and staff in nursing, diagnostics, allied health, administration and support services.

Stephen K. Street,
President and CEO

*Thank You
for the
Opportunity
to Serve.*



Groves Memorial Community Hospital

It has been 10 months since staff and physicians moved into the new Groves Hospital, so we decided to list some of our top 10 favourite things about the new site.

#1 Prepare for Landing

The new Groves Hospital on-site helipad opened on Tuesday, December 1st at 9:00 am and 24-hours later was put into use. Accessing critical care quickly can make the difference between life and death.

#2 Fewer Interruptions

The new hospital is fully automated, meaning any issues with equipment or systems can be easily identified on our computer systems and resolved quickly. Other benefits include a heat recovery system (outgoing heat can be transferred into incoming air), automated climate control throughout the facility and redundancy built-in to systems and equipment. In the past if one boiler went down, the entire hospital was impacted. With the built-in redundancy at the new hospital site, staff and patients will not even notice a disruption in service.

#3 A Very Special – Special Care Unit

In the old Groves Hospital, we had three special care unit (SCU) beds, to care for our most ill patients, all in one room. The new hospital has three separate SCU rooms with plenty of space to work around the patient, and the private spaces also provide better infection prevention and control measures.

#4 Nurturing with Nature

The new hospital is situated on 30 acres overlooking the Elora cataract trail. Staff enjoy having the ability to take a quiet and relaxing break in one of the many gardens surrounding the property or outdoor café.

#5 Space to Manage Our Most Critical Patients

The old Groves hospital had an outdoor ambulance drop-off, where patients and staff had to endure the cold, wet, windy weather and a lack of privacy. The new ambulance bay is a game changer! With enough space to accommodate three vehicles, direct access to the ER and no need to deal with the outdoor elements.

#6 Fresh Air!

We have two identical state-of-the-art operating rooms, each with air flow of 100% outdoor air. The entire facility was designed this way, with the elimination of recirculated air making for a healthier environment for patients and staff.

#7 Rooms with a View

Hospitals can be a stressful place for patients, families and staff. The new site offers plenty of windows overlooking the beautiful and serene landscapes of Centre Wellington – a great way to help relax and heal.

#8 New Equipment

Thanks to the generous donations and support from the community the hospital opened with new vital monitors for each patient room. This equipment allows our clinical teams to easily access the critical information. Staff no longer are required to share the equipment between patients, which is much better for infection and prevention control.

#9 Identical and Efficient

There are two triage and registration stations located in the new emergency department. Each are identical in design which allows staff to move between triage and registration seeing patients versus the patient having to move back and forth to the staff - improving patient flow and overall experience.

#10 Our Staff

As wonderful as the new hospital building is, it is the staff and physicians that truly make Groves Memorial Community Hospital a great place to receive care. Michael Somers was recently a patient at Groves and appreciated the care he received, “The nurses were informative, friendly and very caring. Anytime I was having a dressing change, they would talk me through each, and every step.” The nurses were just as happy to care for Mr. Somers as he would play the ukulele, and even offered up lessons for staff.



View of the healing garden from the second floor.

Top row from left, GMCH Maintenance Team - Jesse Adams, Andre Wysman, Mike Nixon, Christopher Anderson, Brandon Whitney. Bottom row, Jamie Katerberg and Sonny Smart.



Kyla Osmond, RPN working with new vital monitor equipment.



Far left, Gloria Molto, registered technologist diagnostic imaging takes a lunch break in the new outdoor café. Right photo, from left Shawn White, respiratory therapist, Michelle D'Auria, clerk, Kimberly Bell, physiotherapist and Justine Rowe, respiratory therapist relax in the main entrance garden.



From left, Jinu Thomas, RN and Sarah Demmons, clerk working in the ER triage/registration.



Groves ER staff stretch out to display the spacious new garage.



From left Jessica Clark, Michael Somers and Christie Mann.



Louise Marshall Hospital

Countdown to Opening

Operating a hospital while it’s under construction is no easy task. Louise Marshall Hospital (LMH) staff and physicians have worked hard over the past year to minimize the patient impact of the (at-times) noisy and disruptive construction work. It will all be worth it, as the new emergency and ambulatory care space, when open, will increase the overall size of the hospital from 45,000 to 57,000 sq.ft. The new space includes a second-story addition that will house oncology, ambulatory care and day surgery. Set to open in phases, the new emergency department should be ready by mid-July 2021 and the ambulatory care space will open soon after.



New emergency department.

Day-in-the-life

Picture moving into a new home and the usual logistical questions you ask yourself – Will the bed fit up the stairs? Where is the light switch for the basement? Where is the best place for the coffee maker? These are the same types of questions our staff will ask themselves when moving into the new LMH space. To ensure staff are not having to “look for the light switch” on opening day, they have been practicing “Day in the Life” scenarios to familiarize themselves with their new space. Running mock patient scenarios allows staff to figure out where equipment should be located, the best and fastest routes to take through the department and to discover any issues that may have been missed during the construction and planning.



LMH staff practicing day-in-the-life scenarios in the new emergency department.



New bright oncology space where patients will receive their chemotherapy treatments.



New emergency room waiting area – furniture has arrived.



New covered ambulance garage that accommodates two vehicles.



New two-storey addition housing ambulatory care department, day surgery, boardroom and offices.

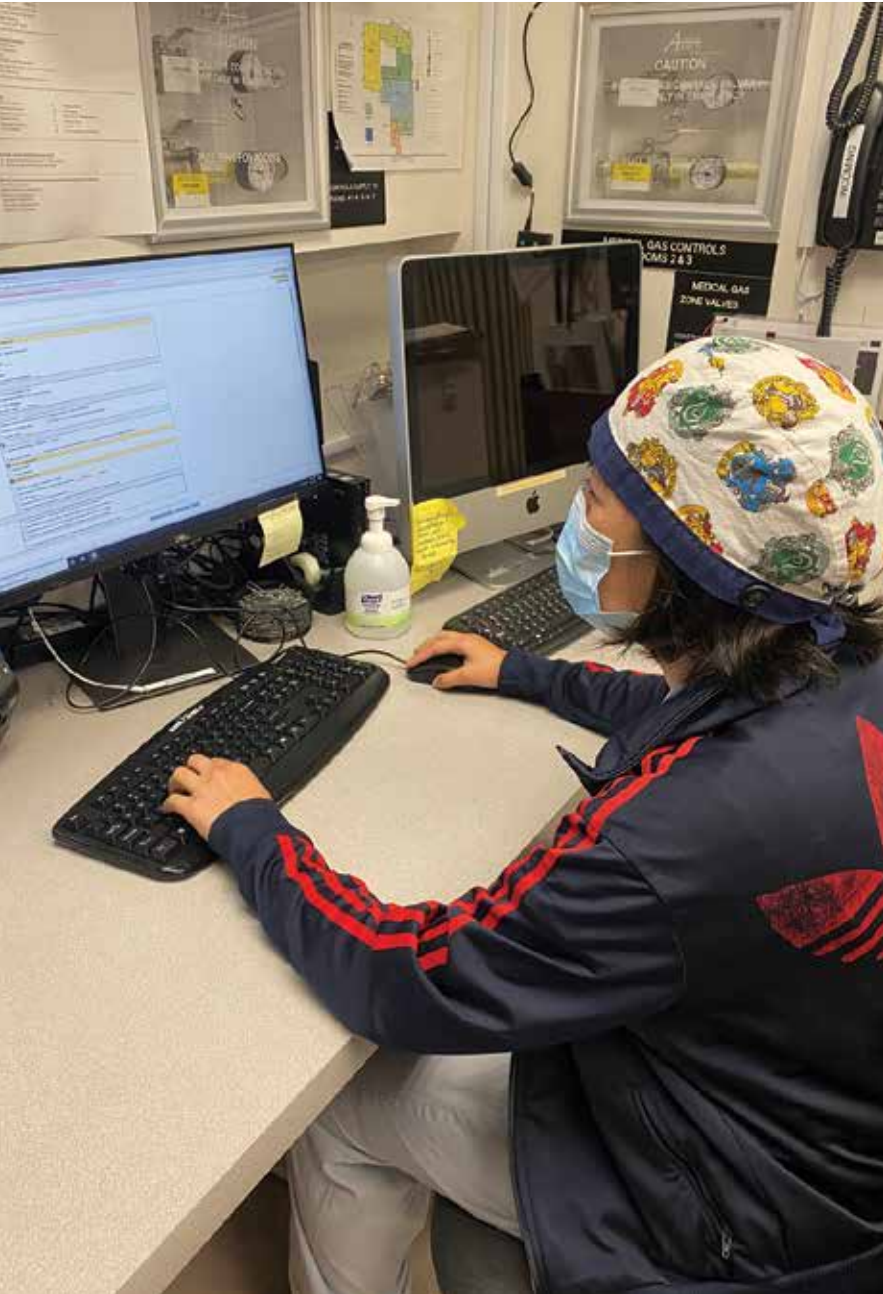
Palmerston & District Hospital



The “Essential Workers Thank You Tour” made a stop at Palmerston and District Hospital during Nursing Week. The 53-foot trailer carries a message of thanks to all essential workers, including police officers, firefighters, hospital workers, and truckers for the work they have been doing during the pandemic. Thank you to Ivan Armstrong trucking for organizing.

PatientKeeper - taking the guess work out of orders

Have you ever received a hand-written note and you cannot read the writing? A new software called PatientKeeper was introduced at North Wellington Health Care to eliminate that very problem, as well as supporting many other best practices in safely ordering medications and treatments for patients. In the past, patient orders were hand written, which at times could be hard to read and could lead to error. The new software allows physicians, nurse practitioners and midwives to prescribe inpatient orders, lab tests, medications and other orders, conveniently from their computer or smartphone. The new system also replaces paper notes which are immediately accessible, legible and can be shared with the entire healthcare team.



Dr. Tamara Chu using the new PK software.

Managing Two COVID-19 Outbreaks

In mid-January, North Wellington Health Care took over Caressant Care Arthur Long-term Care Home management. The home was in a COVID-19 outbreak and needed support. Palmerston and District Hospital (PDH) staff and physicians led the efforts to help manage the facility's outbreak that eventually infected 57 residents and 63 staff members – and sadly led to 19 resident deaths. Dr. Christine Peterkin, Dr. Hao Sun, Nancy Cleary, Patient Care Manager, Sandra Hamilton, Infection Prevention and Control Nurse and Kate Kobbes, VP of Diagnostics and Ambulatory Care Services quickly redirected their focus to the home to care for patients, communicate with families, enhance infection control measures and work with the remarkable CCA staff to manage the outbreak. Support was also provided by Groves and Louise Marshall Hospital staff and physicians. Also in January, a COVID-19 outbreak was declared at PDH. Eleven cases were identified with six inpatients and five staff testing positive. Staff and physicians worked diligently to contain the outbreak and care for patients while undergoing regular COVID-19 testing and surveillance. PDH and CCA staff and physicians are a tribute to teamwork and excellence. To say they are remarkable does not begin to cover the outstanding care, compassion and work they provide to our community residents.



Far left Dr. Christine Peterkin, Nancy Cleary, Dr. Hao Sun, Kate Kobbes and Sandra Hamilton.

From Students to Employees

Nursing in rural communities is a unique and challenging role and student placements within our sites offer them a different perspective from other centres. Many nursing students eventually pick one area of interest as their career focus i.e. oncology, surgery or medical. The benefit of learning in a rural hospital is that they can experience a variety of specialties as our nurses are cross-trained to work in obstetrics, emergency medicine, inpatient and surgical care. This past year, PDH accepted four nursing students from varying educational institutions. The students spent four months learning alongside PDH nurses about all aspects of rural hospital care and it paid off. Upon graduating, all four nurses were hired at PDH. Congratulations and welcome to Angela Bosman, RN, Kassidy Fischer-Weber, RPN, Lindsey Bauman, RN and Rebecca Bults, RN!



Far left, Kassidy Fischer-Weber, Rebecca Bults, Lindsey Bauman and Angela Bosman.

Groves Hospital Foundation



It Takes a Village

We say this often, but that's because it's true! Our community has been incredibly generous and supportive this past year, despite the pandemic. We have received many donations from corporations, such as \$12,000 raised from Station Earth's annual Hot Laps event for the Oncology Department, and RBC Foundation's \$10,000 donation towards the CleanSlate UV. These contributions, along with the many others, enables us to provide safe, world-class health care to our patients and community. It truly means so much to everyone at Groves Hospital Foundation to have generous businesses and corporations by our side to help us achieve our fundraising goals.



The team at Station Earth at their annual Hot Laps event.

Community Proud

As we close out the 2020-2021 fiscal year, we are grateful for the community's generosity this past year. Businesses, organizations, and individuals continue to provide support for the ongoing equipment needs at Groves. Over this past year, these donations, in addition to ongoing pledge payments for the New Groves Hospital, total an incredible \$1.6 Million. The Foundation's mission is dedicated to raising and stewarding funds for the hospital, and without your ongoing support, we would not be able to ensure the residents of Centre Wellington and surrounding areas receive optimal health care. Thank you for your generosity and impact on the hospital and your community.

Thank you to everyone who contributed to our Fall Newsletter and the annual Holiday Card mailing in partnership with Kerry's place and Autism Behavioural Services.



RBC Foundation donates funds to purchase a CleanSlate UV.

Dr. Stickney Retires from the Emergency Department

After 43 years of hard work and dedication to his staff and patients at Groves Memorial Community Hospital, Dr. Stickney has retired from the Emergency Department.

In March, Dr. Stickney gathered with his family and colleagues for the unveiling of his plaque, located at the Emergency Department Care Desk. In honour of Dr. Stickney, Groves ER Physicians presented a cheque for \$10,000 to the Foundation that will be designated towards vital equipment needs.



Emergency Department Physicians presents cheque of \$10,000 to Groves Foundation.

Every Little Bit Counts

The hospital staff cannot be more grateful for the kind gestures received from our community. From handwritten cards, gift cards for restaurants and retail stores - every little bit counts. It is so inspiring to see the community come together to support our staff during these unprecedented times. Thank you for making this difficult year a little easier and showing your appreciation to our frontline workers!



Tim Horton's gift cards, Domino's gift cards, Shoetopia gift cards, and staff with holiday cards.

Groves Hospital Volunteer Association

COVID-19 has impacted volunteers ability to support our hospitals. As the saying goes - where there is a will, there is a way! In October the Groves Hospital Volunteer Association (GHVA) was able to safely support with the unveiling of a stone to honour volunteers dedication to the hospital. GHVA was also able to open the New to You store before the provincial lock-down. Hospital staff are looking forward to having all of the volunteers back when it is safe to do so.



