

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING –OCTOBER 12, 2021 AT 2:00 P.M.
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/84292241365>

Or join by phone:

Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)

Webinar ID: 842 9224 1365

**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the October 12, 2021 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the October 12, 2021 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- *Blue Grotto Global Investments Inc, Minor Variance*

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the October 12, 2021 Regular Meeting of Council at : .

DEPUTATION

- | | |
|---|-----|
| 1. Andrea Sinclair, MHBC Planning, Proposed Multiple Residential Development Revisions, 773 Princess Street, Mount Forest – Archcon Group Inc. | 001 |
| 2. Terry Martin, 781 Princess St., request that if the developer has not satisfied the concerns of the community regarding his development proposal that Council decline the zoning change and ask the developer to come up with a plan that fits into the neighbourhood. | 012 |
| 3. Penny Renken, 319 Jeremy’s Crescent, request Council to agree to an apartment building which is 1 storey that would ensure privacy, reduce traffic and reduce possibility of accidents between traffic and pedestrians. | 014 |
| 4. Gianni Accettola, 307 Jeremy’s Crescent | 016 |

APPOINTING BY-LAW

- a. By-law Number 096-21 being a by-law to appoint a Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer for the Corporation of the Township of Wellington North (Jackson) 018

Recommendation:

That By-law 096-21 be read a First, Second and Third time and enacted.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, September 27, 2021 019

Recommendation:

THAT the minutes of the Regular Meeting of Council held on September 27, 2021 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

1. Councillor McCabe, Notice of Motion September 27, 2021 Regular Council Meeting

Recommendation:

THAT Council revisit Resolution: 2021-247 that provides:

THAT the Council of the Corporation of the Township of Wellington North receive Xplornet correspondence dated July 12, 2021, regarding proposed 45 metre self-support tower at 7239 5th Line, Centre Wellington, Township of Wellington North;

AND FURTHER THAT Council direct staff to send a letter of objection to the Xplornet regarding the proposed 45 metre self-support tower at 7239 5th Line, Township of Wellington North as it may impact the operations of the York Soaring Club.

ITEMS FOR CONSIDERATION

1. PLANNING

- a. Planning Report prepared by Jessica Rahim, Senior Planner, County of Wellington, dated October 6, 2021, regarding 773 Princess Street, Mount Forest Zoning By-law Amendment 026

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Jessica Rahim, Senior Planner, County of Wellington, dated October 6, 2021, regarding 773 Princess Street, Mount Forest Zoning By-law Amendment.

- b. A. Langenhuizen, 786 Princess Street, correspondence dated September 15, 2021, regarding 773 Princess Street, Mount Forest 040

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from A. Langenhuizen, 786 Princess Street, dated September 15, 2021, regarding 773 Princess Street, Mount Forest.

- c. Michael Oberle, Environmental Planning Technician, Saugeen Valley Conservation Authority, correspondence dated October 1, 2021, regarding Proposed Zoning By-law Amendment ZBA 19-21, 773 Princess Street, Mount Forest 042

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Michael Oberle, Environmental Planning Technician, Saugeen Valley Conservation Authority, dated October 1, 2021, regarding Proposed Zoning By-law Amendment ZBA 19-21, 773 Princess Street, Mount Forest.

- d. Report DC 2021-023, Consent Application B77-21 Mary and Paul Bolen 044

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-023 being a report on Consent Application (Severance) B77-21 known as Part Lot 14, Concession 2 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B77-21 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 owner enter into an agreement apportioning future maintenance costs on the Lehman 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 driveway access can be provided to the retained lands to the satisfaction of the Township of Wellington North; and*
- 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 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.

- e. Report DC 2021-024, Consent Application B80-21 Luciano & Grazyna Modzynski 049

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive DC Report 2021-024 being a report on Consent Application (Severance) B80-21 known as Part Park Lot 2, East of Fergus St., Plan Town of Mount Forest in the town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B80-21 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 Owner satisfy the local municipality with respect to water and sanitary/storm sewer servicing; and*
- THAT driveway access can be provided to the severed and retained lands to the satisfaction of the Township of Wellington North.*

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.

- f. Report DC 2021-25, 2831468 Ontario Ltd., Site Plan Agreement, 245 Industrial Drive, Mount Forest 053

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-025 regarding the Final Approval of the 2831468 Ontario Ltd. Site Plan Agreement.

- g. Committee Report, Jameson Pickard, Senior Policy Planner and Sarah Wilhelm, Manager of Policy Planning, County of Wellington, regarding County Official Plan Review – Consultation and Engagement Overview 063

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Committee Report, Jameson Pickard, Senior Policy Planner and Sarah Wilhelm, Manager of Policy Planning, County of Wellington, regarding County Official Plan Review – Consultation and Engagement Overview.

2. MINUTES

- a. Grand River Conservation Authority, Summary of the General Membership Meeting – September 24, 2021 099

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority, Summary of the General Membership Meeting held on September 24, 2021.

- b. Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee 100
- September 21, 2021 100
 - September 27, 2021, Special Meeting 103

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee Meeting held on September 21, 2021 and the Special Meeting held on September 27, 2021.

- c. Mount Forest Aquatics Ad-Hoc Advisory Committee, September 20, 2021 104

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on September 20, 2021.

- d. Recreation, Parks and Leisure Committee, October 5, 2021 109

Recommendation:

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 October 5, 2021.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North direct the Recreation, Parks and Leisure Committee Chair to request to appear as a deputation at a future Council meeting of the Township of Southgate to request that Southgate Council consider a financial contribution to the new Mount Forest outdoor pool and aquatics facility, as well as promote awareness of the public engagement process that will be a part of the conceptual design for the project, as recommended by the Recreation, Parks and Leisure Committee.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North appoint Shelley Weber as a public member on the Mount Forest Aquatics Ad-Hoc Advisory Committee, as recommended by the Recreation, Parks and Leisure Committee.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve a budget of \$200,000 for concrete and equipment for the Arthur BMX/Skateboard Park, with possible additions as funds become available;

AND FURTHER THAT the Arthur Lions Club be authorized to proceed with installation of any required cement pad to meet the specifications of the successful BMX/Skateboard Park proponent and that the request for proposal/tender reflect that cement pad specification requirements be provided by the bidder with installation to be completed by others.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North appoint Jack Baker as a youth member on the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee, as recommended by the Recreation, Parks and Leisure Committee.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North award the Township's Request For Proposal 2021-008 for the concept design of a pool and aquatics facility to architects Tillmann Ruth Robinson Inc. at an upset limit of \$14,900 plus applicable taxes;

AND FURTHER THAT Council approve a contingency budget of \$5,000 plus applicable taxes for this project;

AND FURTHER THAT Council authorize the Director of Operations or their designate to sign any necessary agreements with the successful bidders to execute this project, as recommended by the Recreation, Parks and Leisure Committee.

Recommendation 1:

THAT the Council of the Corporation of the Township of Wellington North direct staff to sign the Arthur outdoor gym closed from November 1 to April 30 each year, as recommended by the Recreation, Parks and Leisure Committee

OR

Recommendation 2:

THAT the Council of the Corporation of the Township of Wellington North direct staff to draft an agreement with the Arthur BIA for the care, maintenance, and future replacement of the Arthur outdoor gym;

AND FURTHER THAT Council support that the operations team be responsible for the maintenance of the Arthur outdoor gym and that future major capital costs be split XX – XX between the Township and Arthur BIA;

AND FURTHER THAT Council direct staff to bring the resulting draft agreement back to a future meeting of Recreation, Parks and Leisure Committee.

3. ECONOMIC DEVELOPMENT

- a. Report EDO 2021-026 Grants & Donations Community Development Program

117

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Report EDO 2021-026 being a report on the Grants & Donations Community Development Program

AND FURTHER THAT Council, in recognition of the important role that not-for-profit organizations and community groups play in our municipality, approves the financial recommendations as contained in this report.

AND FURTHER THAT Council supports partnering with the Mount Forest Lawn Bowling Club and fulfilling the role as lead agency on a Covid 19 Community Response Fund application to the Centre Wellington Community Foundation.

- b. Report EDO 2021-027 Wellington North Farmers Market 122

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2021-027 being a report on the Wellington North Farmers Market.

4. FINANCE

- a. Vendor Cheque Register Report, October 1, 2021 128

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated October 1, 2021.

- b. Report TR2021-17 being a report on External Audit Services Contract Award 130

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2021-17 being a report on External Audit Services Contract Award;

AND FURTHER THAT council of the Township of Wellington North award Request for Proposal #36-21: External Audit Services to RLB LLP at a total upset price of \$78,000, excluding HST.

AND FURTHER THAT the Council of the Township of Wellington North authorize staff to extend this contract for up to two years beyond the 3-year term, based on performance.

5. OPERATIONS

- a. Report from CIMA+ regarding the Arthur Wastewater Treatment Plant Expansion Project: Contract 1, Quarterly Report Q3 2021 133

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Report from CIMA+ regarding the Arthur Wastewater Treatment Plant Expansion Project: Contract 1, Quarterly Report Q3 2021.

- b. Report OPS 2021-036 being a report to provide Council a financial update to the Arthur Wastewater Treatment Plant – Phase 1 Project 166

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-036 being a report to provide Council with a financial update to the Arthur Wastewater Treatment Plant – Phase 1 Project.

6. COUNCIL

- a. Ontario Volunteer Centre Network Thanksgiving Open Letter 169

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Ontario Volunteer Centre Network Thanksgiving Open Letter.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Recommendation:

THAT all items listed under Items For Consideration on the October 12, 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 083-21 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Part Park Lot 9, RP 61R7008, PT part 1 and known municipally as 773 Princess Street, Geographic Town of Mount Forest – Archcon Group Inc.) 170

- b. By-law Number 094-21 being a by-law to abandon a portion of the Smid Drain, Branch B in Lot 22 and Lot 23 Concession 6, formerly Arthur Township now in the Township of Wellington North 174
- c. By-law Number 095-21 being a by-law to abandon a portion of the Cardy Drain Branch B in the East Half Lot 27, Concession 5, West Garafraxa Geographical Township, now in the Township of Wellington North 177
- d. By-law Number 097-21 being a by-law to authorize a Fire Dispatch Services Agreement between The Corporation of the Township of Wellington North and The Corporation of the City of Guelph 180

Recommendation:

THAT By-law Number 083-21, 094-21, 095-21 and 097-21 be read a First, Second and Third time and enacted.