Groves Hospital Foundation Board of Directors & Staff

Board of Directors

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Ilse Vander Meulen, Vice Chair
Adrian Carreiro, Treasurer
Greg Boland

Jerry Kooiman
Cheryl Rowe
Barb Evoy
Ted Smith

Khalid Enver
Butch Medemblik
Nate Martin

Staff

Lori Arsenaault, Executive Director
Monica Kwok, Development & Communications Officer
Bonnie Bois, Foundation Assistant

Louise Marshall Hospital Foundation

A Community Coming Together to Support LMH

In a year marked by the cancellation of all in-person Louise Marshall Hospital Foundation fundraising events, we have been incredibly blessed with unwavering support from our community. Area residents and businesses alike have demonstrated their extraordinary generosity through donations, contributions of PPE and small equipment, and countless thoughtful gifts for the staff at LMH to make their days a little easier during the pandemic. We are filled with gratitude for your ongoing support; there are simply not enough ways to say thank you.

Copernicus Educational Products donates Tech Tubs to both LMH and PDH Foundations, used to secure and charge iPads donated by 100 Women Who Care Rural Wellington.



In photo from left: Shelley Cameron, National Sales Manager, Copernicus Educational Products; Amy Van Huss, Development Officer, LMH Foundation; Dale Franklin, Development Officer, PDH Foundation.

This year, though unable to hold a tournament, the Mary Lynne Forrest Memorial Golf Tournament raised a remarkable \$25,000 towards the purchase of a transport ventilator at Louise Marshall Hospital.



In photo from left: LMHF Development Officer, Amy Van Huss, LMHF President Bob Mason, LMHF Director, RoseAnne Desmarais, and MLFMGT committee members: George Forrest, Brandy Miller, Sheree Bell and Greg Shaw. Missing from photo: Christa Cherrey.



In photo from left: Ken Thompson, President, RCL Branch 134; Derek Moore, RCL Ontario Command 1st Vice President; Ed White, Director, LMH Foundation; Terry Ellison, Director, LMH Foundation.


We would like to extend a special thank you to our area service clubs, community groups and volunteer organizations. This year, the LMH Foundation was the grateful recipient of gifts of support from the Mount Forest Lions Club and the Royal Canadian Legion Branch 134, as well as a number of other groups, who found new and creative ways to hold events and raise funds in spite of the many challenges faced by these organizations due to the COVID-19 pandemic.

The results are in for the 19th Annual CNKX Health Care Heroes Radiothon

Despite a move to a virtual format this year, our 19th Annual CNKX Health Care Heroes Radiothon campaign was another resounding success. When the campaign wrapped up for the year, Mount Forest and the surrounding area once again illustrated their commitment to “keeping quality health care close to home”, and more than \$129,000 was raised towards the cost of equipment needed for surgical services at Louise Marshall Hospital.



In photo from left: Tara Sutton, Business Development Officer, Germania Mutual Insurance; Donna Leach, Director, Louise Marshall Hospital Foundation; Bob Mason, President, Louise Marshall Hospital Foundation; Dan Hill, President/CEO, Germania Mutual Insurance.



MFLMHF Board of Directors & Staff

Board of Directors
Bob Mason – President
Deb Hewson – Vice President
Steve Chambers – Secretary-Treasurer
Rick Sinnamon – Past President

Ed White - Director
Dr. Bob McFarlane - Director
Terry Ellison - Director
Scott Hartle - Director

RoseAnne Desmarais - Director
Donna Leach - Director

Staff
Amy Van Huss, Development Officer

Palmerston and District Hospital Foundation

A Year Like No Other

Due to the pandemic, for the first time in almost 2 decades our Foundation was unable to host our flagship fundraiser, the Starlight Gala. However, knowing that the need for new and replacement equipment never goes away, our committed Gala Sponsors came together to pledge \$160,000 to our 2020 “Non-Gala Campaign”, with our final total raised in excess of \$182,000 towards IT upgrades at the hospital. Led by 3 Platinum Sponsors; Larry Hudson Chevrolet Buick GMC, Leslie Motors and Moorefield Excavating, our business community remained the backbone of our Gala fundraising, even when we were not able to gather at our favourite event.



Edge Mutual Insurance Company Donation

The Palmerston and District Hospital Foundation received an early Christmas gift in 2020, as Edge Mutual Insurance Company dropped by to present a \$75,000 donation approved by their Board of Directors. The donation was earmarked to purchase 3 CADD pumps (most often used for pain management), a bariatric bed, a transport ventilator and an ultrasound/electrotherapy unit for physiotherapy.



Shown in the photo are local insurance brokers Jeremy and Paul Brown, Carlos Rodrigues, CEO of Edge Mutual Insurance, Dale Franklin, Development Officer, PDHF, and Richard Wright, member of the Board of Directors of Edge Mutual Insurance.

Covid-19 Support

During a year when nothing seemed normal, one thing remained constant. Our communities continued to support our local hospital, whether it was through a lawn sign, a donation of Personal Protective Equipment, or an additional financial contribution. The support we received in so many ways this past year helped to ensure our staff and patients were encouraged and kept safe during a very difficult time. We are so very grateful to the local communities we serve for their generous contributions, of every type.



Nick Spaling of Pro Performance Hockey Academy offering a socially distanced boost to the front line staff with a \$10,000 donation to be used wherever it was needed to fight the pandemic.



Nurses Reaghen Murphy, Katie Olechowski and Lauren Davies pose with signs produced and placed on the lawn of the Palmerston and District Hospital by Palmerston residents Jim & Bonnie Dopfer.

19th Annual CKNX Healthcare Heroes Radiothon Raises over \$147,000 for the Palmerston & District Hospital Foundation

The 19th Annual CKNX Healthcare Heroes Radiothon was held on October 17th, 2020. Palmerston & District Hospital Foundation joined with 9 other Midwestern Ontario Hospital Foundations in support of their local hospitals. Our fundraising efforts focused on the need to purchase a new anaesthetic gas machine for surgical services. Kicked off by a sweetly successful “Tim Hortons Smile Cookie Campaign”, our Radiothon was more successful than ever, raising over \$147,000 to completely fund this vital purchase! Minto and Mapleton communities continue to demonstrate their strong commitment to keeping “quality health care close to home”!



The Smile Cookie campaign at the Palmerston Tim Hortons was an overwhelming success this year, raising \$10,186 for the Palmerston and District Hospital Foundation (PDHF). This was the best year yet for the campaign at the Palmerston location, which has raised \$32,347 for the local hospital since 2015. Palmerston Tim Hortons owner Tracey Crumb, left, and staff presented Franklin, second from left, with the donation on Oct. 15.



Palmerston and District Hospital Foundation Board of Directors & Staff

Board of Directors

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Brad Watt – Vice President
Kathy Statia – Treasurer
Debbie McIntosh – Secretary
Dan Hill – Past President

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Anne-Marie Faulkner – Director
Betty Douglas – Director
Doug Morrell – Director
Dorren Foerter – Director

Jacqui Cressman – Director
Lisa Bramhill – Director
Patrick Downey – Director
Stephanie Drost – Director
Gary Schumacher – NWHC Board Rep

Helen McFadzean – PDH Auxiliary Rep

Staff

Dale Franklin, Development Officer
Janice Richardson, Donations Administrator

Stats of Interest

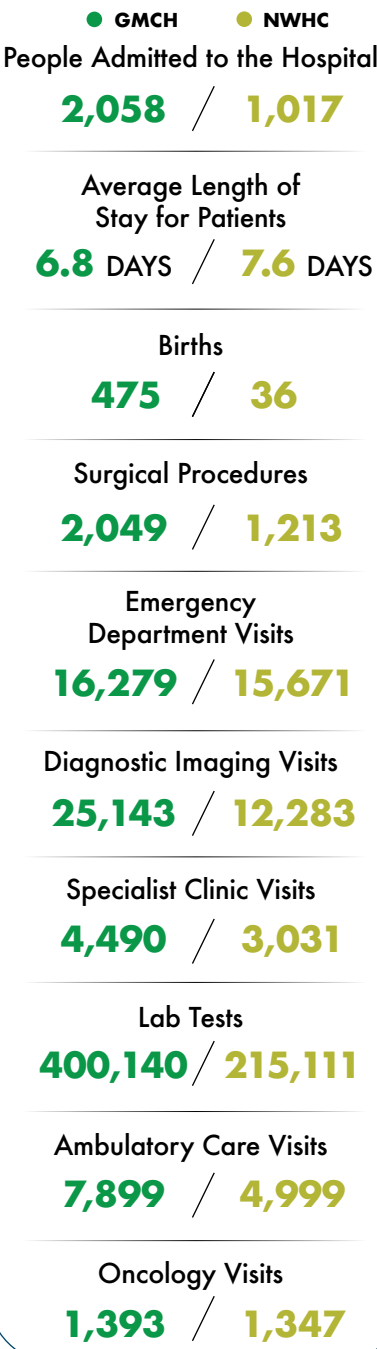
Groves Memorial Community Hospital



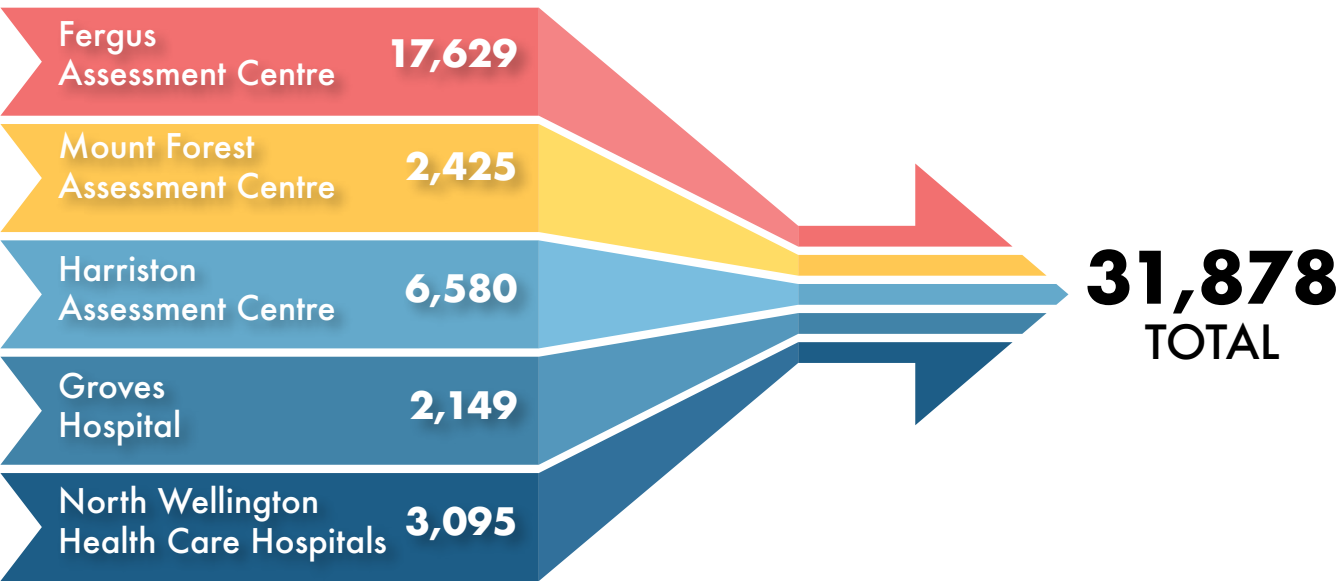
North Wellington Health Care (Louise Marshall Hospital - Palmerston & District Hospital)



By the Numbers (Fiscal Year 20/21)



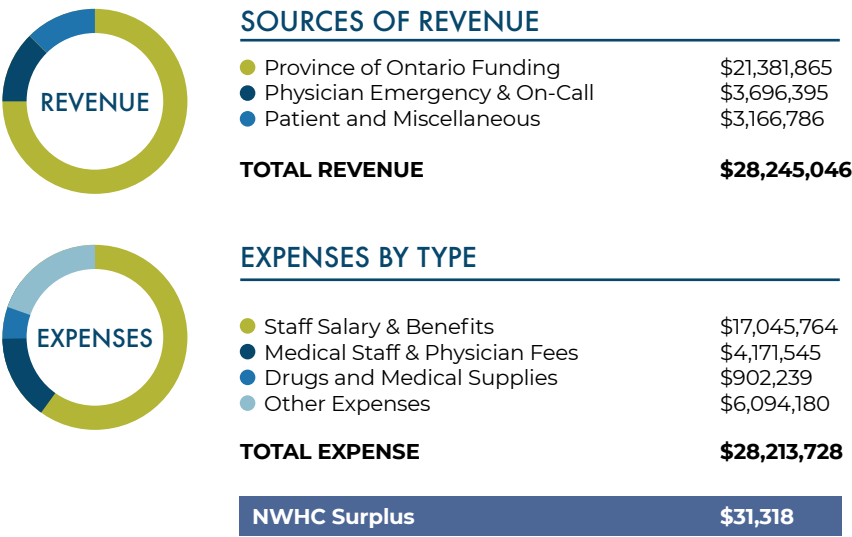
COVID-19 Assessment Tests



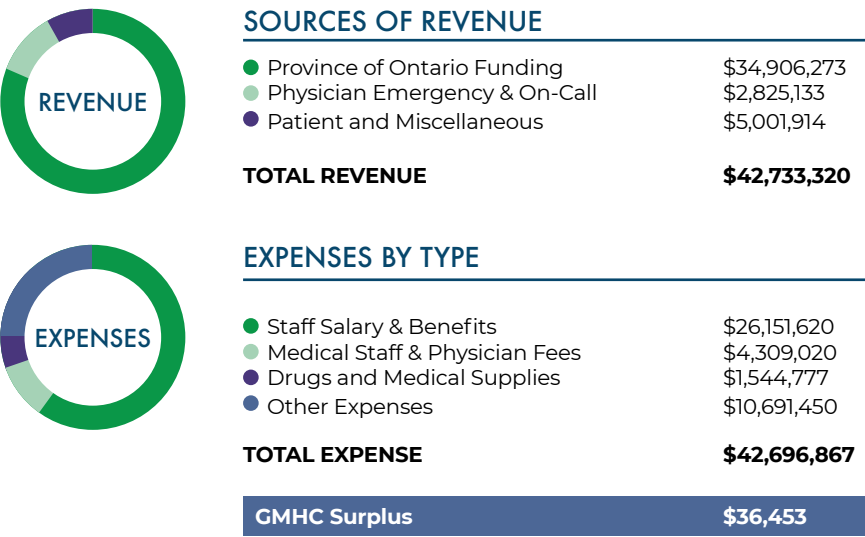
Financials

North Wellington Health Care

LOUISE MARSHALL HOSPITAL | PALMERSTON AND DISTRICT HOSPITAL



Groves Memorial Community Hospital



Board of Directors 2020-21

(Joint Executive Committee = JEC)

North Wellington Health Care

LOUISE MARSHALL HOSPITAL | PALMERSTON AND DISTRICT HOSPITAL

- Dale Small, Chair and JEC Chair*

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Gary Schumacher, Treasurer*

Brian McMahon, Past Chair*

Carrie Hurst*

Brian Milne*

Michael O'Dwyer*

Angela Stanley*

Kelly Ward*

Judy Dirksen, Ex-Officio, Town of Minto Council
- Dan Yake, Ex-Officio, Township of Wellington North Council

Dr. Christopher Rowley, Ex-Officio, Chief of Staff

Dr. Christine Peterkin, Ex-Officio, President of Professional Staff

Stephen Street, Board Secretary & Ex-Officio, President & CEO

Jill Schitka, Ex-Officio, Vice President Clinical Services & Chief Nursing Executive

Groves Memorial Community Hospital

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Richard Wright, Treasurer*

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Helen Bogl*

Gord Feniak*

Leslie Flaherty*

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Neil Dunsmore, Ex-Officio, Township of Centre Wellington Council

Kirk McElwain, Ex-Officio, Township of Centre Wellington Council
- Stephen O'Neill, Ex-Officio, County of Wellington Council

Howard Dobson, Ex-Officio, Groves Volunteer Association Board

Dr. Douglas Roach, Ex-Officio, Chief of Staff

Dr. Amanda Wagler, Ex-Officio, President of Professional Staff

Stephen Street, Board Secretary, Ex-Officio, President & CEO

Jill Schitka, Ex-Officio, Vice President Clinical Services & Chief Nursing Executive

Gillian Alton, Community Representative on Board Committee

Jeff Lehmann, Community Representative on Board Committee

* = members of the JEC which governs the Wellington Health Care Alliance through delegated authority.



PLANNING REPORT

for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development Department

DATE: June 21, 2021
TO: Mike Givens, C.A.O.
 Township of Wellington North
FROM: Matthieu Daoust, Planner
 Curtis Marshall, Manager of Development Planning
 County of Wellington
SUBJECT: **Final Draft Zoning By-Law - Cachet Developments (Arthur) Inc.**
Draft Plan of Subdivision - 23T-20202
Zoning By-law Amendment ZBA 06-20
321 Domville St, Arthur

Final Draft Zoning By-law

Planning Staff have prepared a final draft zoning by-law amendment for the above noted property which implements the proposed Cachet Homes draft plan of subdivision.

A copy of Cachet Homes' proposed zoning by-law amendment was included as part of Planning Staff's final recommendation report which was presented to Council on June 14, 2021. Planning Staff have further revised the proposed amending by-law to include:

- A minimum garage size requirement for single detached dwellings (5.5 m x 6.0m)
- A Holding Provision (H) which requires that water and sewer services are available, stormwater management is addressed, necessary development agreements are executed, and detailed engineering design is completed to the satisfaction of Council prior to the issuance of building permits.

A copy of the final draft by-law is attached to this report for Council's consideration.

Sincerely,

A handwritten signature in black ink that reads "Matthieu Daoust".

Matthieu Daoust, RPP MCIP
 Planner

A handwritten signature in blue ink that reads "C Marshall".

Curtis Marshall, RPP MCIP
 Manager of Development Planning

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER _____.

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01
BEING THE 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 Sections 34 and 36 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 2 of By-law 66-01 is amended by changing the zoning on lands described as Pt Park Lts 3-4 S/S Domville; Pt Park Lots 6 & 7 N/S Smith; RP 60R1199 Parts 3 & 4 RP 60R3022 Pt 2 and Crown Survey Pt Park Lot 8 N; Smith ST RP 61R10854 Part 2, municipally known as 321 Domville St., Arthur, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from:
 - **Low Density Residential (R1C), Medium Density Residential R2, and High Density Residential (R3(H)) with a Holding Provision to Low Density Residential Exception (R1C-31.26(H)) with a Holding Provision, High Density Residential Exception (R3-31.29 (H)) with a Holding Provision, and Open Space (OS)**
2. THAT Section 31, Exception Zone 1 – Arthur Village, is amended except as amended by the inclusion of the following new exceptions:

31.26 Cachet Developments, Arthur	R1C-26 (H)	Notwithstanding any other provisions to the contrary, the following regulations shall apply: <table border="0"> <tr> <td>i)</td><td>Front Yard, Minimum (Dwelling)</td><td>5.0 m (16.4 ft.)</td></tr> <tr> <td>ii)</td><td>Front Yard, Minimum (Garage)</td><td>6.0 m (19.7 ft.)</td></tr> <tr> <td>iii)</td><td>Exterior Side Yard, Minimum</td><td>3.0 m (9.8 ft.)</td></tr> <tr> <td>iv)</td><td>Lot Coverage, Maximum</td><td>45% not including porches and decks</td></tr> <tr> <td></td><td></td><td>48% Including Porches and decks</td></tr> </table>	i)	Front Yard, Minimum (Dwelling)	5.0 m (16.4 ft.)	ii)	Front Yard, Minimum (Garage)	6.0 m (19.7 ft.)	iii)	Exterior Side Yard, Minimum	3.0 m (9.8 ft.)	iv)	Lot Coverage, Maximum	45% not including porches and decks			48% Including Porches and decks
i)	Front Yard, Minimum (Dwelling)	5.0 m (16.4 ft.)															
ii)	Front Yard, Minimum (Garage)	6.0 m (19.7 ft.)															
iii)	Exterior Side Yard, Minimum	3.0 m (9.8 ft.)															
iv)	Lot Coverage, Maximum	45% not including porches and decks															
		48% Including Porches and decks															

		<p>v) Minimum percentage of required front yard to be maintained as a landscaped area 30%</p> <p>vi) Minimum setback from sight triangle 0.6 m (2.0 ft.)</p> <p>vii) Minimum Garage Size 5.5 m x 6.0 m (18 ft x 19.7 ft)</p> <p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ol style="list-style-type: none"> I. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. II. Stormwater management issues have been adequately addressed; III. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. IV. In regards to the lots adjacent to the unopened Adelaide St. extension (Lots 132 and 24 shown on the plan prepared by GSAI, dated June 4, 2021): that adequate street access and servicing is provided.
31.29 Cachet Developments, Arthur	R3-29 (H)	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply:</p> <p>i) Lot Area, Minimum 167 m² (1797.6 ft²)</p> <p>ii) Lot Frontage, Minimum 6.1 m (20.0 ft)</p> <p>iii) Lot Frontage, Minimum 9.0 m (29.5 ft) (Corner Lot)</p> <p>iv) Front Yard, Minimum 5.0 m (16.4 ft.)</p>

		(Dwelling)
v)	Front Yard, Minimum (Garage)	6.0 m (19.7 ft.)
vi)	Exterior Side Yard, Minimum	4.5 m (14.8 ft.)
vii)	Interior Side Yard, Minimum (end units)	1.2 m (3.9 ft)
viii)	Interior Side Yard, Minimum (interior units)	0 m (0.0 ft.)
x)	Rear Yard, Minimum	6.7 m (22.0 ft.)
xi)	Maximum number of attached units in a row	8
xii)	Minimum percentage of required front yard to be maintained as a landscaped area	30%
xiii)	Minimum setback from sight triangle	0.6 m (2.0 ft)
	<p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ul style="list-style-type: none"> I. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. II. Stormwater management issues have been adequately addressed; III. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. 	

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 become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2021

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2021

_____.

MAYOR

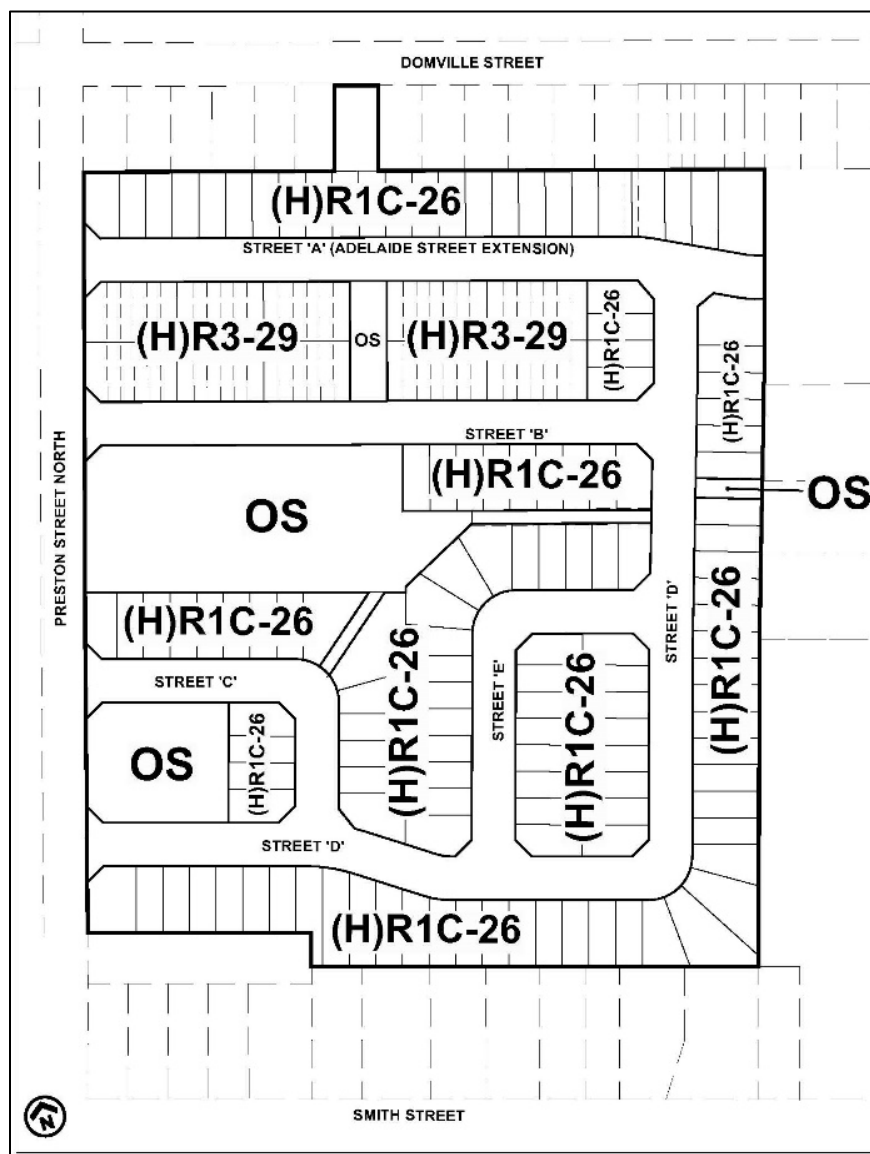
_____.

CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. _____

Schedule "A"



This is Schedule "A" to By-law _____.

Passed this ____ day of _____ 2021

MAYOR_____
CLERK

EXPLANATORY NOTE**BY-LAW NUMBER _____.****THE LOCATION OF THE SUBJECT LANDS**

The property subject to the proposed amendment is described as as Pt Park Lts 3-4 S/S Domville; Pt Park Lots 6 & 7 N/S Smith; RP 60R1199 Parts 3 & 4 RP 60R3022 Pt 2 and Crown Survey Pt Park Lot 8 N; Smith ST RP 61R10854 Part 2, municipally known as 321 Domville St., Arthur, Township of Wellington North. The property is approximately 11.08 hectares (27.38 acres) in size and is designated as Residential in the County of Wellington Official Plan.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Low Density Residential (R1C), Medium Density Residential R2, and High Density Residential (R3(H)) with a Holding Provision to Low Density Residential Exception (R1C-31.26(H)) with a Holding Provision, High Density Residential Exception (R3-31.29 (H)) with a Holding Provision, and Open Space (OS). Site specific regulations and a Hold Provision (H) also apply to the lands.



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of June 28, 2021
From: Darren Jones, Chief Building Official
Subject: CBO 2021-08 Building Permit Review Period Ending May 31st, 2021

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2021-08 being the Building Permit Review for the period ending May 31st, 2021.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2021-07 Building Permit Review Period Ending April 30th, 2021
2. CBO 2020-07 Building Permit Review Period Ending May 31st, 2020

BACKGROUND

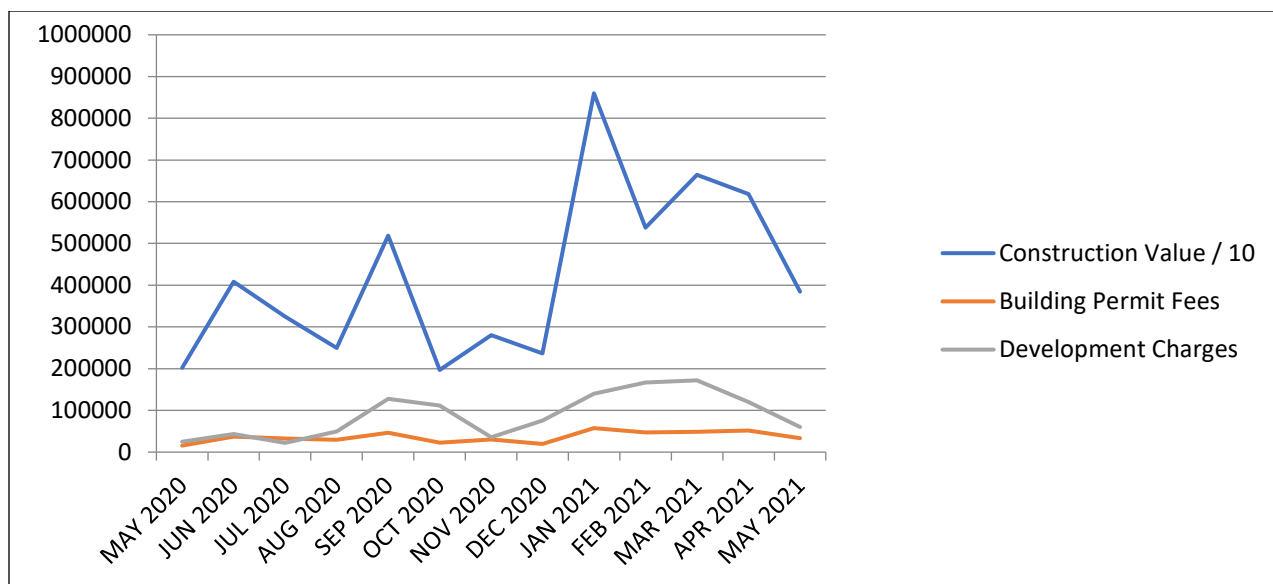
PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
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Single Family Dwelling	2	1,100,000.00	6,000.00	22,083.00
Multi Family Dwelling	2	750,000.00	11,000.00	37,752.00
Additions / Renovations	1	15,000.00	1,200.00	0.00
Garages / Sheds	3	180,000.00	1,818.96	0.00
Pool Enclosures / Decks	5	122,800.00	673.18	0.00