CONFIRMING BY-LAW

193

Recommendation:

THAT By-law Number 098-21 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 October 12, 2021 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of October 12, 2021 be adjourned at ___: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest Chamber of Commerce Directors Meeting via video conference	Tuesday, October 12, 2021	7:00 p.m.
Wellington North Cultural Roundtable via Council Chambers and video conference	Thursday, October 14, 2021	12:00 p.m.
Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee via video conference	Tuesday, October 19, 2021	7:00 p.m.
Saugeen Economic Development Corporation 35 th Anniversary and Annual General Meeting – Neustadt Community Centre	Wednesday, October 20, 2021	8:00 a.m. to 1:00 p.m.
Special Meeting of Council via video conference	Wednesday, October 20, 2021	2:00 p.m.
Arthur Business Improvement Association Directors Meeting and video conference	Wednesday, October 20, 2021	7:30 p.m.
Regular Meeting of Council via video conference	Monday, October 25, 2021	7:00 p.m.
Mount Forest Chamber of Commerce Annual General Meeting	Tuesday, October 26, 2021	7:00 p.m.
Arthur Chamber of Commerce Annual General Meeting and Community Award Announcement via video conference	Wednesday, October 27, 2021	10:00 a.m.
PIN Volunteer Engagement Webinar: Maximizing the Success of Volunteers	Wednesday, October 27, 2021	7:00 p.m.
Recreation, Parks and Leisure Committee	Tuesday, November 2, 2021	4:00 p.m.
Regular Council Meeting – via video conference	Monday, November 8, 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

Township of Wellington North Council Meeting

Proposed Multiple Residential Development

773 Princess Street, Mount Forest

October 12, 2021



PRIMARY PROJECT TEAM

Archcon Group Inc.



Reinders + Law

Glenn Reinders and Rodney Gay



MHBC Planning Ltd.

Andrea Sinclair and Gillian Smith

Technical Reports including a Planning Justification and Functional Servicing Brief have been prepared in support of the Zoning By-law Amendment

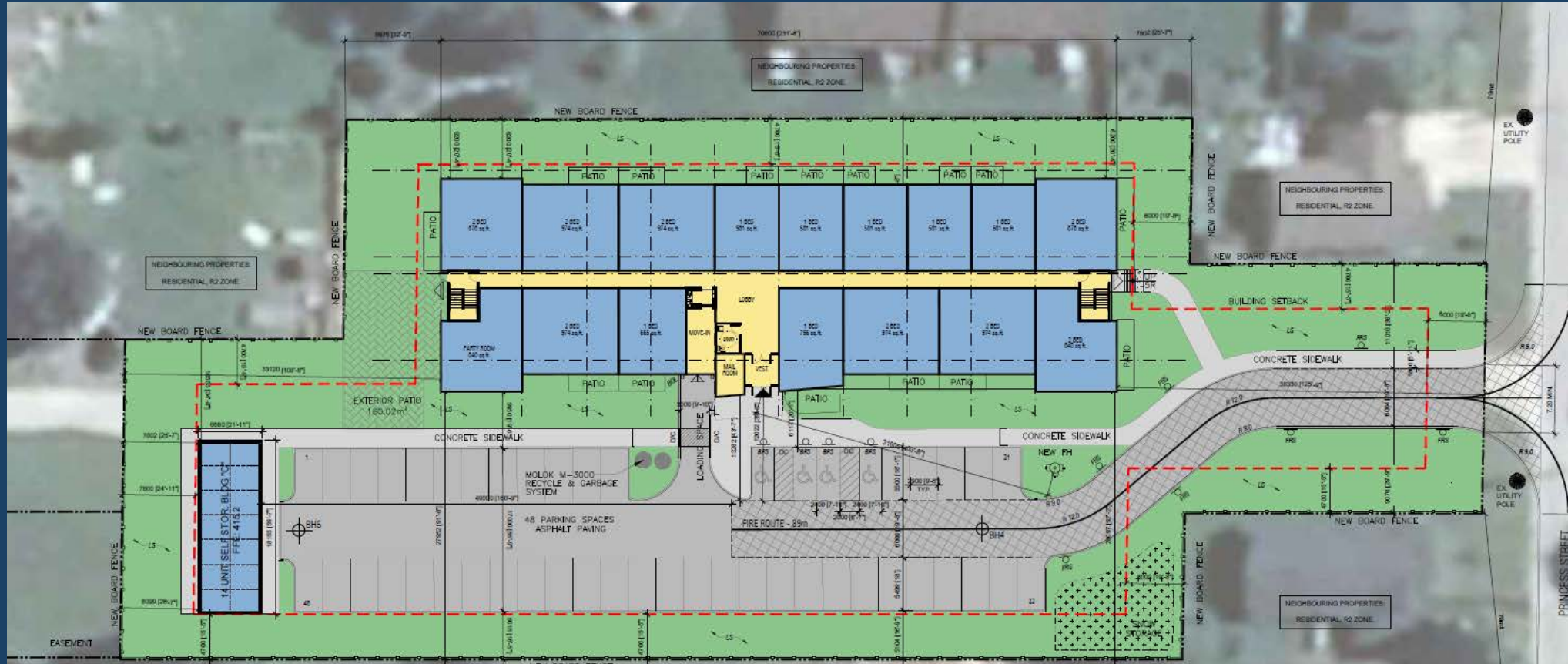
Location

773 Princess Street, Mount Forest



Site Plan Submitted with Zone Change Application ⁰⁰⁴

773 Princess Street, Mount Forest



Revised Site Plan with Landscaping⁰⁰⁵

773 Princess Street, Mount Forest



Setback Revisions⁰⁰⁶

773 Princess Street, Mount Forest



Increased setbacks:

- side yard setback to shared property line with properties on Jeremys Crescent is now 9.0m
- side yard setback to 771 Princess Street is 8.2m
- The required setback according to the Zoning By-law is 4.7m

Landscaping Revisions

773 Princess Street, Mount Forest



Increased Landscaping:

- Increased plantings have been included between the building and existing residential lots
- Coniferous trees will provide year round screening/privacy and have been strategically located in front of balconies

Height Revisions

773 Princess Street, Mount Forest



Grading:

- The existing grade will be lowered by 600 mm
- Building height will remain at 2 storeys

Revised Zoning to Address Height and Density Concerns

- The current zoning of the site is the *Medium Density Residential Zone* (R2). The maximum height for the R2 zone is **10.5 metres**. The proposed zoning is the *High Density Residential Zone* (R3), which permits a height of **12.0 metres**.
- The proposal is consistent with the R2 height requirements. A two storey building can be built under the current zoning.
- The revised zoning by-law amendment includes site specific regulations that would restrict the proposed building height to 10.5 metres, which is consistent with the existing R2 zone.
- An additional regulation is proposed which would limit density to the 32 units that are proposed.

In Conclusion

- We have revised the Site Plan to address concerns raised at the August 23, 2021 meeting.
- These revisions include increased setbacks to abutting residential lot lines, increased landscaping, new fencing around the development, and a lowering of the existing grades. The Site Plan will be further reviewed by the Township through the detailed site plan approval process.
- We are recommending site specific regulations in order to restrict the building height to the existing R2 zoning regulations and the density to 32 units.

Questions?





WELLINGTON NORTH
SEMPER PORRO


DEPUTATION REQUEST FORM

For all deputation requests, please complete this form and submit no later than 12:00 noon on the Tuesday preceding the 2:00pm Council Meeting, 12:00 noon on Wednesday preceding the 7:00pm Council Meeting, or five business days in advance of a Committee Meeting.

Name of Deputation(s)	Terry Martin		
Attending as an Individual	<input checked="" type="checkbox"/>	Representing a Group/Business/Organization	<input type="checkbox"/>
Name of Group/Business/Organization:			
Address:	781 Princess St		
Email:		Phone:	
Meeting Type:	Council <input checked="" type="checkbox"/>	Committee (Includes Ad Hoc) <input type="checkbox"/>	Meeting Date: 10/04/2021
SUBJECT MATTER:	Zoning by-law Amendment for 773 Princess St		
Provide Description:	<p>I would like to participate in the zoom meeting that will be dealing with the zoning amendment from an R2 Zone to an R3 Zone at 773 Princess St. for the construction of a 32 unit 2 story apartment building. I will be directly impacted by this decision, and I would like to respond to any changes that have been made by the developer since the last public meeting on August 23, 2021 where there were many concerns raised by the community</p>		
Recommendation/Request of Council:	(What action would you like the Township of Wellington North to take with respect to your matter)		
	<p>If the developer has not satisfied the concerns of the community regarding his development proposal, we would ask council to decline the zoning change and ask the developer to come up with a plan that fits into this neighborhood.</p>		

Estimated Municipal Financial Impact:	CAPITAL \$	ANNUAL OPERATING \$
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Other Details:

Signature:  Date: October 4, 2021
Electronic Signature Accepted

Please submit to:

Karren Wallace, Director Legislative Services/Clerk

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

Email kwallace@wellington-north.com | Phone 519-848-3620 Ext 4227 | Fax 519-848-3228

All deputation form requests and submissions and information therein will be circulated publicly on the Council or Committee Agenda. Electronic presentations not circulated via email in advance of the meeting cannot be presented on Wellington North electronic equipment via USB keys. A deputation is limited to a maximum of ten (10) minutes unless an extension of no more than a further five (5) minutes is approved by resolution of Council. The number of deputations will be limited to three (3) at any meeting of Council. **Council or Committee, may in their discretion, refuse to hear any deputation.**

Notice of Collection/Use/Disclosure: All information submitted in support of meetings of Council/Committee/Planning deliberations/ is collected in accordance with the Municipal Act, 2001, s. 8 and 239 (1) and may be used in deliberations, and disclosed in full, including email, telephone numbers, names and addresses on agendas and to persons requesting access to records of Council/Committee/Planning Committee. All information submitted to the municipality is subject o disclosure under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's office (519) 848-3620.