Commercial	4	185,000.00	2,233.27	0.00
Assembly	0	0.00	0.00	0.00
Industrial	1	100,000.00	529.88	0.00
Institutional	1	95,000.00	130.00	0.00
Agricultural	8	1,194,000.00	8,319.49	0.00
Sewage System	3	49,500.00	1,170.00	0.00
Demolition	3	55,000.00	390.00	0.00

Monthly Total	33	3,846,300.00	33,464.78	59,835.00
Total Year to Date	159	30,596,609.00	239,499.49	658,749.60

12 Month Average	26	4,400,234.08	38,044.25	93,664.74
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10 Year Monthly Average	31	4,879,730.00	41,476.76	84,370.49
10 Year, Year to Date Average	91	15,434,996.20	127,384.01	242,825.26

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

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

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☐ Municipal Infrastructure

☒ Alignment and Integration

Prepared By: Darren Jones, Chief Building Official

Recommended By: Michael Givens, Chief Administrative Officer

6/18/21

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
77187	Arthur Foodland	6/09/21	\$29.90
77188	Arthurs Fuel	6/09/21	\$160.08
77189	Auxiliary to Louise Marshall H	6/09/21	\$500.00
77190	Bell Canada	6/09/21	\$766.81
77191	Broadline Equipment Rental Ltd	6/09/21	\$117.15
77192	Cotton's Auto Care Centre	6/09/21	\$502.85
77193	Holder Tractor Ltd.	6/09/21	\$2,906.37
77194	Hydro One Networks Inc.	6/09/21	\$746.61
77195	Jim's Auto Service	6/09/21	\$147.23
77196		6/09/21	\$200.00
77197	Mt Forest & District Chamber o	6/09/21	\$1,700.00
77198	Mt Forest Memorials	6/09/21	\$282.50
77199	Park N Play Design Company Ltd	6/09/21	\$11,459.11
77200	Premier Equipment Ltd.	6/09/21	\$82.68
77201	Royal Bank Visa	6/09/21	\$10,609.70
77202	Trevor Roberts Auto Repair	6/09/21	\$1,391.03
77203	Enbridge Gas Inc.	6/09/21	\$3,358.93
77204		6/09/21	\$1,900.00
77205	Young's Home Hardware Bldg Cen	6/09/21	\$248.11
EFT0002025	ABC Recreation Ltd.	6/09/21	\$508.50
EFT0002026	ALS Canada Ltd.	6/09/21	\$43.51
EFT0002027	Arthur Home Hardware Building	6/09/21	\$615.48
EFT0002028	B M Ross and Associates	6/09/21	\$1,918.74
EFT0002029	Brandt Cambridge	6/09/21	\$3,383.71
EFT0002030	Canadian Safety Equipment	6/09/21	\$362.17
EFT0002031	CARQUEST Arthur Inc.	6/09/21	\$690.02
EFT0002032	Cedar Signs	6/09/21	\$644.41
EFT0002033	CP Industries Ltd	6/09/21	\$31.32
EFT0002034	County of Wellington	6/09/21	\$99.00
EFT0002035	Da-Lee Dust Control	6/09/21	\$9,019.43
EFT0002036	Decker's Tire Service	6/09/21	\$135.60
EFT0002037	Delta Elevator Co. Ltd.	6/09/21	\$904.13
EFT0002038	Eric Cox Sanitation	6/09/21	\$336.18
EFT0002039	Excel Business Systems	6/09/21	\$219.90
EFT0002040	FOSTER SERVICES/822498 ONT INC	6/09/21	\$11,978.00
EFT0002041	FOXTON FUELS LIMITED	6/09/21	\$822.38
EFT0002042	Frey Communications	6/09/21	\$22,004.16
EFT0002043	H Bye Construction Limited	6/09/21	\$58,785.99
EFT0002044	Ideal Supply Inc.	6/09/21	\$632.90
EFT0002045	J J McLellan & Son	6/09/21	\$54.67
EFT0002046	JOB-INC Electric	6/09/21	\$503.98
EFT0002047	Lifesaving Society	6/09/21	\$193.20
EFT0002048	M & L Supply, Fire & Safety	6/09/21	\$449.16
EFT0002049	Maple Lane Farm Service Inc.	6/09/21	\$946.56
EFT0002050		6/09/21	\$1,476.00
EFT0002051	Martins TLC	6/09/21	\$1,096.10
EFT0002052		6/09/21	\$840.00

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0002053	North Wellington Co-op Service	6/09/21	\$252.19
EFT0002054	Officer's Auto Care Inc.	6/09/21	\$358.47
EFT0002055	Ontario One Call	6/09/21	\$85.34
EFT0002056	Orkin Canada Corporation	6/09/21	\$50.85
EFT0002057	Pine Corner Tree Farm	6/09/21	\$240.69
EFT0002058	Pollard Distribution Inc.	6/09/21	\$3,031.12
EFT0002059	Rural Routes Pest Control Inc.	6/09/21	\$84.75
EFT0002060	Stephen Hale	6/09/21	\$1,728.90
EFT0002061	Triton Engineering Services	6/09/21	\$10,824.27
EFT0002062	Wellington North Power	6/09/21	\$9,772.24
77206	Arthur Foodland	6/16/21	\$21.96
77207	Bell Canada	6/16/21	\$85.62
77208	Bell Mobility	6/16/21	\$1,001.00
77209	Broadline Equipment Rental Ltd	6/16/21	\$1,192.15
77210	Chalmers Fuels Inc	6/16/21	\$1,097.05
77211	City of Guelph	6/16/21	\$500.00
77212		6/16/21	\$1,900.00
77213		6/16/21	\$39.53
77214	Hydro One Networks Inc.	6/16/21	\$61.64
77215	Leslie Motors Ltd.	6/16/21	\$101.64
77216	Darlene McIntosh	6/16/21	\$440.00
77217	Midwestern Line-Striping Inc.	6/16/21	\$19,283.45
77218	Royal Bank Visa	6/16/21	\$4,136.34
77219	Stephen O'Donnell Construction	6/16/21	\$1,900.00
77220	TD Wealth	6/16/21	\$791.76
77221	Tom Shupe Plumbing & Heating	6/16/21	\$1,988.80
77222	Waste Management	6/16/21	\$1,033.95
77223	Wellington Catholic Dist Sch B	6/16/21	\$6,190.00
77224	Wightman Telecom Ltd.	6/16/21	\$716.86
77225	Workplace Safety & Ins Board	6/16/21	\$7,175.88
EFT0002063	ABC Recreation Ltd.	6/16/21	\$3,504.19
EFT0002064	Acapulco Pools Limited	6/16/21	\$5,814.60
EFT0002065	ALS Laboratory Group	6/16/21	\$1,162.21
EFT0002066	Arbour Hill Custom Cabinetry	6/16/21	\$4,044.79
EFT0002067	Arthur Chrysler Dodge Jeep Lim	6/16/21	\$3,792.45
EFT0002068	ARTHUR BIA	6/16/21	\$4,812.50
EFT0002069	Arthur Home Hardware Building	6/16/21	\$68.38
EFT0002070	Artic Clear 1993 Inc.	6/16/21	\$7.60
EFT0002071	Brandt Cambridge	6/16/21	\$6,069.39
EFT0002072	CARQUEST Arthur Inc.	6/16/21	\$72.07
EFT0002073	Clark Bros Contracting	6/16/21	\$198.52
EFT0002074	ClearTech Industries Inc.	6/16/21	\$281.87
EFT0002075	Coffey Plumbing, Div. of KTS P	6/16/21	\$556.53
EFT0002076	County of Wellington	6/16/21	\$73,387.69
EFT0002077	Canadian Union of Public Emplo	6/16/21	\$1,677.00
EFT0002078	Decker's Tire Service	6/16/21	\$1,859.98
EFT0002079	Eric Cox Sanitation	6/16/21	\$430.65
EFT0002080	FOSTER SERVICES/822498 ONT INC	6/16/21	\$3,262.88
EFT0002081	Frey Communications	6/16/21	\$429.71
EFT0002082	Ideal Supply Inc.	6/16/21	\$73.05
EFT0002083	J J McLellan & Son	6/16/21	\$132.06
EFT0002084		6/16/21	\$838.50
EFT0002085	Lange Bros.(Tavistock) Ltd	6/16/21	\$2,796.75

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0002086	Maple Lane Farm Service Inc.	6/16/21	\$133.23
EFT0002087	Marcc Apparel Company	6/16/21	\$508.50
EFT0002088	Mt Forest Business Improvement	6/16/21	\$7,500.00
EFT0002089		6/16/21	\$172.00
EFT0002090	North Wellington Co-op Service	6/16/21	\$132.56
EFT0002091	Ont Good Roads Association	6/16/21	\$1,154.63
EFT0002092	Ont Mun Employee Retirement	6/16/21	\$40,872.90
EFT0002093	Pine Corner Tree Farm	6/16/21	\$4,068.00
EFT0002094	Pollard Distribution Inc.	6/16/21	\$18,141.59
EFT0002095	Print One	6/16/21	\$2,231.75
EFT0002096	Pryde Truck Service Ltd.	6/16/21	\$2,260.40
EFT0002097	Purolator Inc.	6/16/21	\$10.18
EFT0002098	ROBERTS FARM EQUIPMENT	6/16/21	\$162.81
EFT0002099	Sanigear	6/16/21	\$1,394.65
EFT0002100	Saugeen Community Radio Inc.	6/16/21	\$1,409.11
EFT0002101	SGS Canada Inc.	6/16/21	\$2,162.82
EFT0002102	SLBC Inc.	6/16/21	\$6,969.84
EFT0002103	STRONGCO LIMITED PARTNERSHIP	6/16/21	\$4,483.82
EFT0002104	Suncor Energy Inc.	6/16/21	\$13,045.40
EFT0002105	T&T Power Group	6/16/21	\$6,038.72
EFT0002106	Teviotdale Truck Service & Rep	6/16/21	\$6,825.50
EFT0002107	Upper Grand Dist School Board	6/16/21	\$21,945.00
EFT0002108	Wellington Advertiser	6/16/21	\$1,263.34
EFT0002109	Wellington North Power	6/16/21	\$294.32
EFT0002110	WJF Instrumentation (1990) Ltd	6/16/21	\$2,260.00
EFT0002111	Young's Home Hardware Bldg Cen	6/16/21	\$403.15
Total Amount of Cheques:			\$493,008.30

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Actual Expenses as of Jun. 15, 2021	Staff Comment
<u>Council Directed Projects</u>			
Wells St. Extension (Domville to Future St. A) - Roads	522,000	-	Spend was identified as part of Joint Ops Facility with County - unlikely to proceed in 2021
Wells St. Extension (Domville to Future St. A) - Water	299,000	-	Spend was identified as part of Joint Ops Facility with County - unlikely to proceed in 2021
Wells St. Extension (Domville to Future St. A) - Sewer	74,220	-	Spend was identified as part of Joint Ops Facility with County - unlikely to proceed in 2021
Arthur BIA Streetscaping Enhancements: Connecting Link	225,000	46,368	Budget reviewed with Arthur BIA 7/17/21. Current estimate <\$10,000 may carryover to 2022
MF - Pool	51,000	-	RFQ for pool concept is expected to be issued this summer / fall
	1,171,220		
<u>20 in 20 Initiatives</u>			
2021 Asset Management Initiatives	65,000	20,035	Project underway - anticipating completion within 2021 calendar year
2021 IT initiatives (ITSDR Opportunities)	87,331	23,011	Several initiatives underway - project currently anticipated to be within budget
	152,331		
<u>Development Driven Projects</u>			
Durham / Church (Mt. Forest Developments)	71,635	-	Project started June 2021 and will continue for remainder of 2021 and 2022
Durham / Church (Mt. Forest Developments)	23,454	-	Project started June 2021 and will continue for remainder of 2021 and 2022
Durham / Church (Mt. Forest Developments)	15,731	-	Project started June 2021 and will continue for remainder of 2021 and 2022
Durham St. East (Brad Wilson Severances)	-	-	Final lift of asphalt will be placed this summer / fall and was detailed within annual asphalt tender
Durham St. East (Brad Wilson Severances)	2,270	-	Final lift of asphalt will be placed this summer / fall and was detailed within annual asphalt tender
Durham St. East (Brad Wilson Severances)	81,150	-	Final lift of asphalt will be placed this summer / fall and was detailed within annual asphalt tender
South Water Street - SPS	15,517	-	Design is complete with MECP approval in-hand
Develop Master Stormwater Management Plan	30,000	-	PARKED
Develop Sidewalk Master Plan	20,500	-	PARKED
EDO - Industrial Park Servicing	45,963	3,005	Remaining funding to be used to partially fund Industrial Drive road upgrade to West Grey Border
	306,220		
00-15 - ADMINISTRATION			
Kenilworth Generator	75,000	52,244	Generator installed - just awaiting commissioning
MF Downtown WiFi	10,000	-	Covid impacted. Expectation late 2021 or early 2022 expenditure.
Folding Machine & Office Enhancements	-	9,163	In-year addition - machine procured, office retrofits complete
	85,000		

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Actual Expenses as of Jun. 15, 2021	Staff Comment
00-16 - BUILDING / PROPERTY			
MF Municipal office - Replace Council Chambers Windows	20,000	-	windows installed, interior finishes on back order
	20,000		
00-20 - WELLINGTON NORTH FIRE SERVICE			
Extrication Rescue Tools	93,700	-	Tools are in, delivery and training happening first 2 weeks of July
Radio System Upgrades	125,000	59,217	Trucks and Stations have been wired, awaiting the arrival of the radios
Bunker Gear	20,000	-	Gear was measured and ordered, waiting for delivery
Fire Hose Replacement	20,000	-	In the process of receiving quotes and pairing with Minto order
	258,700		
00-30 - ROADS-FLEET			
2008 Volvo Dump truck Replacement (Rural Plow Truck)	-	-	
2007 Volvo Dump/plowtruck Replacement	300,000	-	
2007 Pup Trailer Steering Axle Replacement	30,000	29,409	Completed spring 2021
2017 Roadside Mower Replacement	15,000	-	
2010 Dodge Pickup (Grey) Replacement	46,000	-	New pick-up truck was awarded spring 2021 with delivery expected late 2021
	391,000		
00-30 - BRIDGES/CULVERTS			
Culvert Re-lining - Sideroad 9E	27,866	-	
Structure 2061 - Sideroad 7W	189,000	350	Design is complete, project awarded and waiting for construction summer 2021
	216,866		
00-30 - ROADS			
<u>Engineering Only</u>			
Mount Forest Drive (Engineering Only)	10,250	-	Working towards tendering this project
Queen St. East (White's Bridge to Main - Design Only)	28,642	-	Design is almost complete with MECP approval in-hand
John St. (Waterloo to Queen - Design Only)	17,000	11,403	Design work in progress, application to MECP has been made
Domville St. (Conestoga to Preston - Design Only)	3,902	4,799	Design work in progress, application to MECP has been made
Clarke St. (Between Smith and Domville)	18,000	13,292	Design work in progress
Fergus St. N (Between Wellington and Birmingham)	18,000		Project has not been awarded to date
<u>Water/Sewer/Roads Projects</u>			

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Actual Expenses as of Jun. 15, 2021	Staff Comment
Fergus St. S (between Wellington & King)	-	4,429	Final lift of asphalt was placed in spring 2021
Georgina St. (between Frederick and Charles)	-	19,156	Final lift of asphalt was placed in spring 2021
<u>Connecting Link - Contingent upon Funding</u>			
George / Smith St (Connecting Link)	2,000,000	143,176	Construction to begin June 21st
Queen St. E (White's Bridge to Main St.)	2,140,000	-	Construction to begin in 2022
<u>Gravel - Base Rebuild</u>			
Sideroad 10 West (Continuation)	120,000	-	Project to start summer 2021
<u>Resurfacing - Rural</u>			
Paving of Sideroad 7 West (County Rd. 6 to Concession 11)	240,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Pulverize and Pave Line 6 (Sideroad 7 to County Road 16)	175,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
<u>Resurfacing - Urban</u>			
Resurface Church St. N (Sligo to Durham)	30,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Resurface Church St. N (Birmingham St. E to Wellington St. E)	20,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Resurface Conestoga St N. (Arthur Public School to Domville St.)	35,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Resurface Durham St. E (467 Durham St. E to London Rd. N)	18,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Resurface Maas Park (Pulverize and Pave)	70,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Resurface Domville St. (Preston to Wells)	50,000	-	Project was awarded as part of annual asphalt program / construction in summer 2021
Pedestrian Safety Measures	56,965	-	PARKED
Mount Forest Drive - Right turn Lane	74,579	-	Working towards tendering this project
Works Yard Upgrades - Kenilworth, Damascus, MF	35,078	-	Ongoing
Sidewalk Installation - Eastview Dr. Between Eliza and Bellfield	65,000	-	Project award scheduled for June 25th meeting of Council
Birmingham St. W (Hutchison Park) - Storm Sewer Improvements	25,000	-	Completed by public works / monitoring performance
Streetlight Conversion LED Upgrade / Retrofit - Lantern Style Streetlight fixtures - Mount Forest	30,000	23,326	Completed by WNP
	5,280,416		
00-40 - SANITARY SEWERS			
<u>Engineering Only</u>			

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Actual Expenses as of Jun. 15, 2021	Staff Comment
Mount Forest Drive (Engineering Only) South Water St (MF - Engineering Only) John St. (Waterloo to Queen - Design Only) Queen St. East (White's Bridge to Main - Design Only) Domville St. (Conestoga to Preston - Design Only) Clarke St. (Between Smith and Domville) Fergus St. N (Between Wellington and Birmingham)	30,750 - 16,500 26,800 16,500 16,000 16,000	- - - - 6,200 - -	Working towards tendering this project Design work in progress Design is almost complete with MECP approval in-hand Design work in progress, application to MECP has been made Design work in progress, application to MECP has been made Design work in progress Project has not been awarded to date
<u>Water/Sewer/Roads Projects</u>			
Fergus St. S (between Wellington & King) Georgina St. (between Frederick and Charles) Queen St. E (White's Bridge to Main St.)	310,000 308,726 365,000	- - -	Final lift of asphalt was placed in spring 2021 Final lift of asphalt was placed in spring 2021 Construction to begin in 2022
<u>Other Sanitary Sewer Items for Consideration</u>			
Arthur Wastewater Treatment Plant Upgrades Phase 1 AV - OCWA recommended projects MF - OCWA recommended projects Mount Forest WWTP - Blower Study	1,968,493 73,000 130,500 20,000	210,099 - 14,790 -	Substantial completion was achieved in December 2020; deficiency work remains ongoing Ongoing Ongoing Project has not been awarded to date
3,298,269			
00-42 - WATERWORKS			
<u>Engineering Only</u>			
Mount Forest Drive (Engineering Only) South Water St (MF - Engineering Only) Queen St. East (White's Bridge to Main - Design Only) John St. (Waterloo to Queen - Design Only) Domville St. (Conestoga to Preston - Design Only) Clarke St. (Between Smith and Domville) Fergus St. N (Between Wellington and Birmingham)	10,250 16,307 7,300 16,500 16,500 16,000 16,000	- 360 - - - - -	Working towards tendering this project Design work in progress Design is almost complete with MECP approval in-hand Design work in progress, application to MECP has been made Design work in progress, application to MECP has been made Design work in progress Project has not been awarded to date
<u>Water/Sewer/Roads Projects</u>			
Fergus St. S (between Wellington & King) Georgina St. (between Frederick and Charles) Queen St. E (White's Bridge to Main St.)	259,373 100,170 505,000	- - -	Final lift of asphalt was placed in spring 2021 Final lift of asphalt was placed in spring 2021 Construction to begin in 2022

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Actual Expenses as of Jun. 15, 2021	Staff Comment
<u>Independent Water Projects</u> Domville - Watermain Replacement (Tucker to Clarke) Mount Forest Water Tower Design Arthur Water Supply Study Smith St. / George St. Water Service Upgrades Mount Forest Stand-Pipe Rehabilitation Wellhouse Human Machine Interface (HMI) 2,574,875	221,475 75,000 100,000 225,000 950,000 40,000 2,574,875	1,855 - - - - - -	Final lift of asphalt was placed in spring 2021 PARKED Ongoing Construction to begin June 21st Construction in late 2021 or 2022 Completed
00-70 - PARKS & RECREATION MF Splashpad (Inclusive of Servicing Costs) Signage for Parks & Facilities Trail Development/Expansion AV BMX/Skateboard Park Pool Communication Tech. Enhancements AV - Icemaking Piping Rehabilitation AV Ball Diamond Safety Netting Pool Facilities - Dive Board & Vacuums AV - Opti-Misses Park Rehabilitation MF -Sports Complex - Compressor Computer Upgrade MF - Sports Complex Energy Controls System Upgrade MF - Bill Moody Park Drainage Upgrades AV - Outdoor Pool Facility Enhancements 1,456,845	- 31,055 94,192 - 5,267 1,094,500 18,000 8,831 120,000 50,000 10,000 25,000 - 1,456,845	- - 9,372 - 8,331 500,000 2,863 - 30,000 - - 25,673 1,215 -	 Wayfinding signage is designed, waiting for delivery and installation. Expected late summer. Beam installed under the bridge. New stone dust added to Saugeen River Trail from Princess Street. Bridge replacement on the River Trail, Well St. Entrance. Completed. Concrete floor to be poured in July should be completed in August Posts to be installed week of June 20. Netting and supplies purchased. With uncertainties around sports, we have requested the netting be installed next year to prolong the life of the netting. Completed. Completed. In the process of being installed and will be tested in Sept. Work to be completed in Sept. and Oct. Completed. OTF Funding - Scheduled to be completed early July.
2021 Summary	15,211,742	1,273,141	



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of June 28, 2021

From: Matthew Aston, Director of Operations

Subject: OPS 2021-023 being a report on the award of Eastview Sidewalk

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report OPS 2021-023 being a report on the award of Eastview Sidewalk;

AND FURTHER THAT Council award the request for tender to Steed & Evans at a cost of \$60,000 plus applicable taxes;

AND FURTHER THAT Council authorize the CAO or their designate to sign any necessary agreements with Steed & Evans to execute this project.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2021 Capital Budget

BACKGROUND

The request for quotation (RFQ) was advertised on the Township's website starting June 1, 2021, and closed June 10, 2021.

The Township received five submissions prior to RFQ close: Steed & Evans (SE), C&G Concrete, Drexler Construction, Reeves Construction and Emmacon Corp. Submissions were assessed based on cost – see Financial Section below.

SE was the lowest cost, meeting the tender as specified, and although the adjusted project budget is now over budget, Township staff recommend them for award.

FINANCIAL CONSIDERATIONS

Bidder	Tender Price [^]
Steed & Evans	\$60,000.00
C&G Concrete	\$61,411.50
Drexler Construction	\$68,450.00
Reeves Construction	\$79,738.75
Emmacon Corp	\$102,155.00

^ - Prices excludes 13% HST and all provisional items.

Updated Project Cost Estimate

Approved 2021 Capital Budget	\$65,000
Steed and Evans Bid	\$60,000
Bid plus Contingency	\$5,000
Engineering Estimate	\$5,000
Applicable Taxes (1.76%)	\$1,232
Total Estimated Cost	\$71,232

ATTACHMENTS

Schedule A – Letter from Triton Engineering Services Limited dated June 14, 2021.

STRATEGIC PLAN 2019 – 2022

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

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☒ Municipal Infrastructure

☐ Alignment and Integration

Prepared By: Matthew Aston, Director of Operations

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



105 Queen Street West, Unit 14
 Fergus
 Ontario N1M 1S6
 Tel: (519) 843-3920
 Fax: (519) 843-1943
 Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

June 14, 2021

Township of Wellington North
 7490 Sideroad 7 West
 KENILWORTH, Ontario
 N0G 2E0

ATTENTION: Matthew Aston, C.E.T., LET, MBA
 Director of Operations

RE: TOWNSHIP OF WELLINGTON NORTH
 INSTALLATION OF SIDEWALK EASTVIEW DRIVE,
 ARTHUR
 QUOTATION NO. 5528-21
 OUR FILE: A5528 R09

Dear Sir:

Quotation for this project were received and opened in the Township offices shortly after 2:00 p.m. on Thursday, June 10, 2021.

The Quotations received are as follows:

<u>CONTRACTOR</u>		<u>TENDER PRICE</u>
STEED AND EVANS LIMITED	ST JACOBS	\$ 60,000.00
978481 ONTARIO INC. (C&G CONCRETE)	SHELBURNE	\$ 61,411.50
DREXLER CONSTRUCTION LIMITED	ROCKWOOD	\$ 68,450.00
REEVES CONSTRUCTION LIMITED	MOUNT FOREST	\$ 79,738.75
EMMACON CORP.	TORONTO	\$ 102,155.00

The Township has checked all Quotations received for errors and omissions, and no mathematical errors were found.

Based on the Quotations received, and our experience on similar projects, we recommend that the contract be awarded to Steed and Evans Limited in the amount of \$60,000.00.

Attached for your information is an overall cost breakdown summary for the project including: Steed and Evans Limited Quotation prices; contract administration and construction observation, including material testing; and a contingency allowance.

We trust that this information is satisfactory for your present requirements and should you have any questions, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

A handwritten signature in black ink, appearing to read 'P. Ziegler', with a stylized flourish at the end.

Paul F. Ziegler, C.E.T

Encl.

cc: Adam McNabb, Director of Finance/Treasurer, Township of Wellington North

June 14, 2021

TOWNSHIP OF WELLINGTON NORTH
INSTALLATION OF SIDEWALK EASTVIEW DRIVE, ARTHUR

QUOTATION NO. 5528-21

COST BREAKDOWN SUMMARY

BASED ON QUOTATION PRICES SUBMITTED BY STEED AND EVANS LIMITED

		TENDER PRICE
TOTAL CONTRACT PRICE (Excluding H.S.T.)	-	\$ 60,000.00
CONTINGENCY ALLOWANCE	-	\$ 5,000.00
ENGINEERING (SITE INSPECTION & CONTRACT ADMINISTRATION FOR CONSTRUCTION) INCLUDING MATERIAL TESTING (ESTIMATED)	-	\$ 5,000.00
TOTAL ESTIMATED COST (Excluding H.S.T.)	-	\$ 70,000.00



Staff Report

To: Mayor and Members of Council Meeting of June 28, 2021
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2021-017 Cemetery fees and charges

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report CLK 2021-017 Cemetery fees and charges;

AND FURTHER THAT Council approve cemetery fees and charges increases effective January 1, 2022 as follows:

Single Grave	\$780.00
Care & maintenance	\$520.00
TOTAL	\$1,300.00
Niche (2 Urns)	\$1,145.00
Care & maintenance	\$205.00
TOTAL	\$1,350.00
Scattering Garden	\$84.00
Care & maintenance	\$56.00
TOTAL	\$140.00
Adult Burial	\$900.00
Saturday Charge	\$365.00
Child (12& under)	\$200.00
Saturday Charge	\$365.00

Cremated Remains in plot	300.00
Saturday Charge	\$240.00
Inurnment in Niche	\$200.00
Saturday Charge	\$130.00
Scattering	\$100.00
Saturday Charge	\$240.00
Disinterment	\$900.00
Vault Storage	\$185.00
*Flat marker 173 in sq	\$100.00
*Flat marker 4'x4'	\$200.00
*Upright marker	\$400.00

AND FURTHER THAT the Clerk be directed to forward to the Bereavement Authority of Ontario for final approval.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2017-037 being a report on the Mount Forest Cemetery By-law

BACKGROUND

The Mount Forest Cemetery is approximately 14.5 acres, located at 411257 Southgate Road 41, Mount Forest, Ontario. Records indicate over 7,000 plots have been sold (including the columbarium and standards graves).

In 2017 Council adopted a new Cemetery by-law and approved increases to the fees and charges. Prior to that, rates were increased in 2005 and 2012.

Schedule A shows cemetery fees charged in similar sized municipalities as Wellington North. You will note that with one exception, Wellington North fees are the lowest. Minto has a non-residential rate and Guelph Eramosa Township has a 15% surcharge for individuals who have

not resided in GET for more than 10 years, so the rates shown for those municipalities are just rates for residents residing in the municipality.

Without regular increases to the rates there is a real risk of falling behind and then having to increase rates substantially as opposed to incrementally.

A challenge for all cemetery owners are the operation costs and limited revenue opportunities. Once a plot is sold the municipality becomes responsible for all maintenance of the plots as well as monument repair and replacement.

When a plot or niche is sold, 40% of the purchase price (set by the Bereavement Authority of Ontario (BEA)) is placed in a care and maintenance (C&M) trust fund. This fund is sometimes referred to as perpetual care.

Until very recently only the interest earned from a C&M trust fund could be used to offset the cost of operating a cemetery. Effective January 1, 2022, non-commercial cemetery operators may access the capital portion of a C&M, on approval from the BAO, provided the capital is paid back into the trust fund or account, which is really not a solution to the shortfall in operating costs.

Schedule B shows the proposed rate increases with an effective date of January 1, 2022. You will note that the recommendation in OPTION 1 is to increase the C&M contribution to the same amount as the plot sale charge. This is comparable to what GET charges and is an attempt to generate more C&M rates thereby increasing the interest earned. Option 2 (the recommended option) shows an increase across the board from the current rates.

In order to achieve full cost recovery the rate increase would exceed 1,000%, based on approximately 16 plot/niche sales and one scattering per year and operating costs of approximately \$100,000 (2021 Operating Budget – inclusive of interfunctional transfers).