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Name of Deputation(s)	Penny Renken		
Attending as an Individual	<input checked="" type="checkbox"/>	Representing a Group/Business/Organization	<input type="checkbox"/>
Name of Group/Business/Organization:			


Address:	319 Jeremy's Crescent		
Email:		Phone:	

Meeting Type:	Council <input checked="" type="checkbox"/>	Committee (Includes Ad Hoc) <input type="checkbox"/>	Meeting Date:	10/04/2021
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SUBJECT MATTER:	Zoning Bylaw Amendment for 733 Princess Street
Provide Description:	To be given the opportunity to speak on behalf of residents concerned with the building of a 2-storey, 32 unit, apartment building at the above address. We believe that this proposal will not enhance the neighbourhood, will deny current residents their privacy, and will devalue their properties.

Recommendation/Request of Council:
(What action would you like the Township of Wellington North to take with respect to your matter)
To listen to the speakers. To agree to an apartment building which is 1 storey which would ensure privacy, reduce the traffic which would definitely occur from 32 units, and would reduce possibilities of any accidents between traffic and pedestrians that may occur. <i>may</i>

Estimated Municipal Financial Impact:	CAPITAL \$	ANNUAL OPERATING \$
Other Details:		

Signature:  Date: 04 October 2021
 Electronic Signature Accepted

Please submit to:

Karren Wallace, Director Legislative Services/Clerk

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

Email kwallace@wellington-north.com | Phone 519-848-3620 Ext 4227 | Fax 519-848-3228

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WELLINGTON NORTH

SEMPER PORRO

DEPUTATION REQUEST FORM

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Name of Deputation(s)	Gianni Accettola		
Attending as an Individual	<input checked="" type="checkbox"/>	Representing a Group/Business/Organization	<input type="checkbox"/>
Name of Group/Business/Organization:			
Address:	307 Jeremys Cres, Mount Forest		
Email:		Phone:	
Meeting Type:	Council <input checked="" type="checkbox"/>	Committee (Includes Ad Hoc) <input type="checkbox"/>	Meeting Date: Oct 12, 2021
SUBJECT MATTER:			
Provide Description:	<p>For permission to speak at Oct 12, 2021 council meeting regarding issues for Zoning bylaw amendment 19/21 Archcon Group (773 Princess Street)</p>		
Recommendation/Request of Council:			
(What action would you like the Township of Wellington North to take with respect to your matter)			

Estimated Municipal Financial Impact:	CAPITAL \$	ANNUAL OPERATING \$
Other Details:		

Signature: Gianni Accettola Date: Oct 4, 2021
 Electronic Signature Accepted

Please submit to:

Karren Wallace, Director Legislative Services/Clerk
 7490 Sideroad 7 W PO Box 125, Kenilworth ON N0G 2E0
 Email kwallace@wellington-north.com | Phone 519-848-3620 Ext 4227 | Fax 519-848-3228

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

BY-LAW NUMBER 096-21

BEING A BY-LAW TO APPOINT A BUILDING INSPECTOR/BY-LAW ENFORCEMENT OFFICER/PROPERTY STANDARDS OFFICER/PEACE OFFICER FOR THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS pursuant to Section 3 of the Building Code Act, 1992, S.O.1992, Chapter 23; as amended, the Council of a municipality may appoint inspectors for the purposes of enforcing the act;

AND WHEREAS it is deemed expedient to appoint a Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer.

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

1. **THAT** Natalie Jackson is hereby appointed as Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer for the Township of Wellington North, the position to be known as Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer.

2. **AND FURTHER THAT** Natalie Jackson shall hold office during the pleasure of the Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or By-laws are or may be conferred or imposed upon the Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer and other duties that may be imposed by Council.

3. FORCE AND EFFECT

This By-law shall take effect and become in full force and effect upon its passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 27, 2021 AT 7:00 P.M.
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=SMxuCQHGJMY>**

Members Present:

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

Staff Present:

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

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2021-303

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Agenda for the September 27, 2021 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

COUNTY COUNCIL UPDATE

Andrew Lennox, Mayor

Mayor Lennox provided an update on County road construction projects:

- Wellington Road 109 bridge projects - one near Harriston, one near Concession 11 and one at Sideroad 15 are now completed.
- Wellington Road 109 between Teviotdale and Arthur recently had a new treatment called micro surfacing to extend the life of the pavement, fill cracks and creates a smooth surface to facilitate drainage.
- Roads Master Action Plan pertaining to roads in Wellington North area
 - Wellington Road 6 in Mount Forest was looked at as a speed corridor as there were a number of resident complaints and there are recommendations to modify some speed limits. This item is slated for further review.

- Future realignment at the intersection of Wellington Road 109 and Wellington Road 16 to help improve the geometry of it and improve safety.
- The Environmental Assessment process on Wellington Road 109 regarding the four bridges east of Arthur has been completed. The recommended solution through the process is to replace the bridges but the process continues to finish the EA and work will be done regarding how to manage traffic. There will be opportunity for public input regarding traffic management.

PRESENTATIONS

1. Congratulatory Certificate to Arthur Fall Fair Ambassador
 - Emma Smyth

Mayor Lennox congratulated Emma Smyth on her being named Arthur Fall Fair Ambassador and had previously presented her with a congratulatory certificate. The Mayor thanked her for being an ambassador for the Fall Fair and our communities.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, September 13, 2021

RESOLUTION: 2021-304

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on September 13, 2021 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

1d, 1e, 2a, 3a, 4b, 4c, 5b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2021-305

Moved: Councillor Hern

Seconded: Councillor Yake

THAT all items listed under Items For Consideration on the September 27, 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 Safe Communities Wellington County Leadership Table Meeting held on June 16, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Directors Meeting held on September 8, 2021 and the Financial Report – January through August 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 September 7, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated September 15, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-031 being a report on the Township's 2021 wastewater reserve capacity;

AND FURTHER THAT Council review and adopt the 2021 Reserve Capacity Calculations for Arthur and Mount Forest as prepared by Triton Engineering Services Limited dated April 8, 2021;

AND FURTHER THAT Council direct staff to submit Resolution 2021-124, copies of the reports prepared by Triton Engineering Services Limited, and the resolution from this report to the Ministry of the Environment, Conservation & Parks.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2021-306

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting held on August 24, 2021.

CARRIED

RESOLUTION: 2021-307

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on September 17, 2021.

CARRIED

RESOLUTION: 2021-308

Moved: Councillor McCabe

Seconded: Councillor Yake

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 September 22, 2021, regarding Interim Control By-law – Cannabis.

AND FURTHER THAT the Mayor and Clerk be authorized to execute By-law number 092-21 being an interim control by-law to prohibit the use of land, buildings and structures for cannabis production related uses.

CARRIED

RESOLUTION: 2021-309

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021-025 Rural Economic Development (RED) Grant Application;

AND FURTHER THAT Council supports the Mount Forest Streetscaping Program application being submitted in partnership with the Mount Forest BIA.

CARRIED

RESOLUTION: 2021-310

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2021-15 being a report on the proposed 2022 budget schedule;

AND FURTHER THAT council endorse the schedule proposed by staff as follows:

- September 3 - Budget templates circulated to Senior Management Team*
- October 1 or earlier – Budget inputs provided to finance team for consolidation*
- October 15 or earlier - Budget Discussions between Senior Management Team Members and Director of Finance*
- October 29 - Consolidated Budget Draft prepared for Senior Management review*
- November 22 - Staff presents proposed budget to Council*
- December 13 - Staff / Council presents revised budget to Public for Comment*
- January 10, 2022 - Staff / Council presents revised budget based with Public Consultation (if required), and 2022 Budget By-law passed.*

CARRIED

RESOLUTION: 2021-311

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2021-16 being an update report on the Safe Restart / Covid-19 Recovery funds;

AND FURTHER THAT council direct staff to utilize the Covid-19 Recovery funds to support the Senior Centre for Excellence to a maximum amount of \$10,000.

CARRIED

RESOLUTION: 2021-312

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-035 being a report on the award of an emergency generator for the Mount Forest & District Sports Complex;

AND FURTHER THAT Council award the Township's request for proposal 2021-009 to Wagler Electric at an upset limit of \$127,800 plus applicable taxes;

AND FURTHER THAT Council authorize the Director of Operations or their designate to sign any necessary agreements with the successful bidders to execute this project.

CARRIED

NOTICE OF MOTION

Councillor McCabe requested that the following motion be brought to the October 12, 2021 Regular Council Meeting.

“THAT Council revisit Resolution: 2021-247 that provides:

THAT the Council of the Corporation of the Township of Wellington North receive XplorNet correspondence dated July 12, 2021, regarding proposed 45 metre self-support tower at 7239 5th Line, Centre Wellington, Township of Wellington North;

AND FURTHER THAT Council direct staff to send a letter of objection to the XplorNet regarding the proposed 45 metre self-support tower at 7239 5th Line, Township of Wellington North as it may impact the operations of the York Soaring Club.”

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):

- The River 88.7 will be hosting The River Classic Day of Golf on September 29. The Aquatics Committee will be there selling their promotional products.

Councillor Hern (Ward 3):

- Arthur Chamber of Commerce community awards nominations are open.
- Arthur Chamber of Commerce announced that Jacklyn Winter has resigned as Chamber Administrator.

Councillor McCabe (Ward 4):

- Wellington North received 3rd place at the Metz Pumpkin Fest held on Saturday, September 25.
- Thank you to Council and staff for providing the lunch for volunteers on Friday.

Mayor Lennox:

- Thanked Council and staff for their part in the volunteer recognition lunch.

BY-LAWS

- a. By-law Number 090-21 being a by-law to authorize the execution of a Transfer Payment Agreement between Her Majesty The Queen In Right Of Ontario as represented by the Minister of Infrastructure and The Corporation of the Township of Wellington North. (Investing in Canada Infrastructure Program (ICIP): COVID-19 Resilience Infrastructure Stream – Local Government Intake Stream Projects)
- b. By-law Number 091-21 being a by-law to amend By-law Number 5000-05, a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North.
- c. By-law Number 092-21 being an Interim Control By-law to prohibit the use of land, buildings and structures for cannabis production related uses on any and all lands located within the Township of Wellington North.

RESOLUTION: 2021-313

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT By-law Number 090-21, 091-21 and 092-21 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT

- Celebrating the Rothwell Family Farm & Apple Orchard

The adage “An apple a day keeps the doctor away” originated in Wales in 1866 but the wording was actually “Eat an apple on going to bed and you’ll keep the doctor from earning his bread”. The current wording reappeared in 1913 and if you want to try this theory, a great place to visit is Rothwell Family Farm & Apple Orchard on Sideroad 7, west of Kenilworth.

This 200-acre family farm has 6 acres planted in apples. They began in 1976 and now have 13 varieties including: Courtland, Empire, Paula-red, McIntosh, Gala, Ambrosia, Spy, Honeycrisp, Jonagold, Russet, Tolman Sweet, Spartan, and 1 Wealthy tree. They have had as many as 1400 trees but care for approximately 800 now.

Growing trees requires a large investment as it may take 3 to 9 years for one to mature and produce fruit. A determining factor is the variety that is being grown and the yield per acre again depends on several factors. One is weather, and another how close the trees are planted, generally 1 to 2 feet apart. Apple trees can produce between 200 to 2,000 bushels per acre however the provincial average is 400. In 2012, the heat wave was so severe that only 1 percent of the potential yield was produced.

The lifespan of an apple tree depends on the variety. Some trees on the farm are 45 years old and will still continue to produce for many decades if they are carefully pruned. Spraying ensures that the apples are of high quality. The Rothwells also produce Apple Cider and Apple Butter and sell local honey.

The apples are kept in cold storage so that they may be sold locally into the winter. An Ida-red apple improves while in storage. It becomes more succulent and milder by February. On the other hand, a McIntosh doesn’t store well and will become soft over time. An Ambrosia is another variety that will keep well for an extended period.

Terry Rothwell advises that certain apples have special uses. For baking pies, Wealthy, which is an old variety, is the best. For making applesauce, he prefers Paula-reds. To just munch, either a Courtland, Ambrosia, or Gala are really good. Courtland apples are a favourite in Waldorf Salads at fancy restaurants. Pies that are made in October from fresh apples and then frozen, have a better flavour than pies that are made later in the year from apples that have been taken out of storage.

Whatever your choice, biting into an apple tingles the taste buds.

Submitted with permission, by Penny Renken, Wellington North Cultural Roundtable

CONFIRMING BY-LAW

RESOLUTION: 2021-314

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 093-21 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 September 27, 2021 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2021-315

Moved: Councillor McCabe

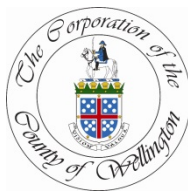
Seconded: Councillor Yake

THAT the Regular Council meeting of September 27, 2021 be adjourned at 8:13 p.m.

CARRIED

CLERK

MAYOR



PLANNING REPORT

for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development Department

DATE: October 6th, 2021
TO: Mike Givens, C.A.O.
 Township of Wellington North
FROM: Jessica Rahim, Senior Planner
 County of Wellington
SUBJECT: **773 Princess Street, Mount Forest**
Zoning By-law Amendment

SUMMARY

The purpose of this report is to provide the Township with recommendations regarding the above-noted application to permit the construction of a 32-unit two storey apartment building.

Following the public meeting held on August 23, 2021, the applicant has submitted a revised site plan and a letter to address the comments and concerns of the neighbouring property owners. The revised site plan includes increased setbacks and upgraded landscaping and buffering along the boundary of the site. Specific responses have been provided to the concerns raised at the public meeting. Planning Staff have reviewed the revised site plan and response letter and have considered the public comments that have been received.

Planning Staff are of the opinion that the zoning by-law amendment to permit an apartment building on the property is consistent with Provincial Policy and conforms with the County of Wellington Official Plan.

Planning Staff note that site plan approval will be required for the proposed development which will finalize details relating to landscaping, buffering, fencing, snow storage etc. and address compatibility of the building with the adjacent properties. Planning Staff have also prepared a draft zoning by-law amendment for Council's consideration which establishes increased minimum sideyard setbacks, a reduced maximum building height, and a maximum number of units on the site. These site specific provision further serve to address compatibility of the apartment building with adjacent properties. A copy of the draft by-law is attached as **Schedule 2** to this report.

LOCATION

The property subject to the proposed amendment is described as Part Park Lot 9, RP 61R7008, PT part 1 and known Municipally as 773 Princess Street, Geographic Town of Mount Forest. The subject property is 0.64 ha (1.6 ac) in size and is currently vacant. The location of the property is shown on Figure 1.

REVISED SUBMISSION

The purpose of this zoning amendment is to rezone the subject lands from Medium Density Residential (R2) to High Density Residential (R3) to permit the construction of a 32-unit two storey apartment building (See Figure 2).



Figure 1: Airphoto of subject lands (Source: County of Wellington, 2015)

Following the public meeting the applicant submitted a revised site plan which shows the following:

- Increased the proposed east side yard setback of the building from the proposed 6.2 m (20.3 ft) to 9.0 m (29.5 ft)
- Increased the proposed building setback from the adjacent property (771 Princess St.) from 6.2 m (20.3 ft) to 8.21 m (27 ft)
- Included a preliminary landscape plan for the site

A copy of the revised plan is provided below:

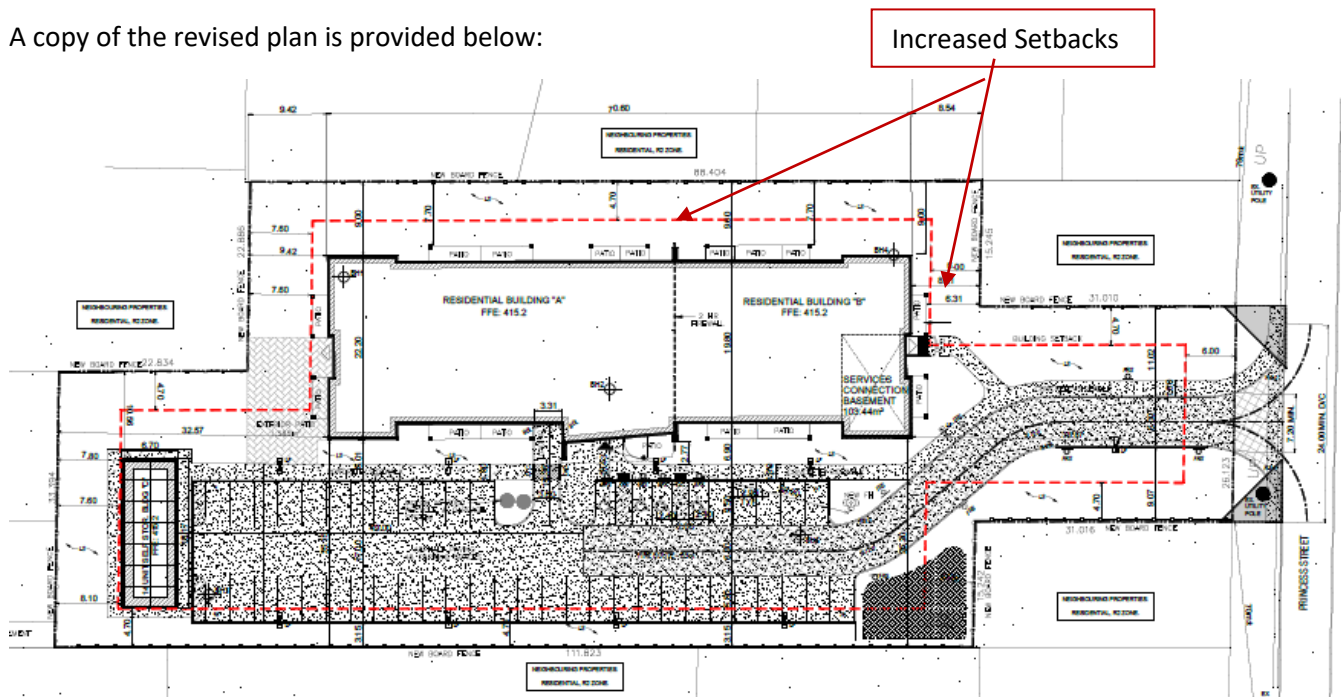


Figure 2: Revised Site Plan

A larger version of the plan is also provided in **Schedule 1** to this report.

PUBLIC MEETING COMMENTS

A public meeting was held on August 23, 2021. 8 neighbouring property owners/residents spoke at the public meeting. Written comments have also been received from the public and are available for review in the file. The concerns raised by the public relate to:

- Compatibility of the apartment building with neighbouring properties
- Concerns that the density is too high for the neighbourhood
- Setbacks and building height
- Lack of snow storage and parking problems
- Drainage and stormwater management impacts to adjacent properties
- Increased traffic on local streets
- Lack of sidewalks on adjacent streets

The applicant has indicated that they have considered and responded to these concerns through the revised site plan, landscape plan and with the submitted response letter. A copy of the response letter and revised plans are attached as **Schedule 1** to this report.

AGENCY COMMENTS

The application was circulated to commenting agencies in accordance with the Planning Act. No objections or concerns were received.

SITE PLAN APPROVAL

The development of an apartment building is subject to site plan approval in the Township. Site Plan Approval would be required prior to the issuance of a building permit for the project. Planning Staff note that the site plan application will provide the opportunity for a more detailed review of the design of the site. Such matters as landscaping, buffering, fencing, drainage, grading, snow storage, parking, the provision of sidewalks etc. will be reviewed in greater detail. The site plan process provides the mechanism to implement landscaping, buffering, and other site works which will consider and address compatibility of the development with neighbouring properties.

A preliminary landscape plan has been submitted in support of the application, and Planning Staff note that there appears to be an opportunity to provide additional tree planting along the boundaries of the property to provide additional buffering between the uses. This would be reviewed in further detail as part of the site plan review.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment has been prepared for public review and Council's consideration, and is attached to this report as **Schedule 2**.

The proposed amendment rezones the property from R2 to R3. A comparison of the dwelling types permitted in each zone is provided below for information:

R2 Zone – Permitted Dwelling Types	R3 Zone – Permitted Dwelling Types
Single Detached Dwelling Semi Detached Dwelling Duplex Dwelling Triplex Dwelling Fourplex Dwelling Three of Four Unit Street Townhouse	Street Townhouses Cluster/Block Townhouses Apartments

Planning Staff have proposed site specific provisions to addresses compatibility of the proposed apartment building on the site with neighbouring properties. The proposed site specific provisions are listed below:

	R2 Zone (All Permitted Uses)	R3 Zone (Apartments)	Proposed Site Specific By-law (Apartments)
Max Height Requirement	10.5 m (34.5 ft)	12 m (39.5 ft)	10.5 m (34.5 ft) Two Storey Maximum
Min Interior Side Yard Requirement	1.2 m (3.9 ft)	3 m minimum or (½) half the building height (in this case 4.7 m (15.4 ft) based on proposed building height)	7.6 m (25 ft)
Maximum Number of Units	Not specified	Not Specified	32

With the introduction of the revised site specific provision the proposed apartment building would be located at least 7.6 m from the side and rear lot lines. The other R3 Zone standards are proposed to apply to the property unchanged (as existing in the By-law).