Current market rates on investments have decreased, and many of the Township's investment positions have come to full maturity. This provides opportunity of the Township to become more proactive on their investment strategies to aid in the offset of operating costs. Township staff have recently participated in a webinar hosted by Guaranteed Funeral Deposits (GFD) in partnership with Foyston, Gordon & Payne Inc. (whom act as the investment Council for GFD), and Comtech Fire Credit Union. In doing so, Township staff have become aware of a host of cumulative benefit opportunities which staff intend to further pursue.

Once the rates are approved by Council, it must be forwarded to the Bereavement Authority of Ontario for final approval prior to implementation.

FINANCIAL CONSIDERATIONS

<p>While largely contingent upon number of plot sales and burials, and any anomalous items giving rise to additional operational expenditure, it is staffs perception that unless rates are adjusted, this business segment's impact on tax levy requirements will continue to grow. This increased reliance on tax levy is viewed as an unfair burden to non-users of this Township service, and Township staff are looking to mitigate via the proposed increased 'user' fees to more appropriately recover operational costs.</p>
--

ATTACHMENTS

- Schedule A cemetery fee comparison
- Schedule B proposed rate increases

STRATEGIC PLAN 2019 - 2022

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

☐ Yes

☐ No

☒ N/A

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

SCHEDULE A

	WN	Shelburne	G Valley	Mapleton	Minto	Southgate	GET
SALES							
Single Grave	\$510.00	\$780.00	\$792.00	\$495.00	\$540.00	\$750.00	\$1,219.34
Care & maintenance	\$340.00	\$520.00	\$528.00	\$330.00	\$360.00	\$500.00	\$1,219.34
TOTAL	\$850.00	\$1,300.00	\$1,320.00	\$825.00	\$900.00	\$1,250.00	\$2,438.68
Niche (2 Urns)	\$935.00	\$1,565.21	\$1,375.00	N/A	\$850.00	\$1,360.00	N/A
Care & maintenance	\$165.00	\$234.79	\$205.00		\$150.00	\$225.00	
TOTAL	\$1,100.00	\$1,800.00	\$1,580.00		\$1,000.00	\$1,585.00	
Scattering Garden	\$75.00					\$255.00	
Care & maintenance	\$25.00					\$45.00	
TOTAL	\$100.00					\$300.00	
BURIAL							
Adult Burial	\$600.00	\$825.00	\$867.00	\$610.00	\$650.00	\$1,000.00	\$1,423.53
Saturday Charge							
Additional	\$345.00	\$475.00	\$433.50	\$500.00	\$500.00	\$100.00	\$2,186.28
Child (12& under)	\$175.00	\$410.00	\$400.00		\$300.00	\$300.00	\$778.49
Saturday Charge	\$345.00	\$160.00	\$200.00		\$500.00	\$600.00	\$1,541.24
Cremated Remains in plot	\$275.00	\$300.00	\$280.00	\$270.00	\$300.00	\$300.00	\$545.67
Saturday Charge	\$230.00	\$175.00	\$140.00	\$500.00	\$150.00	\$100.00	\$1,308.42
Inurnment in Niche	\$175.00	\$180.00	\$250.00		\$150.00	\$225.00	
Saturday Charge	\$125.00	\$145.00			\$100.00		
Scattering	\$100.00					\$30.00	
Saturday Charge						\$90.00	
Disinterment	\$600.00		\$2,601.00	\$1,220.00	\$800.00	\$1,000.00	\$3,320.80
Vault Storage	\$175.00	\$175.00	\$250.00	N/C**	\$100.00	\$200.00	

* 3x
internment

*2x
internment
**90.00 if no
plot

\$250 if no
plot

SCHEDULE B

Single Grave	\$780.00
Care & maintenance	\$520.00
TOTAL	\$1,300.00
Niche (2 Urns)	\$1,145.00
Care & maintenance	\$205.00
TOTAL	\$1,350.00
Scattering Garden	\$84.00
Care & maintenance	\$56.00
TOTAL	\$140.00
Adult Burial	\$900.00
Saturday Charge Additional	\$365.00
Child (12& under)	\$200.00
Saturday Charge	\$365.00
Cremated Remains in plot	\$300.00
Saturday Charge	\$240.00
Inurnment in Niche	\$200.00
Saturday Charge	\$130.00
Scattering	\$100.00
Saturday Charge	\$240.00
Disinterment	\$900.00
Vault Storage	\$185.00
*Flat marker 173 in sq	\$100.00
*Flat marker 4'x4'	\$200.00
*Upright marker	\$400.00



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of June 28, 2021

From: Karren Wallace, Director of Legislative Services/Clerk

Subject: CLK 2021-018 Report Council meeting Schedule for 2022

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2021-018 being a report Council meeting schedule for 2022.

AND FURTHER THAT Council approves the Council meeting schedule for 2022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2020-017 being a report on an amended Council meeting schedule for 2020 and setting Council meeting dates for 2021.

CLK 2019-025 being report on Council meeting schedule for 2020

CLK 2018-010 being a report on Council meeting schedule for 2019

CLK 2017-035 being a report on Council meeting schedule for 2018

BACKGROUND

In order to facilitate planning and scheduling for Council, staff, press and members of the public, please find attached the proposed 2022 Council meeting dates. This is based on the premise that COVID restrictions will be lifted and we will return to in person meetings in the Council Chambers.

FINANCIAL CONSIDERATIONS

There is no financial implication in receiving this report or adopting the recommendation.

ATTACHMENTS

Schedule A-schedule of 2022 meetings

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

By setting the 2022 Council meeting in advance, it gives Council, staff, press and the public adequate time to plan their personal and corporate schedules.

Prepared By:	Karren Wallace, Director Legislative Services/Clerk	<i>Karren Wallace</i>
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Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>
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SCHEDULE "A"
2022 COUNCIL MEETING SCHEDULE
(Report CLK 2021-018)

CURRENT	TIME
Monday, January 10	2:00 PM
Monday, January 24	7:00 PM
Monday, February 7	2:00 PM
Tuesday, February 22	7:00 PM
Monday, March 7	2:00 PM
Monday, March 21	7:00 PM
Monday, April 11	2:00 PM
Monday, April 25	7:00 PM
Monday, May 9	2:00 PM
Tuesday, May 24	7:00 PM
Monday, June 6	2:00 PM
Monday, June 27	7:00 PM
Monday, July 11	2:00 PM
Monday, July 25	7:00 PM
Monday, August 15	2:00 PM
Monday, August 29	7:00 PM
Monday, September 12	2:00 PM
Monday, September 26	7:00 PM
TUESDAY, October 11	2:00 PM
Monday, November 7	2:00 PM
Monday, November 21	7:00 PM
Monday, December 5	2:00 PM
Monday December 19	7:00 PM

Rural Association of Ontario Conference (Jan 23-25th)
AMCTO Conference (June 12-15)
AMO (August 14-17th)
Municipal Election Day Monday October 24
Inaugural Meeting of Council Monday November 21



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of June 28th, 2021

From: Chanda Riggi, Human Resources Manager
Laura Rooney, Payroll Coordinator
Mandy Jones, Community Recreation Coordinator

Subject: REPORT HR 2021-001 Website Refresh

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information HR 2021-001 being a report on Website Refresh;

AND FURTHER THAT staff be directed to enter into a contract with Upanup Studios;

AND FURTHER THAT costs associated with the website refresh be funded from the Provincial Modernization, Efficiency Grant.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CAO 2019-001 – Provincial Modernization, Efficiency Grant

BACKGROUND

A key priority identified in the 2019 – 2022 Corporate Strategic plan is to create a user-friendly, interactive website. It further notes that technological systems and tools are to be frequently reviewed to keep pace with community needs while increasing transparency, accessibility and resident access and participation.

Our website is the primary point of resident access to Township updates, communications, information and services. Unfortunately, a quick review of our current website yields outdated information posted and a lack of conformity across pages. Furthermore, it is difficult to navigate and find information, non-compliant with accessibility requirements and the back-end software is challenging to use.

A website redesign and refresh were identified as a major project in 2021. The project team sought quotes from three vendors: OSiM Interactive, eSolutions Group and Upanup.

When meeting with the three website providers, the project team focused on the following features:

- Ease of use for township staff: Built-in accessibility checker, workflow options and permission settings. Opportunity for e-commerce and experience integrating other software solutions such as PerfectMind
- Overall end user experience: customer navigation through a responsive, accessible design

OSIM INTERACTIVE

OSiM Interactive is our current provider and proposed the lowest cost associated with the project at \$10,735.00 (excluding hosting and support). Although OSiM may be in a position to offer the required features in the future, the project team feels that the Township should pursue a provider that currently offers these services. As the Township does not have additional staff resources, it is an advantage to work with a provider that has the capability and resources to get our website to where we want it to be now, in the shortest time span possible. The project team considered the cost but ultimately decided to exclude OSiM from the process for these reasons.

ESOLUTIONS GROUP

eSolutions is an award-winning agency and has partnered with the Association of Municipalities Ontario (AMO) to provide AMO members cost effective website solutions that meets accessibility requirements and ensure that all members of the community can access information and online municipal services. The website redesign proposed by eSolutions for a templated site is as follows:

Template Design	\$20,400
Annual Hosting and Licensing Fees	\$8,900
YEAR 1 TOTAL	\$29,300

Features eSolutions offer are:

- Responsive design (mobile)
- WCAG 2.0 for AODA (Web Content Accessibility Guidelines)
- Experience integrating systems such as PerfectMind
- Alert banners
- Built-in accessibility checker
- Ability to update from mobile phone
- Workflow options and permission settings
- Scheduled webpage updates (additions and removal)
- Subscription options (webpage updates, media release, e-newsletters)
- E-commerce ability

- Form builder

UPANUP STUDIOS

Upanup is an award-winning digital agency that builds and supports easy-to-use, open-source web solutions for municipal governments across Canada. The website redesign proposed by Upanup for a custom site is as follows:

Custom Design	\$57,200
Annual Hosting Fees	\$2,400
YEAR 1 TOTAL	\$59,600

Features Upanup offer are:

- Responsive Design (mobile)
- WCAG 2.1 Level AA for AODA (Web Content Accessibility Guidelines)
- Experience integrating systems such as PerfectMind
- Alert banners
- Superior professionalism
- Built-in accessibility checker
- Ability to update from mobile phone
- Workflow options and permission settings
- FormBuilder
- Ecommerce experience
- Community consultation prior to website design is included

CONSIDERATIONS:

The Project Team has the following considerations:

- The workflow feature and permission settings will help to ensure the website remains consistent, current and accessible. The township should consider:
 - Identifying a staff member for the role of reviewer/approver.
 - Identifying a staff member in each department to update their department pages.
- The accessibility checker will not confirm that PDF documents are accessible. All PDF's should be made accessible prior to uploading to the website.
- Training will be required for individuals that update the website to ensure stylistic themes, font, page layout and design are consistent.
- Consideration should be given to performing a website refresh in 5 – 7 years time.

FINANCIAL CONSIDERATIONS

The amount required is not in the 2021 budget. It is requested that the Provincial Modernization, Efficiency Grant funds be utilized to cover the costs of the website refresh noted below.

After the initial outlay operating budgets will reflect the annual hosting fees.

Funds received Mar.29'19 - \$618,175

Current balance - \$482,000 (held in Capital Infrastructure Reinvestment Reserve Fund)

ESOLUTIONS VERSUS UPANUP

Although the eSolutions price is initially less expensive, we calculated the ongoing cost over the lifespan of a website (5-7 years) and have listed the cost projection below:

FIVE YEAR OUTLOOK	
eSolutions (Template Design)	Upanup (Custom Design)
\$20,400 (no ecommerce)	\$57,200 (no ecommerce)
\$8,900 – annual Hosting and Licensing Fee	\$2,400 – annual hosting
Year 1: \$29,300	Year 1: \$59,600
Year 2-5: \$35,600 (annual hosting/licensing)	Year 2-5: \$9,600 (annual hosting fees)
TOTAL: \$64,900	TOTAL: \$69,200
*support not included	*support not included
SEVEN YEAR OUTLOOK	
\$20,400 (no ecommerce)	\$57,200 (no ecommerce)
\$8,900 – Annual Hosting and Licensing Fee	\$2,400 – Annual Hosting
Year 1: \$29,300	Year 1: \$59,600
Year 2-7: \$53,400 (annual hosting/licensing)	Year 2-7: \$14,400 (annual hosting fees)
TOTAL: \$82,700	TOTAL: \$74,000
*support not included	*support not included

Therefore, the project team recommends moving forward with the Upanup custom design.

ATTACHMENTS

Schedule A – Upanup Studios Agreement

STRATEGIC PLAN 2019 – 2022

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

☒ Yes ☐ No ☐ N/A

Which priority does this report support?

- ☒ Modernization and Efficiency
- ☐ Partnerships
- ☐ Municipal Infrastructure
- ☐ Alignment and Integration

Prepared By:	Chanda Riggi, HR Manager	<i>Chanda Riggi</i>
	Laura Rooney, Payroll Coordinator	<i>Laura Rooney</i>
	Mandy Jones, Community Recreation Coordinator	<i>Mandy Jones</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

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

Website Redesign Agreement

The Township of Wellington North ("the Township") agrees to engage Upanup Studios Inc. ("Upanup") for the redesign of the [wellington-north.com](#) website. Below we have outlined the approach, process, timeline, phases, and pricing for this project. Please let us know if you have any questions.

Approach

We are excited to redesign the Township of Wellington North website to create a better user experience. The redesigned site will leverage the powerful Drupal CMS and ensure your new website is accessible and user-friendly (for staff and community members alike) with a beautiful, consistent design. This includes consultation to determine your unique goals and preferences and gives the Township a choice between custom designs our team creates for your community. The bespoke design from our award-winning creative team will set your community apart. Going forward, the Township fully owns your custom website.