PLANNING OPINION

Planning Staff provided a detailed report to Council on August 23, 2021, which included a policy review of the application.

In our opinion, the proposed 32-unit two storey apartment building is consistent with the Provincial Policy including the PPS and the Growth Plan (A Place to Grow). The introduction of medium density residential development is consistent with the Wellington North Community Growth Plan, and with the policies of the County Official Plan which support residential redevelopment and intensification that is compatible with existing neighbourhoods.

Respectfully submitted,

County of Wellington Planning and Development Department



Jessica Rahim, Senior Planner

Schedule 1 – Response Letter and Revised Site Plans



KITCHENER
WOODBRIDGE
LONDON
KINGSTON
BARRIE
BURLINGTON

September 21, 2021

Jessica Rahim, Senior Planner
Planning
74 Woolwich Street
Administration Centre, Third Floor
Guelph, ON N1H 3T9

Dear Ms. Rahim:

**RE: Zoning By-law Amendment Application No: ZBA 19/21 / Archcon Group Inc.
773 Princess Street, Mt. Forest/ Revised Concept Plan and Response to Public Comments
OUR FILE 21229A**

We are writing as a follow up to the written comments received through the circulation of application ZBA 19/21 as well as oral comments provided during the August 23, 2021 Public Meeting. The following provides a brief overview of how we have responded to various issues raised by the public:

Area of Concern	Response
<p>Height and Density</p>	<p>Concerns were raised regarding the building height and density. There were also concerns that the R3 zoning would permit a greater height and density than what has been shown on the site plan.</p> <p><i>The proposal continues to be a 2 storey apartment dwelling. Two storeys is considered to be low-rise development and is in our opinion compatible with other low-rise residential forms found within the community.</i></p> <p><i>The current Medium Density Residential Zone (R2) permits a range of residential uses including four-plexes and street townhomes at a maximum height of 10.5 metres.</i></p> <p><i>The High Density Residential Zone (R3) that is being sought permits a range of residential uses including apartments at a maximum height of 12.0 metres.</i></p> <p>To address concerns regarding height and density we recommend adding site specific regulations to the amending by-law that would restrict the building height to 10.5 metres (consistent with existing permissions) and to restrict the number of units to the 32 units that are proposed.</p>

200-540 BINGEMANS CENTRE DRIVE / KITCHENER / ONTARIO / N2B 3X9 / T 519 576 3650 / F 519 576 0121 / WWW.MHBCPLAN.COM

Area of Concern	Response
<p>Grading / Building Height</p> <p>There was a request at the August 23 meeting to assess whether or not the grading of the site could be adjusted to help address concerns regarding building height.</p>	<p><i>We have reviewed the grading and will be able to lower the existing grades by 600 mm.</i></p>
<p>Residential Use</p> <p>There was a suggestion that the site could be developed as a cluster townhouse development as an alternative to pursuing the zone change application for the apartment use.</p>	<p><i>A cluster townhouse development would not be permitted under the existing zoning by-law and would also require a zone change to the R3 zone. The R3 zone permits a wide range of residential uses including apartments. In our opinion the apartment use is appropriate for the lands and will provide an additional form of housing within the community. The proposed use remains consistent with what was presented at the August 23 meeting.</i></p>
<p>Building Orientation</p> <p>There were questions regarding the potential to flip the building to run along the west property line (closer to Cork Street).</p>	<p><i>Following the August 23 Public Meeting we explored this option, however it ultimately compromised the parking layout and provided some servicing challenges.</i></p>
<p>Setbacks</p> <p>There were concerns regarding the proximity of the building (side yard setback) to the rear yards of homes on Jeremys Crescent and Princess Street.</p>	<p><i>A number of these comments were based on an earlier site plan concept. The plan presented at the August 23 meeting reflected an increased side yard setback when compared to earlier versions.</i></p> <p><i>The R3 Zone requires a minimum side yard setback of ½ the building height (4.7 metres required). The plan presented at the August 23 meeting showed side yard setbacks of 6.2 meters (which exceeded the minimum requirement).</i></p> <p><i>Following the August 23 meeting the plan has been further adjusted to increase the setback between the proposed building and residential dwellings on Jeremys Crescent from 6.2 metres to 9.0 metres. The setback from the side property line shared with 771 Princess Street has been increased and is now shown at 8.21 metres.</i></p>

Area of Concern	Response
	An updated site plan is attached to this correspondence which illustrates the increased setbacks.
<p>Privacy and Overlook</p> <p>There were concerns regarding privacy and overlook onto rear yards of surrounding dwellings. In particular the concern related to overlook from the proposed second storey balconies.</p>	<p><i>The preliminary landscape plan has been updated to add increased plantings between the proposed building and surrounding residential lots. Coniferous trees which provide year-round screening have been strategically placed to provide privacy between balconies and surrounding lots.</i></p> <p>A copy of the proposed landscape plan is attached to this correspondence.</p>
<p>Driveway Location / Width</p> <p>Concerns were raised regarding the driveway width (and whether or not it would accommodate 2 way traffic) and the location of the driveway and additional residential lot to be created beside the site entrance.</p>	<p><i>A number of the concerns raised in relation to this issue were based on an earlier concept plan. The site plan presented at the August 23 meeting, as well as the site plan attached herein shows the driveway centred within the Princess Street frontage. The owner is no longer pursuing a lot creation along Princess Street.</i></p> <p>We confirm that the driveway width can accommodate two-way traffic movements as well as emergency services vehicles.</p>
<p>Princess Street Sidewalk</p> <p>Questions were asked regarding a future sidewalk connection across Princess Street.</p>	<p><i>The addition of a new sidewalk along the north side of Princess Street, or alternatively the extension of the existing sidewalk on the south side of Princess Street will ultimately be at the discretion of the Township. Notwithstanding, through the site plan process our client can either provide a sidewalk across the frontage of the site, or alternatively can enter into an agreement to provide a contribution to a future extension of the south sidewalk.</i></p>
<p>Site Lines</p> <p>Concerns were raised regarding movements in and out of the site and visibility turning out of the site onto Princess Street.</p>	<p><i>The revised site plan and the landscape plans attached to this correspondence illustrate the daylight triangles at the entrance to the site. Daylight triangles are provided in order to allow for visibility when exiting a site. The preliminary landscape plan submitted with this correspondence illustrates that all plant materials will be located outside of the daylight triangles.</i></p>

Area of Concern	Response
<p>Snow Storage, Garbage, Site Lighting, Emergency Vehicle Access</p> <p>During the August 23 meeting a number of site design questions were asked, including locations for snow storage and garbage as well as emergency vehicle access.</p>	<p><i>These matters are typically addressed through the detailed site plan approval process. Notwithstanding, the updated site plan attached to this correspondence illustrates garbage locations, snow storage areas and fire access.</i></p>

We look forward to reviewing the attached materials with you.

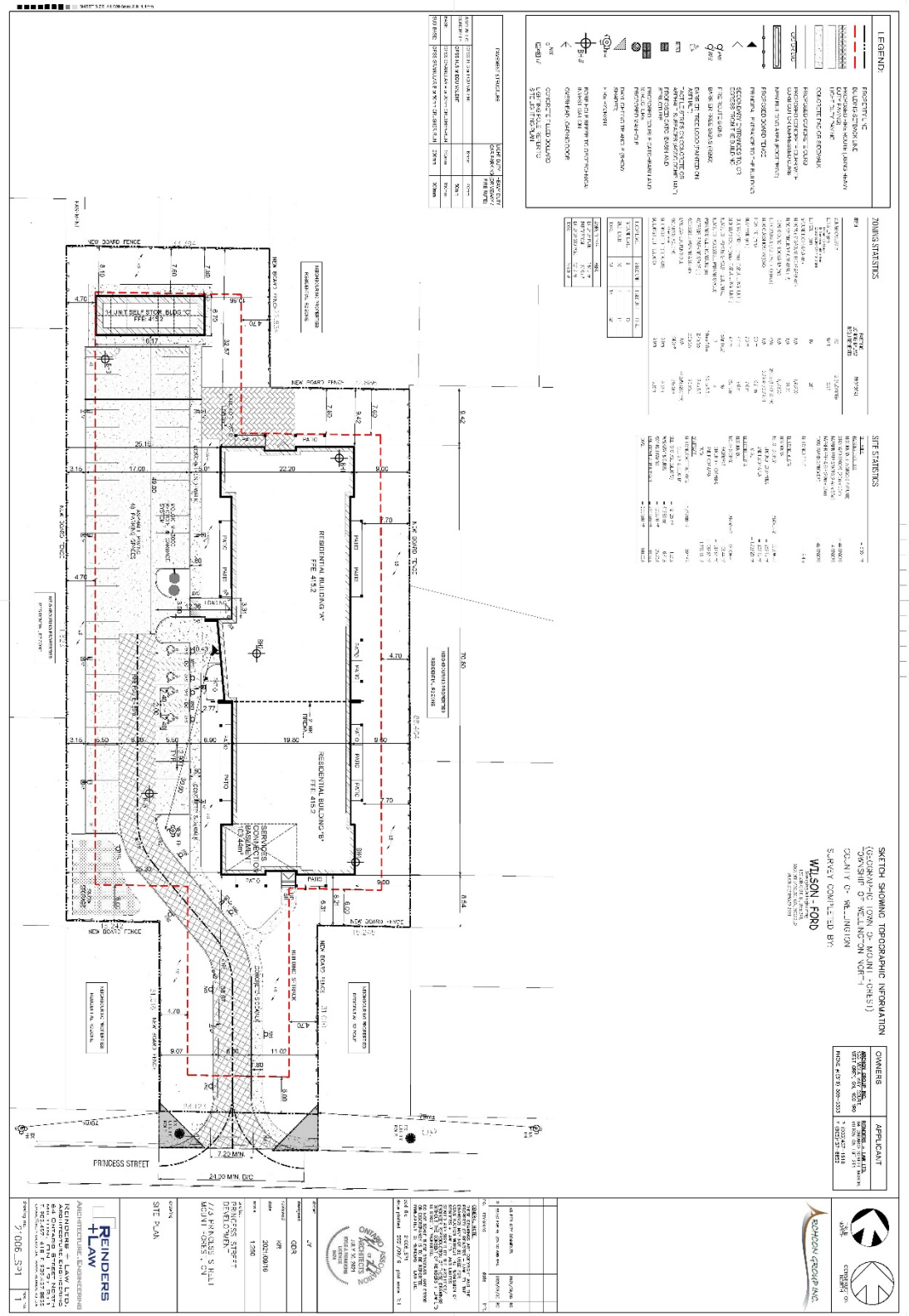
Yours truly,

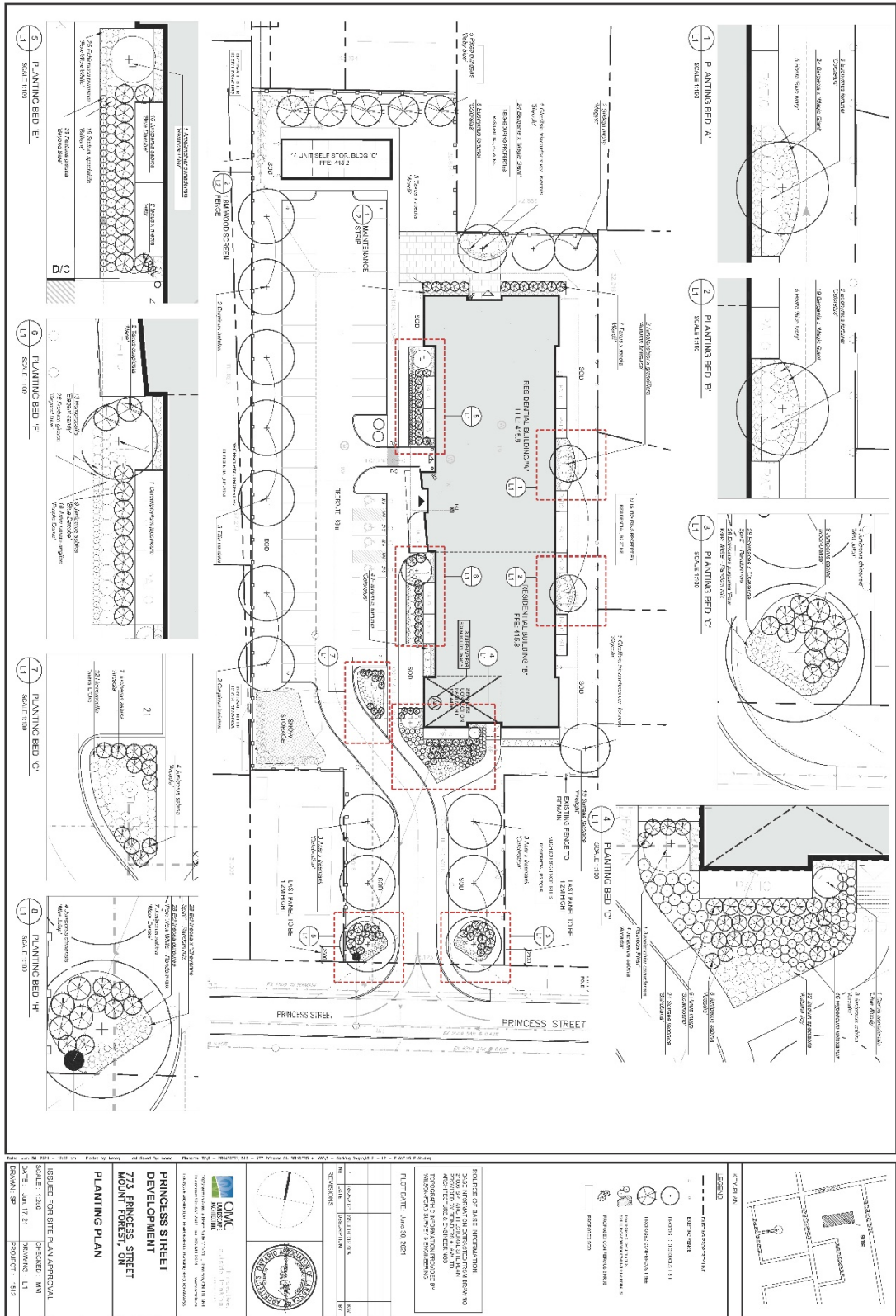
MHBC



Andrea Sinclair, MUDES, BES, MCIP, RPP

cc. *Ken Matthews
Marty McDonald
Glenn Reinders
Rodney Gay
Gillian Smith*





ISSUED FOR SITE PLAN APPROVAL
 SCALE: 1:200
 DATE: JUN 17 21
 DRAWN: SP

D-CHECK: KM
 DRAWING: L1
 PROJECT: 459

**773 PRINCESS STREET
 MOUNT FOREST, ON
 PLANTING PLAN**

ISSUED FOR SITE PLAN APPROVAL
 SCALE: 1:200
 DATE: JUN 17 21
 DRAWN: SP

D-CHECK: KM
 DRAWING: L1
 PROJECT: 459

Issued for - June 30, 2021

Schedule 2 – Draft Zoning By-law

**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 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-3' of By-law 66-01 is amended by changing the zoning on lands described as Part Park Lot 9, RP 61R7008, PT Part 1, Geographic Township of Mount Forest, as shown on Schedule "A" attached to and forming part of this By-law from **Medium Density Residential (R2)** to **High Density Residential Exception (R3-61)**.

2. That Section 32, Exception Zone, is amended by the inclusion of the following exception:

<p>32-61 Part Park Lot 9, RP 61R7008, PT Part 1 (773 Princess St.)</p>	<p>R3-61</p>	<p>Notwithstanding the provisions of Section 13.2.3.5 or any other section of the by-law, the minimum interior side yard is 7.6 m (24.9 ft)</p> <p>Notwithstanding the provision of Section 13.2.3.7 or any other section of this by-law, the maximum building height is 10.5 m (34.5 ft) and (2) two storeys.</p> <p>A maximum of thirty-two (32) apartment dwelling units shall be permitted.</p>
---	---------------------	---

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 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 Part Park Lot 9, RP 61R7008, PT part 1 and known Municipally as 773 Princess Street, Geographic Town of Mount Forest. The property is approximately 0.64 ha (1.6 ac) in size and currently zoned Medium Density Residential (R2).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Medium Density Residential (R2) to High Density Residential Exception (R3-61) to permit the construction of a 32-unit apartment building with a maximum height of 10.5m and a minimum interior side yard setback of 7.6m.

Sept. 15, 21

To Whom it May Concern,

I am aware that the zoom meeting has passed but I am unaware of the deadline date to state my opposition to the attached notice.

Princess Street is not a street to have an apartment driveway exist. A two storey building designated in this area and given the fact that it would encrowd the already existing houses is nonsensical.

Noise and lighting pollution, as well as privacy loss is a given. More cars on a street in which there is no sidewalks would endanger the lives of many seniors and children who already have no option but to walk these streets.

Traffic to and from the hospital, LTC centre, parks & arena are already horrible at the point a time.

Regards.

J. Langenhuijzen

786 Princess St.
Mt. Forest

RECEIVED

SEP 20 2021

TWP. OF WELLINGTON NORTH

**A NOTICE OF
A PUBLIC MEETING TO CONSIDER AMENDMENTS TO THE
COMPREHENSIVE ZONING BY-LAW 66-01**

If you are unable to attend, you may submit your comments in writing prior to the meeting date to the Development Clerk at the address or email below. Your full name and address must be on the submission. Any written comments or objections submitted are made public as part of the application process and the public record and will be considered by the Council.

Please note the meeting is video and audio recorded and all electronic meetings are uploaded to the township's YouTube page. By requesting to participate in the Zoom meeting you are consenting to have your likeness and comments recorded and posted on YouTube

Power of Tribunal to Dismiss Appeals

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Township of Wellington North to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting (virtual or in-person) or make written submissions (virtual or in-person) to the Township of Wellington North before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions (virtual or in-person) at a public meeting or make written submissions (virtual or in-person) to the Township of Wellington North before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Request for Notice of Decision

If you wish to be notified of the decision in respect of the proposed Township of Wellington North Zoning By-law Amendment, you must submit a written request to the Development Clerk at the address or email provided below.

Additional Information

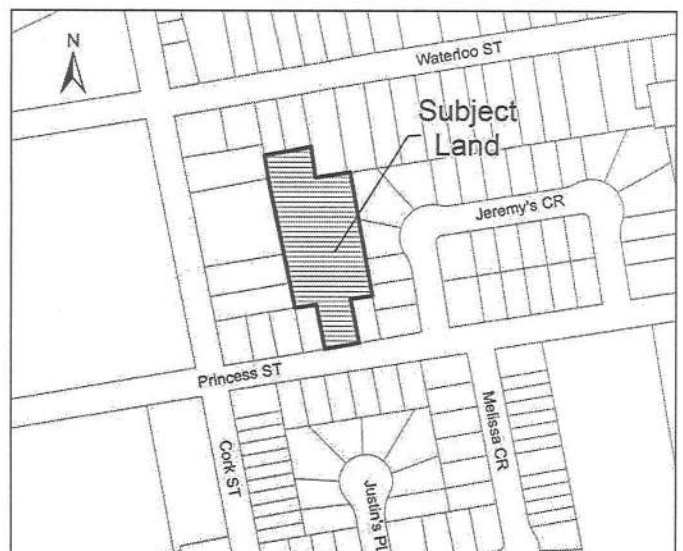
For more information about this matter, including information about appeal rights, it is available on-line after August 20, 2021 or email address below. O. Reg. 470/09, s. 2: 179/16, s. 2

The application, and any additional information, is available to the public for inspection. You may contact the Development Clerk during office hours to make arrangements.