Project Deliverables

Tasks & Deliverables	Fees
Phase 1: Discovery <ul style="list-style-type: none"> Introductory call – Facilitate phone call with primary project contacts from the Township and Upanup, establishing friendly, open communication, and discussing next steps. Project plan – Create and provide a project plan with timelines outlining the Discovery, Content, Design, Development, Beta and Launch phases. Research – Research and in-depth review of current website content, navigation, and structure, identifying trends, needs and opportunities for improvement. Community survey – Create a 5-10 question website survey for citizens' input (this helps engage your users and gives valuable UX insights), including one round of edits and high-level guidance to promote survey Discovery questionnaire – Prepare and deliver discovery questionnaire for the Township's key stakeholders, including questions about the design, content and functionality. Discovery meeting – Facilitate discovery meeting with key project stakeholders and decision makers from the Township (most likely via video conference). Creative & technical briefs – Compile findings from research, survey, and discovery meeting into a creative brief and a technical brief for the Township's review and feedback. Assets & access – Gain access to the existing site, and key assets such as logo, images and brand guidelines. 	\$8,800
Phase 2: Content <ul style="list-style-type: none"> Sitemap & content strategy – Assist the Township with a custom, best-practices sitemap and provide high-level content strategy. 	\$9,900

<ul style="list-style-type: none"> ○ Include advice on organizing content to be more user-friendly, such as changing linked PDFs to on-page content, and potentially adding, deleting, and editing content to provide clear, concise, and useful information to users. ● Migration – Programmatically migrate existing website content and data, where possible, using the new sitemap. <ul style="list-style-type: none"> ○ Create import sheets to pull in grouped content databases, where possible (best practice is to import two full calendar years of content). ○ Set up content administration so the Township staff can create, edit, and move content as desired. ○ Migrate existing site content (up to 60 pages and 100 files included). ● Content governance document – Provide content governance document, based on our expertise in developing and managing accessible government content (this will become part of your online website support guide). <ul style="list-style-type: none"> ○ Include best practices for document types, document categories, metadata, content workflow, and governance standards (e.g. image naming conventions). ● Content training – Facilitate a group training session for Township staff, including best practices for writing for the web. <ul style="list-style-type: none"> ○ Assist Township staff with creating best-practices content (we have allocated 10 hours for our content experts to write or edit content where it is most valuable for the Township). 	
<p>Phase 3: Design</p> <ul style="list-style-type: none"> ● Township website design – Design and present two designs for desktop views—including a home and internal page (such as index page), a few clickable features (like an expanded main menu), and footer. <ul style="list-style-type: none"> ○ Includes intuitive design, logical menus, consistency with website trends for ON municipalities and a prominent search function. ○ Present website designs using an online design site that enables the Township’s key stakeholders to easily view, interact, share (password-protected if desired), and comment directly on design. ○ Conduct up to two rounds of revisions to the selected website design based on the Township’s consolidated feedback. ● Finalize website design – Obtain website design approval. ● Design files – Package website design files including responsive design view for development phase. 	\$13,200
<p>Phase 4: Development</p> <ul style="list-style-type: none"> ● Build – Build the technical functionality in the Drupal CMS, facilitating easy editing by Township staff and using the direction from the project briefs, the approved design, and the migrated content. <ul style="list-style-type: none"> ○ Built with responsive design best practices. ○ Technical features incorporated for accessibility, such as ARIA labels, keyboard navigation, focus states, and markup order. ○ Implements content types from the technical brief like news, alerts, etc. ○ Integrates and/or links out to required third-party applications (e.g. PerfectMind, ATS). ○ Sets up staff workflow and user roles with different levels of site access for easy management. ● The website will include the following (unless the approved technical brief and/or design in earlier phases dictates otherwise): <ul style="list-style-type: none"> ○ Ability to fill out and submit forms online. ○ Ability to upload and download documents. ○ Ability to integrate video content and photos. ○ Ability to keep the public informed of upcoming meetings, public hearings, Township-organized events with a calendar feature. ○ Ability to subscribe to various distribution lists and updates through email. ○ Incorporation of social media. ○ Editable emergency notification banner and ability to post on all or specific pages. 	\$12,100

<ul style="list-style-type: none"> ○ Links to other Township/related sites. ○ Standardized page templates with flexible content layout and full editing capability. ● Design review – Once the site is built, Upanup’s design and strategy teams will review for quality control, fixing any errors and noting areas for improvement to discuss with the Township during the Beta phase. 	
<p>Phase 5: Beta</p> <ul style="list-style-type: none"> ● Beta delivery – Deliver full, working beta-stage version of the website. ● Website guide – Create and deliver custom website support guide, accessible online from the back-end of the website, to help with easy site management. ● Administrator training – Provide a group training session to Township website administrators. ● Beta bug rounds – Provide means to gather consolidated feedback and bug reports from the Township staff. <ul style="list-style-type: none"> ○ Receive and complete up to two rounds of bug fixes, making required changes and responding to requests. ● User acceptance tests (UAT) – Run user acceptance tests on a range of physical devices and on all modern browsers. ● Testing – Test integration and functionality. ● Host set up – Set up live host in preparation for launch (optional, please see hosting details below). 	\$8,800
<p>Phase 6: Launch</p> <ul style="list-style-type: none"> ● Launch – Provide launch schedule, complete final pre-launch checklists, and aid with adding any additional usernames. ● Components and licenses – Ensure that the Township has all the components, access, and licenses required. ● Stabilization – Two-week post-launch stabilization period to fix any technical errors, if needed. ● Analytics – Set up Google Analytics account with best practices (e.g. filtered views) and one high-level dashboard, to be emailed automatically to Township stakeholders if needed. ● Close out – Facilitate project close-out call. 	\$4,400
Total	\$57,200 + HST

Budget & Timeline Requirements

The total project budget associated is \$57,200 + HST. It has been broken down above by project phase. We have calculated the project budget based on the value provided to the Township and on our experience with similar projects. The fees are inclusive of associated project management, development, testing, writing, documentation, and rounds of revisions.

The above table outlines the project phases, and associated fees. This website redesign project is scheduled for approximately 27 weeks.

Timeline Extensions

After the project plan (a deliverable in Phase 1) has been mutually agreed upon, if the Township would like to extend the project up to an additional two weeks there will be no scope/budget implications; however, if the extensions requested by the Township exceed the above-mentioned weeks, there may be potential scope/budget implications which will be discussed and agreed with Upanup in writing (e.g., email or change request document) before proceeding.

Project Assumptions

For this project and timeline, the Township’s involvement is required in five of the six project phases:

Phase 1: Discovery

- Participate in introductory call (typically 1–2 people from the Township, 15–30 minutes long)
- Review and approve survey, promote to community and collect responses
- Participate in the discovery meeting (typically 5–10 people, 1.5–2 hours long)
- For the creative and technical briefs, provide feedback and approvals
- Provide files and logins (e.g., logo, images, brand guidelines)

Phase 2: Content

- Approve recommended sitemap
- Migrate any desired content beyond the scope included above
- Participate in training and write/revise website content as desired

Phase 3: Design

- Attend design presentation, select preferred design, provide up to two consolidated lists of feedback
- Approve selected design

Phase 5: Beta

- Participate in training and further revise website content as desired
- Review new site and provide up to two consolidated lists of any bugs discovered

Phase 6: Launch

- Approve launch schedule
- Provide up to two consolidated lists of any bugs discovered during stabilization
- Participate in project close-out call (typically 1–3 people, 30–45 minutes long)

Hosting & Security

Upanup provides secure, Canadian-based hosting services through one of the world's leading web hosting providers, Amazon Web Services (AWS) Lightsail. **With its data centre based in Montreal, our hosting solution ensures all data (including backups) is stored on servers in Canada and is compliant with FOIPPA.**

Upanup's hosting solution includes:

- ✓ Lightsail VPS container at AWS
- ✓ Linux-based software stack
- ✓ Access to 2-4 vCPUs and 4-16 GB of memory
- ✓ Unlimited traffic/bandwidth
- ✓ Static IP management for failover and incident recovery
- ✓ Ample high availability solid-state drive (SSD) storage
- ✓ Plesk (hosting control panel) software license and power panel license for configurations
- ✓ Optimized hosting tool, including Memcache to speed up memory caching
- ✓ Fail2Ban (blocks suspicious IPs) and ModSecurity (web application firewall) rules for banning/jailing of suspicious user activities

Security updates include a zero-downtime, safe-install procedure for Drupal core and Drupal modules to maintain robust site security.

An Upanup hosted solution will also include the following hosting management services:

- ✓ Daily snapshot backups to local server
- ✓ Nightly off-site backups to network in Canada
- ✓ All setup, maintenance, updates, and security patches for servers (including software and databases)
- ✓ Management of manual server scaling to handle traffic spikes
- ✓ Server-class hardware
- ✓ Firewall and security extension management
- ✓ Upgrades, disruptions, or change management
- ✓ Virtual container with other trusted Upanupmanaged websites
- ✓ Upanup is the technical contact for the host provider, and main contact for all parties for upgrades, disruptions or changes

Annual hosting is inclusive of Upanup's hosting management, as well as the third-party costs Upanup pays to the host provider (AWS).

Website hosting services for the Township's redesigned website will be billed quarterly for \$200/month.

Support

Your support hours are typically used for technical assistance, but we are happy to accommodate many types of website requests.

Generally, our support services include:

- **Maximum two-hour response time** for reactive help desk assistance and consultation via email or telephone (M–F 8:30am–8:00pm ET). ** In our original proposal, we had stated that our support hours were 10:30am–8:00pm ET, but we have since changed these hours to 8:30am–8:00pm ET.*
- **Immediate 24/7/365 emergency response**
- Priority response by our dedicated support team for design, content, and development requests
- Drupal updates with a zero-downtime, safe-install procedure for core and modules
- Bi-monthly multi-point site audit to maintain integrity of the website, including:
 - Scan for JavaScript errors, fix if required
 - Scan for broken links and images, proactively fix if required
 - Scan logs to flag any notable issues

- Accessibility check, highlighting content to update or edit
- Proactive recommendations to keep the website aligned with best practices

For the Township's redesigned website, we recommend a support package covering 3 hours/month. Website support services will be billed quarterly at \$300/month.

Disbursements/Third-Party Fees

When necessary, and pre-approved, Upanup adds a 15% administrative fee to any required disbursements (such as stock photography purchased for the website, to then be owned by the Township). These are rare. If any required third-party fees, like email subscription services, require additional ongoing fees, they will be presented to the Township for written approval and such costs are incurred by the Township.

Working with Upanup

Our values are very important to our work and our working relationships. They are as follows: integrity, friendliness, progress, efficiency, and quality. Based on our preliminary conversation with the Township, we believe these values align well with your goals and culture, and we look forward to the opportunity to work with you!

Sincerely,

Michelle Lea
Upanup Studios Inc.
C (519) 729-6070

By signing below, Upanup and Township of Wellington North agree to proceed with the quoted agreement as per the above.

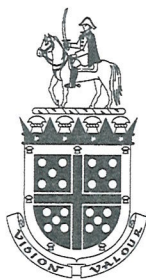
Total Fees Approved

Pricing is in Canadian currency.

- Website Redesign project: \$57,200 + HST
 - Annual Website Hosting & Security Services (starts after launch): \$2,400 + HST
 - Annual Website Support Services (starts after stabilization): \$3,600 + HST
- = \$63,200 + HST for the project and first year of services

Signature:		Signature:	
Name:	Michelle Lea	Name:	
Title:	Client Services Manager	Title:	
Company:	Upanup Studios Inc.	Company:	Township of Wellington North
Date:	June 11, 2021	Date:	

Note: Please sign and return to michellel@upanup.com or sign via DocuSign.



PLANNING AND DEVELOPMENT DEPARTMENT
 ALDO L. SALIS, BES, MSc, RPP, MCIP, DIRECTOR
 T 519.837.2600
 T 1.800.663.0750
 F 519.823.1694

COUNTY OF WELLINGTON

ADMINISTRATION CENTRE
 74 WOOLWICH STREET
 GUELPH ON N1H 3T9

June 17, 2021

Agencies and Persons Circulated

Dear Messrs. And Mesdames,

RE: County of Wellington Official Plan Review Consultation
County File No.: OP-2020-01

RECEIVED

JUN 21 2021

TWP. OF WELLINGTON NORTH

The County of Wellington is undertaking an Official Plan Review which includes a Municipal Comprehensive Review (MCR) and 5-year review.

In accordance with Section 26 of the Planning Act, we wish to provide your organization with an opportunity for input with respect to the revisions that may be required, prior to the County drafting and circulating proposed Official Plan Amendments. We are also seeking your input regarding a draft Phase 1 MCR Report covering urban structure and growth allocations.

Related staff reports, presentations and the draft Phase 1 MCR report are posted at the following web address: www.wellington.ca/planwell

If you wish to provide input on key topics or policy directions that should be considered through the Official Plan Review and/or the draft Phase 1 MCR Report, please provide comments by:

July 16, 2021

Also attached for your information is:

- Notice of an online and call-in Public Information Centre on Wednesday, June 23, 2021 at 6:30 pm to provide information about growth management work completed to date.
- Notice of an on-line and call-in Special Meeting of County Council on June 29, 2021 at 10:00 am to provide information on the process and provide an opportunity for public input on the types of changes to the County Official Plan that may be needed.

We expect to circulate a draft amendment(s) and hold consultation meetings later this year that will provide additional opportunities for more detailed comments.

If you wish to receive email notifications of future public consultation events and other matters related to the Official Plan Review, please send an e-mail request to planwell@wellington.ca.

If you require more information or have questions about the Official Plan Review please contact Sarah Wilhelm, Manager of Policy Planning at (519) 837-2600 x2130 or sarahw@wellington.ca.

Yours truly,

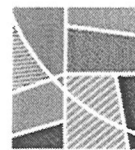
A handwritten signature in black ink, appearing to read 'A. Salis', with a long horizontal stroke extending to the right.

Aldo L. Salis, MCIP, RPP
Director of Planning and Development

Attach.



COUNTY OF WELLINGTON
NOTICE
Public Information Centre



PLANWELL

The County of Wellington is currently undertaking an Official Plan Review and will hold a Public Information Centre (PIC) to provide information about growth management work the County has completed to date. This includes information related to municipal growth forecast and allocations to 2051 and a preliminary urban structure for the County.

The public is invited to listen to a presentation and engage with County staff and consultants to provide feedback and ask questions. This meeting will be held on:

Wednesday, June 23rd, 2021 at 6:30 p.m.

Due to the COVID-19 pandemic, this meeting will be held virtually via the Zoom platform.

How to Participate

Register to Join the Meeting Online

Members of the public who wish to join the meeting online are required to register. Participants who join online will be able to view the presentation live and will have the opportunity to speak. For more information on how register please visit: www.wellington.ca/planwell

Call-In to the Meeting

Members of the public who would prefer to join the meeting by phone can call 1-647-374-4685 to listen and have the opportunity to speak. To access the meeting by phone, you will need to input the following meeting information when you call-in:

Webinar ID: 682 1210 3215

Passcode: 1320506437

This is a good option if you are aware that your internet connection can have a hard time connecting to online meetings. Please note that by joining by phone you will not be able to view the presentation live, however it will be posted at www.wellington.ca/planwell

Provide Written Comments

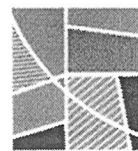
If you are unable to attend the meeting and would like to provide written comments, please send them to: Sarah Wilhelm, Manager of Policy Planning at planwell@wellington.ca or by regular mail at 74 Woolwich St. Guelph, ON N1H 3T9.

Additional Information

If you would like more information about the Official Plan Review project and upcoming meetings please visit www.wellington.ca/planwell . If you wish to receive email notifications of future public consultation events and other matters related to the Official Plan Review, please send an e-mail request to planwell@wellington.ca .



COUNTY OF WELLINGTON
NOTICE
SPECIAL MEETING OF COUNCIL



PLANWELL

Official Plan Review

The County is reviewing the maps and policies in the current Official Plan and will do a series of amendments to make sure that it is up to date. The Plan Well project includes a Municipal Comprehensive Review and a 5-year review. County staff have identified some of the key areas that will be reviewed, including but not limited to:

- Agricultural and Natural Heritage System Mapping and Policies
- Climate Change
- Complete and Healthy Communities
- Growth Management
- Housing
- Transportation
- Water

Members of the public are invited to join County Council and staff for a meeting on:

Tuesday, June 29th, 2021 at 10:00 a.m.

to learn more about the Official Plan review process and share your thoughts about the types of changes to the Official Plan that may be needed. Due to the COVID-19 pandemic, this meeting will be held virtually via the Zoom platform.

How to Participate

Register to Speak and/or View the Meeting

Members of the public who wish to speak at the meeting and/or view the meeting online are required to register with the Clerks Department before 4:00 pm on June 28 by contacting:

Nicole Cardow, Deputy Clerk at nicoleca@wellington.ca or 519.837.2600 x 2524

Instructions will be provided upon registration.

Call to Listen to the Meeting

Members of the public who do not wish to speak at the meeting but would like to listen by phone can call **1-855-703-8985** and input the following meeting information:

Webinar ID: 941 7552 6687

Passcode: 805820

Provide Written Comments

If you are unable to attend the meeting and would like to provide written comments please send them to:

Sarah Wilhelm, Manager of Policy Planning at planwell@wellington.ca or by regular mail at 74 Woolwich St. Guelph, ON N1H 3T9.

Additional Information about the Official Plan review project and upcoming meeting is available at www.wellington.ca/planwell. If you wish to receive notification of future public consultation events and other matters related to the Official Plan Review, please send an e-mail to planwell@wellington.ca requesting to be added to the project mailing list.

Dated at the City of Guelph this 6th day of May, 2021

Donna Bryce, Clerk
 County of Wellington



Summer 2021
2nd Quarter

The INFORMANT

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

CRIME AWARENESS

Human Trafficking In Wellington County or #HTinWC is a two-year awareness initiative supported by [Wellington County OPP](#), [Victim Services Wellington](#) and [Crime Stoppers Guelph Wellington](#).

This initiative is designed to increase awareness of Human Trafficking as well as Sexual Assault which is also far too prevalent in our communities. It is a multi-facet concept that ranges from social media to billboards, to community engagements to officer training. Funding for programming came from the Community Safety and Policing Grant in January 2021.

Learn more about what is happening in your community and how you can help.



FALL SHREDDING EVENTS

Mark your calendars and start saving your papers! CSGW in partnership with SKYJACK will hold their 3rd community shredding event together in **GUELPH** on **Saturday September 11th, 2021** from 9am-1pm. Please consult our website at www.csgw.tips closer to the date for exact location and further details.

A second event will be held in **MOUNT FOREST** for a 7th year at the WN Fire Services location on **Saturday October 2nd, 2021** from 9am-12noon.

Both events are run as a drive-thru operation with mobile shredding service on site provided by Wasteco. Please note only paper will be accepted for shredding. All Covid-19 regulations will be in place. We ask for a donation of \$5 per bankers box size.

Help prevent IDENTITY THEFT!

CSGW BOARD NEWS

Welcome to Alex Zantout from Guelph and Jessica MacDonald from Elora, our newest members to join the CSGW Board.

Leaving us is Mary Ann Randall, who we wish to thank for her contribution.



EDUCATION

CSGW offers free training throughout the year through in person presentations (when permitted) and online.

Topics presently being offered include:
Crime Stoppers 101; Student Crime Stoppers; Seniors Crime Stoppers: EPACT (Educate Parents and Children Together); Human Trafficking.

For more information contact:

info@csgw.tips

CSGW FACE MASKS

Crime Stoppers face masks are available for a donation of \$15 or more.

— while quantities last—



Visit our website for details:

www.csgw.tips — “News & Events”

PROGRAM STATISTICS

Since inception from 1988 through May 2021

Total # of Tips	22,289
Arrests	1,571
Charges Laid	4,402
Narcotics Seized.....	\$27,544,942
Property Recovered	\$10,352,001
Authorized Rewards	\$175,560

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 072-21

BEING A BY-LAW TO AMEND BY-LAW NUMBER 10-08, A BY-LAW TO REGULATE TRAFFIC IN THE TOWNSHIP OF WELLINGTON NORTH.

WHEREAS the Council of The Corporation of the Township of Wellington North deems it expedient to erect “Stop” Signs on Charles St West and East at the intersection of George Street (Hwy 6), and George St North and South of Charles St, former Village of Arthur now in the Township of Wellington North.

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

1. **THAT Schedule “A” Intersections Controlled by All Way Stop Signs - A-2 All Way Stop Signs** to By-law No. 10-08 be amended by adding the following:

Column 1	Column 2
FROM	AT INTERSECTION OF
Charles Street West	George Street (Highway 6)
Charles Street East	George Street (Highway 6)
George Street (north of)	Charles Street
George Street (south of)	Charles Street

2. **THAT** this by-law shall come into force and take effect from July 1, 2021 to October 1st, 2021, when a properly worded “**Stop**” sign has been erected.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 26TH DAY OF JUNE, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 073-21

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 2 of By-law 66-01 is amended by changing the zoning on lands described as Pt Park Lts 3-4 S/S Domville; Pt Park Lots 6 & 7 N/S Smith; RP 60R1199 Parts 3 & 4 RP 60R3022 Pt 2 and Crown Survey Pt Park Lot 8 N; Smith ST RP 61R10854 Part 2, municipally known as 321 Domville St., Arthur, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from:

- **Low Density Residential (R1C), Medium Density Residential R2, and High Density Residential (R3(H)) with a Holding Provision to Low Density Residential Exception (R1C-31.26(H)) with a Holding Provision, High Density Residential Exception (R3-31.29 (H)) with a Holding Provision, and Open Space (OS)**

2. THAT Section 31, Exception Zone 1 – Arthur Village, is amended except as amended by the inclusion of the following new exceptions:

31.26 Cachet Developments, Arthur	R1C-26 (H)	Notwithstanding any other provisions to the contrary, the following regulations shall apply: <div style="margin-left: 20px;"> i) Front Yard, Minimum 5.0 m (16.4 ft.) (Dwelling) </div> <div style="margin-left: 20px;"> ii) Front Yard, Minimum 6.0 m (19.7 ft.) (Garage) </div> <div style="margin-left: 20px;"> iii) Exterior Side Yard, Minimum 3.0 m (9.8 ft.) </div> <div style="margin-left: 20px;"> iv) Lot Coverage, Maximum 45% not including porches and decks </div>
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		<p>48% Including Porches and decks</p> <p>v) Minimum percentage of 30% required front yard to be maintained as a landscaped area</p> <p>vi) Minimum setback from 0.6 m (2.0 ft.) sight triangle</p> <p>vii) Minimum Garage Size 5.5 m x 6.0 m (18 ft x 19.7 ft)</p> <p><u>Holding (H) Provision</u> Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <ol style="list-style-type: none"> I. Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land. II. Stormwater management issues have been adequately addressed; III. A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township. IV. In regards to the lots adjacent to the unopened Adelaide St. extension (Lots 132 and 24 shown on the plan prepared by GSAI, dated June 4, 2021): that adequate street access and servicing is provided.
31.29 Cachet Developments, Arthur	R3-29 (H)	<p>Notwithstanding any other provisions to the contrary, the following regulations shall apply:</p> <p>i) Lot Area, Minimum 167 m² (1797.6 ft²)</p> <p>ii) Lot Frontage, Minimum 6.1 m (20.0 ft)</p>

		iii)	Lot Frontage, Minimum (Corner Lot)	9.0 m (29.5 ft)
		iv)	Front Yard, Minimum (Dwelling)	5.0 m (16.4 ft.)
		v)	Front Yard, Minimum (Garage)	6.0 m (19.7 ft.)
		vi)	Exterior Side Yard, Minimum	4.5 m (14.8 ft.)
		vii)	Interior Side Yard, Minimum (end units)	1.2 m (3.9 ft)
		viii)	Interior Side Yard, Minimum (interior units)	0 m (0.0 ft.)
		x)	Rear Yard, Minimum	6.7 m (22.0 ft.)
		xi)	Maximum number of attached units in a row	8
		xii)	Minimum percentage of required front yard to be maintained as a landscaped area	30%
		xiii)	Minimum setback from sight triangle	0.6 m (2.0 ft)
		<u>Holding (H) Provision</u>		
		Notwithstanding any other provisions of this By-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:		
		I.	Municipal water and sewage servicing including sufficient reserve capacity is or will be made available to the land.	
		II.	Stormwater management issues have been adequately addressed;	
		III.	A detailed engineering design has been approved and the necessary development agreement(s) have been entered into with the Township.	

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 28TH DAY OF JUNE 2021.

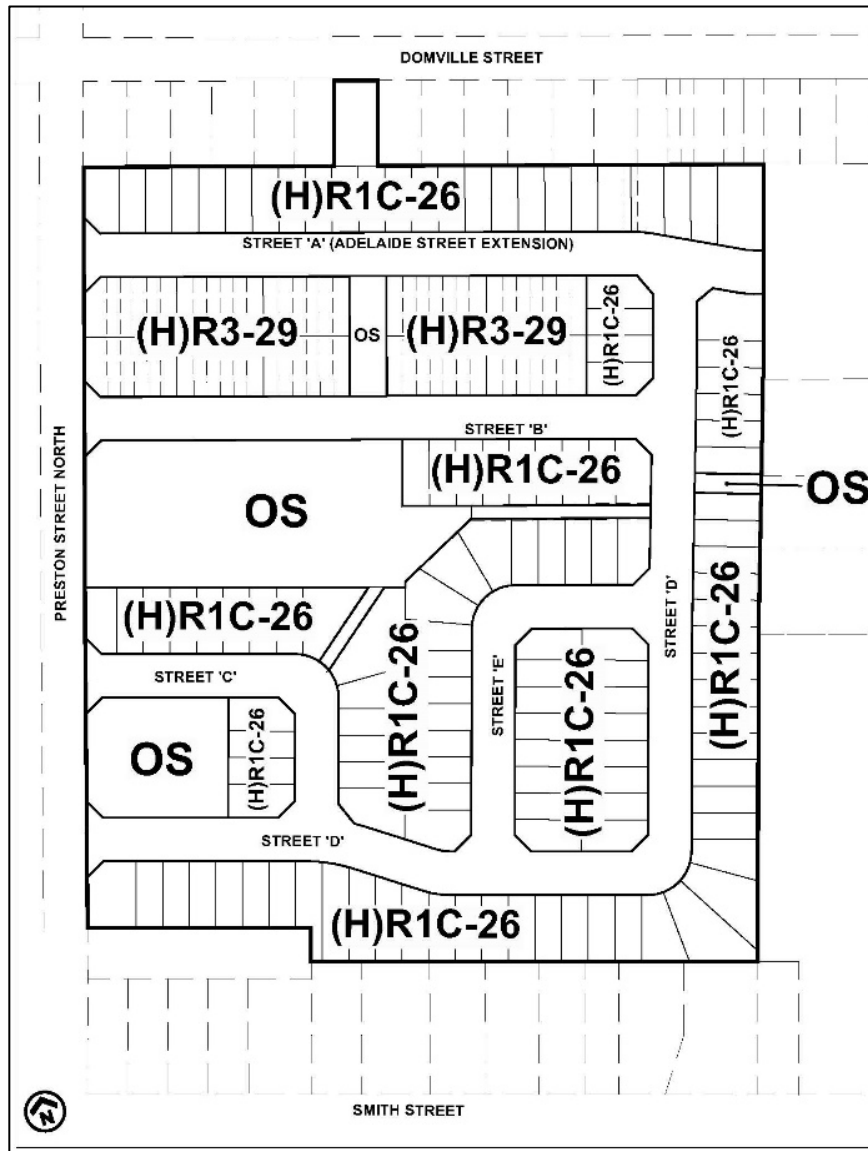
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 073-21

Schedule "A"



Passed this 28th day of June 2021.

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 073-21

THE LOCATION OF THE SUBJECT LANDS

The property subject to the proposed amendment is described as as Pt Park Lts 3-4 S/S Domville; Pt Park Lots 6 & 7 N/S Smith; RP 60R1199 Parts 3 & 4 RP 60R3022 Pt 2 and Crown Survey Pt Park Lot 8 N; Smith ST RP 61R10854 Part 2, municipally known as 321 Domville St., Arthur, Township of Wellington North. The property is approximately 11.08 hectares (27.38 acres) in size and is designated as Residential in the County of Wellington Official Plan.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Low Density Residential (R1C), Medium Density Residential R2, and High Density Residential (R3(H)) with a Holding Provision to Low Density Residential Exception (R1C-31.26(H)) with a Holding Provision, High Density Residential Exception (R3-31.29 (H)) with a Holding Provision, and Open Space (OS). Site specific regulations and a Hold Provision (H) also apply to the lands.

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

BY-LAW NUMBER 074-21

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON JUNE
28, 2021**

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 June 28, 2021 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 28TH DAY OF JUNE, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

Sidewalk Saturdays

DOWNTOWN MOUNT FOREST

From Hwy 89 & 6 to Birmingham St. will be CLOSED 7:30am-3:30pm
to provide safe physical distancing shopping

SHOP LOCAL CELEBRATION

**MASKS PLEASE.
HAND WASHING
STATIONS
AVAILABLE**

JULY 10TH & AUGUST 14TH

All Main Street
Businesses
will be opening
their stores for
**GIGANTIC
SIDEWALK
DISPLAYS AND
SALES**
8:30AM TO 3:00PM

**LOCAL ARTISANS,
COMMUNITY GROUPS**
along with the
*Wellington
North*
farmers' market
will also be setup
on Main Street

**LOCAL
ENTERTAINMENT,**
including
*88.7 FM
The River*
will be playing
throughout the
day at various
locations

Come out
Shop local
support local, and help
our community re-open

brought to you by

Mount Forest
Chamber
of COMMERCE

Mount Forest
BUSINESS IMPROVEMENT AREA

THE TOWNSHIP OF
WELLINGTON NORTH

DOWNTOWN
MOUNT FOREST
Shop local. Eat local.
Support local. Love local.

WA

All Public Health protocols in place at the time will be followed.

PROOF OF YOUR AD
for the July 1 issue.
6 columns x 8"

PLEASE REPLY WITH YOUR APPROVAL
AS SOON AS POSSIBLE.

Thank you,
Alicia Roza
Production Dept.