Dated at the Township of Wellington North
This 26th day of July, 2021

DEVELOPMENT CLERK CONTACT:

Tammy Pringle, Development Clerk
Township Wellington North
PO Box 125, 7490 Sideroad 7 W.
Kenilworth, ON N0G 2E0
tpringle@wellington-north.com
Phone: (519) 848-3620 ext 4435
Fax: (519) 848-3228





1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0
Tel 519-367-3040, Fax 519-367-3041, publicinfo@svca.on.ca, www.svca.on.ca

SENT ELECTRONICALLY ONLY (tpringle@wellington-north.com)

October 1, 2021

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

ATTENTION: Tammy Pringle, Development Clerk

Dear Ms. Pringle,

RE: Proposed Zoning By-law Amendment ZBA 19-21
773 Princess Street
Part Park Lot 9, Part 1 Plan 61R7008
Roll No.: 234900000603301
Geographic Town of Mount Forest
Township of Wellington North

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). SVCA staff has also reviewed the application as part of our role as a public body under the *Planning Act* as per our Conservation Authority Member approved Environmental Planning and Regulations Policies Manual, amended October 16, 2018.

Purpose

The purpose and effect of the proposed amendment is to rezone the subject land from Medium Density Residential (R2) Zone to High Density Residential (R3) Zone to facilitate the construction of a 32-unit two storey apartment building. Additional relief may be considered at this meeting.

Recommendation

SVCA staff find the application acceptable. The subject property does not contain any natural hazard features or other environmental features of interest to SVCA. As such, it is the opinion of SVCA staff that the application is consistent with the Natural Hazard and Natural Heritage Policies of the PPS, 2020 and the County of Wellington Official Plan. Additionally, the property not subject to Ontario Regulation 169/06, or to the policies of SVCA at this time, and as such, permission (permit) from the SVCA is not required for development on the property.



Watershed Member Municipalities

Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands,
Town of Hanover, Township of Howick, Municipality of Morris-Turnberry, Municipality of South Bruce,
Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North,
Town of Saugeen Shores, Township of Southgate, Municipality of West Grey

Township of Wellington North
Proposed Zoning By-law Amendment ZBA 19-21
October 1, 2021
Page 2 of 2

Please inform this office of any decision made by the planning approval authority with regards to this application. We respectfully request to receive a copy of the decision and notice of any appeals filed. Should you have any questions, please contact the undersigned.

Sincerely,



Michael Oberle
Environmental Planning Technician
Saugeen Conservation
MO/

cc: Karen Wallace, Clerk, Township of Wellington North (via email)
Steve McCabe, SVCA Member representing the Township of Wellington North (via email)



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of Tuesday, October 12, 2021
From: Tammy Pringle, Development Clerk
Subject: DC 2021-023, Consent Application B77-21 Mary & Paul Bolen

RECOMMENDATION

THAT Council of the Township of Wellington North receive DC Report 2021-023 being a report on Consent Application (Severance) B77-21 known as Part Lot 14, Concession 2 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B77-21 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 owner enter into an agreement apportioning future maintenance costs on the Lehman 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** driveway access can be provided to the retained lands to the satisfaction of the Township of Wellington North; and
- **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 FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The subject property is located in the North East quadrant of the Township and is geographically known as 9131 Concession 2, former Township of Arthur.

Proposed severance is 1.8 hectares with 232m frontage, existing and proposed rural residential use with existing dwelling & garage.

Retained parcel is 39.5 hectares with 73m frontage, existing and proposed agricultural use.

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

- APPENDIX A:
 - Severance Sketch No. 30003-21 prepared by Jeffrey E. Buisman – Van Harten Surveying Inc., dated August 18, 2021.
- APPENDIX B:
 - Aerial Map of Subject Property B77-21
- APPENDIX C:
 - Jessica Rahim, Senior Planner
Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2019 – 2022

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

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Partnerships

Municipal Infrastructure

Alignment and Integration

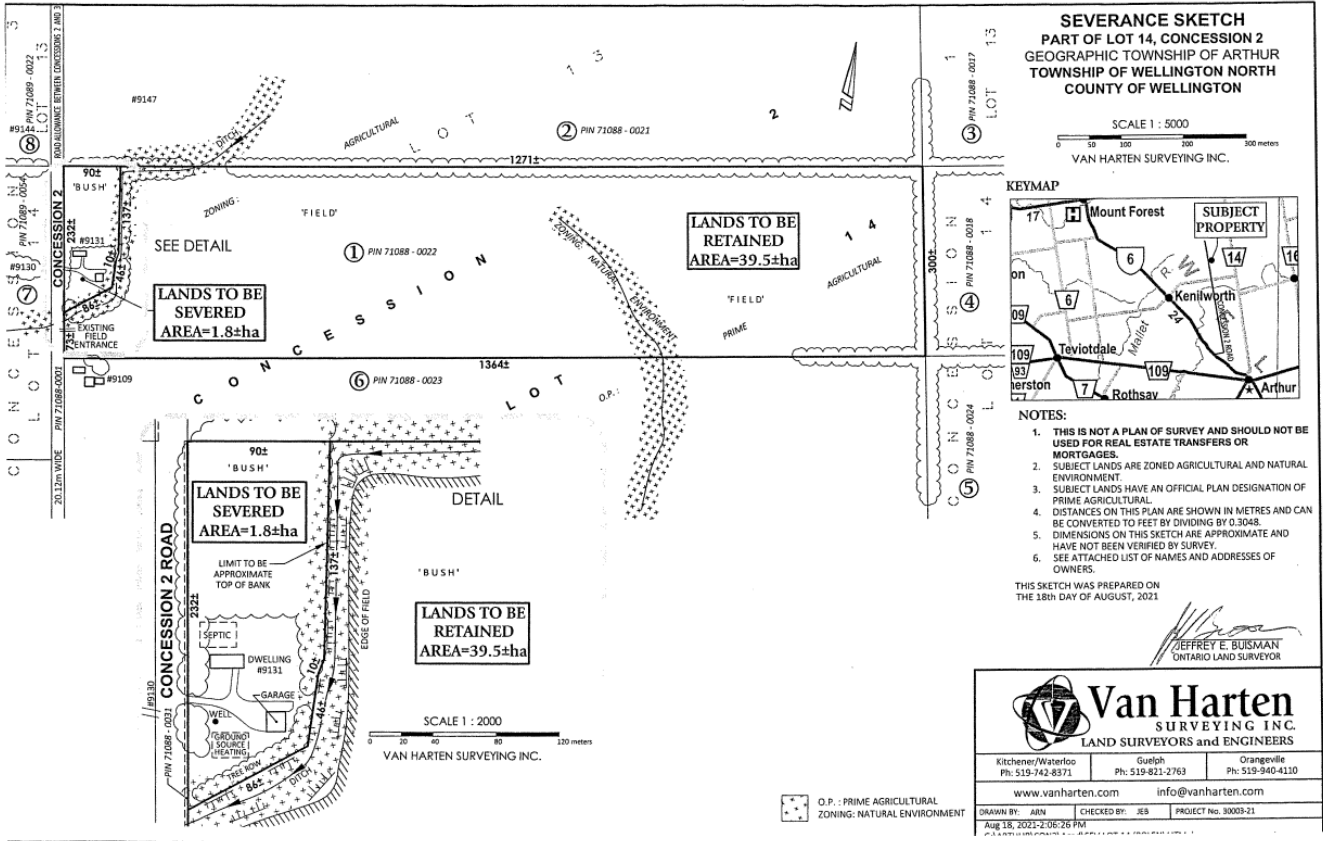
Prepared By: Tammy Pringle, Development Clerk

Tammy Pringle

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens

APPENDIX A – Severance Sketch



APPENDIX B – Aerial Map of Subject Property B77-21





APPENDIX C – Planning Report

Planning and Development Department | County of Wellington
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
 T 519.837.2600 | F 519.823.1694

Application	B77/21
Location	Part Lot 14, Concession 2 TOWNSHIP OF WELLINGTON NORTH (ARTHUR TWP)
Applicant/Owner	Mary & Paul Bolen

PRELIMINARY PLANNING OPINION: This application would sever a 1.8 ha (4.44 ac) rural residential parcel with an existing dwelling and garage. A vacant 39.5 ha (97.6 ac) agricultural parcel would be retained. This application is being submitted under the surplus farm dwelling policies.

This application is consistent with Provincial Policy and would generally conform to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That driveway access can be provided to the retained lands to the satisfaction of the appropriate road authority; and
- b) 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.

PLACES TO GROW: No issues

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.1 states “Lot creation in prime agricultural areas is discouraged and may only be permitted for:

- a) Agricultural uses, provided lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
- b) Agricultural-related uses, provided that any new lots will be limited to a minimum size needed to accommodate the use an appropriate sewage and water services;
- c) a residence surplus to a farming operation...; and
- d) Infrastructure, where the facility or corridor cannot be accommodated through the use of easements or right-of-ways.”

Section 2.3.4.1 c) further states that “the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farm land created by the severance.”

With regards to Minimum Distance Separation (MDS), the setback applicable to surplus farm dwelling severances are only applied to livestock structures that remain with the retained, agricultural lands.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL. According to Section 10.3.4, a severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- a) the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- b) the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- c) the amount of good farmland retained with the surplus house is kept to a minimum size needed for residential purposes, taking into consideration environmental and topographic features; and
- d) the surplus residence is habitable and is not expected to be demolished by a future owner; and
- e) the Minimum Distance Separation formula will be met; and
- f) the vacant parcel of farmland is rezoned to prohibit a residential use.

The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels, where the impact on existing and future farm operations can be kept to a minimum.”

With respect to the above criteria, we are satisfied that this application conforms to criteria a), b), c), d) and e). Item f) can be addressed as a condition of approval.

In terms of the overall farm operation, we have been provided with a farm information form including a list of other farm holdings owned by the applicants, which demonstrates that this application would constitute a farm consolidation.

WELL HEAD PROTECTION AREA: The subject property is not located within a WHPA.

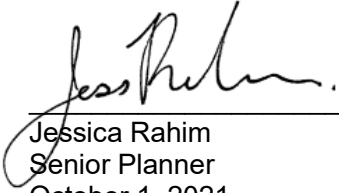
LOCAL ZONING BY-LAW: The subject property is currently zoned Agricultural (A) Zone and Natural Environment (NE). Section 8.2.1 b) permits for new lots created by consent, shall be



Planning and Development Department | County of Wellington
County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
T 519.837.2600 | F 519.823.1694

deemed to comply with the lot frontage and lot area regulations of Section 8.21 and 8.22. Therefore, both the severed and retained parcel meet the minimum lot area and frontage requirements of the Agricultural (A) zone.

SITE VISIT INFORMATION: The subject was not visited and photographed at the time of this report.



Jessica Rahim
Senior Planner
October 1, 2021



Staff Report

To: Mayor and Members of Council Meeting of Tuesday, October 12, 2021
From: Tammy Pringle, Development Clerk
Subject: DC 2021-024, Consent Application B80-21 Luciano & Grazyna Modzynski

RECOMMENDATION

THAT Council of the Township of Wellington North receive DC Report 2021-024 being a report on Consent Application (Severance) B80-21 known as Part Park Lot 2, East of Fergus St., Plan Town of Mount Forest in the town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B80-21 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 Owner satisfy the local municipality with respect to water and sanitary/storm sewer servicing; and
- **THAT** driveway access can be provided to the severed and retained lands to the satisfaction of the Township of Wellington North.

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

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The subject property is located East of Fergus Street North and South of Sligo Road East and is geographically known 348 Fergus Street North in the town of Mount Forest.

Proposed severance is 16.1m fr x 70.1m = 1129.8 square metres, vacant land for proposed urban residential use.

Retained parcels are 39.4m ft x 70.1m = 2765.5 square metres, existing and proposed urban residential use with existing house & shed (Retained 1); 16.1m fr x 70.1m = 1129.8 square metres, vacant land for proposed urban residential use (Retained 2).

FINANCIAL CONSIDERATIONS

The municipality will realize \$2,130.00 in clearance fees and parkland dedication fees.

ATTACHMENTS

- APPENDIX A:
 - Severance Sketch No. 21-9474 prepared by Greg Ford – Wilson-Ford Surveying & Engineering, dated September 1, 2021.
- APPENDIX B:
 - Aerial Map of Subject Property B80-21
- APPENDIX C:
 - Jessica Rahim, Senior Planner
Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2019 – 2022

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

Yes
 No
 N/A

Which priority does this report support?

Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

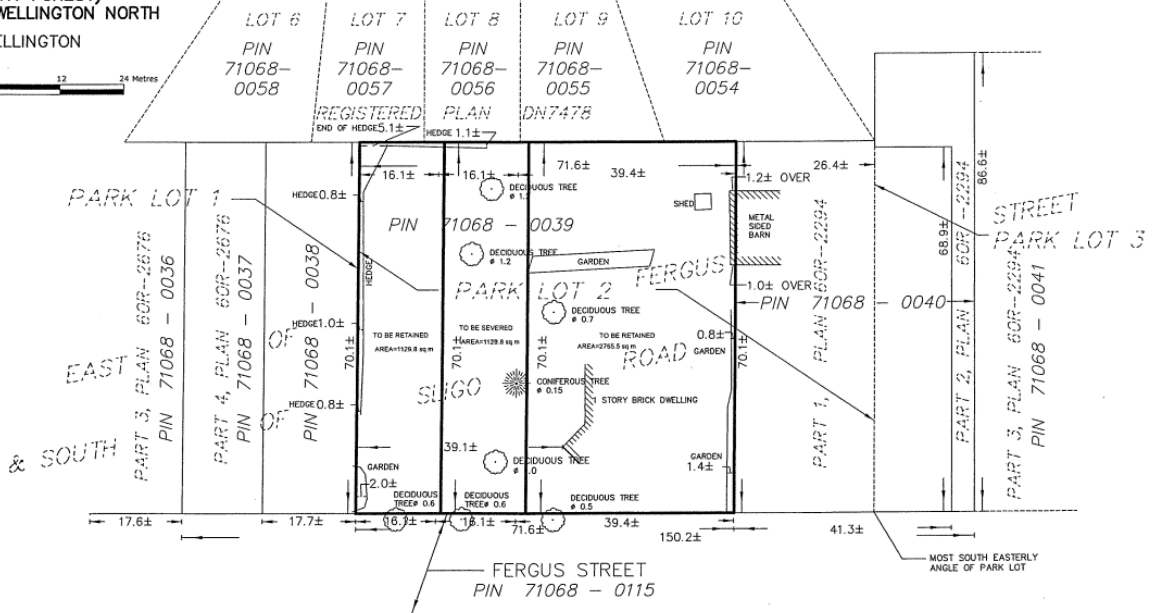
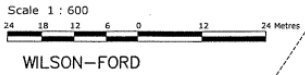
Prepared By: Tammy Pringle, Development Clerk *Tammy Pringle*

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

APPENDIX A – Severance Sketch

SKETCH FOR SEVERANCE APPLICATION

(TOWN OF MOUNT FOREST)
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON



CAUTION: THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR ANY PURPOSE EXCEPT THAT SHOWN IN THE TITLE LOCK.
WILSON FORD SURVEYING & ENGINEERING 2021
NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS SKETCH IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF WILSON FORD SURVEYING & ENGINEERING.

ZONING MATRIX:	
CURRENT ZONING :	R2
MINIMUM FRONTAGE :	12.0m
MINIMUM LOT SIZE (SINGLE DETACHED) :	371.6 sq m
INTERIOR SIDE YARD (SINGLE DETACHED) :	1.2m
REQUIRED:	16.1m
PROHIBITED:	1129.8 sq m
	1.2m

NOTES:
ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES AND ARE GEODETIC HAVING BEEN DERIVED FROM GNSS OBSERVATIONS (NAD83 CSRS).
DIMENSIONS SHOWN HEREON REPRESENT A COMPILATION OF VARIOUS PLANS AND DEEDS AND DO NOT REFLECT THE RESULTS OF AN ACTUAL CURRENT FIELD SURVEY.

THIS SKETCH WAS PREPARED FOR LUCJAN MODZYNSKI AND THE UNDERSIGNED ACCEPTS RESPONSIBILITY FOR USE BY OTHER PARTIES.
SEPTEMBER 1, 2021
GREG FORD, P.Eng(CIVIL)
ONTARIO LAND SURVEYOR

WILSON - FORD
Surveying & Engineering
120 KING ST. E., Box 204,
MOUNT FOREST ON, N0G 2L0
PHONE (519)323-2451
PROJECT No.: 21-9474 MODZYNSKI

APPENDIX B – Aerial Map of Subject Property B80-21



APPENDIX C – Planning Report



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 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
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Application Location	B80/21 Part Park Lot 2, East of Fergus St & South of Sligo Rd TOWNSHIP OF WELLINGTON NORTH (MT. FOREST)
Applicant/Owner	Luciano & Grazyna Modzynski

PRELIMINARY PLANNING OPINION: This application would sever a 1,129.8 sq m (0.27 ac) vacant residential lot in the Urban Centre of Mount Forest and retain two parcels that are 2,765.5 sq m (0.68 ac) lot with existing house and shed (Retained 1); and 1,129.8 sq m (0.27 ac) vacant lot for proposed residential use (Retained 2).

This application is consistent with Provincial Policy and conforms to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That servicing can be accommodated on the severed and retained lands to the satisfaction of the local municipality; and
- a) That driveway access can be provided to the severed and retained lands to the satisfaction of the of the appropriate road authority;

A PLACE TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

Guideline #36 of the MDS document specifies that MDS I setbacks are not required for proposed land use changes, including consents, within approved settlement areas.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as RESIDENTIAL and located within the urban centre of Mount Forest according to Schedule A6-1 of the Official Plan. Section 10.6.2 states that new lots may be created in Urban Centres provided that the land will be appropriately zoned.


The subject property is currently zoned Medium Density Residential (R2) with an existing single detached dwelling on the subject property. The proposed new lots are already appropriately zoned and would meet the minimum lot area and frontage requirements for a single detached dwelling.

The matters under Section 10.1.3 were also considered including “a) that any new lots will be consistent with official plan policies and zoning regulations”. b) “that all lots can be adequately serviced with water, sewage disposal...”. item d) “that all lots have safe driveway access to an all-season maintained public road...” and item l) “that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses”.

LOCAL ZONING BY-LAW: The subject property is currently zoned Medium Density Residential (R2) zone. The R2 zone permits a range of residential uses including single detached, semi-detached, duplex, triplex, and fourplex. The applicant has not indicated the proposed use of the vacant lots however, it appears the vacant retained and severed lands meet the minimum lot area and frontage requirements for a single detached dwelling in the R2 zone.

WELL HEAD PROTECTION AREA: The subject property is located within Wellhead Protection Area B with a vulnerability score of 8.

SITE VISIT INFORMATION: The subject was not visited and photographed at the time of this report


 Jessica Rahim
 Senior Planner
 October 1, 2021



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of October 12, 2021

From: Tammy Pringle, Development Clerk

Subject: DC 2021-25, 2831468 ONTARIO LTD.
SITE PLAN AGREEMENT, 245 INDUSTRIAL DRIVE, MOUNT FOREST

RECOMMENDATION

THAT Council of the Township of Wellington North hereby:

- 1) Receive Report DC 2021-025 regarding the Final Approval of the 2831468 Ontario Ltd. Site Plan Agreement.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

None

BACKGROUND

Subject Lands

The property is located in the Town of Mount Forest, on the North side of Industrial Drive. The subject lands are in the North West quadrant of the town. The land holding is approximately 1.17 acres with 131.23 feet of frontage. It is legally known as PT LOT 32 CON 1 DIV 3 NORMANBY, BEING PART 3, 61R21920; TOWNSHIP OF WELLINGTON NORTH and PART LOT 32, CON 1, DIV 3 NORMANBY, BEING PART 4, 61R21920; TOWNSHIP OF WELLINGTON NORTH.

The Proposal

The Owner has applied for Site Plan Approval from the Township to build a new 5,000 square foot contractor's shop/storage building. This project will include site grading, drainage and storm water management.

Existing Policy Framework

The subject lands are designated in the (M1) Industrial Zone in the Township of Wellington North Zoning By-Law 66-01 and Industrial designation in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

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

COMMUNICATION PLAN

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

FINANCIAL CONSIDERATIONS

This proposal has no financial impact on the municipality.

ATTACHMENTS

- A. Location Map
- B. Site Plan Agreement with By-Laws in this agenda

STRATEGIC PLAN 2019 – 2022

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

- Yes
 No
 N/A

Which priority does this report support?

- Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

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

SCHEDULE A – Location Map



SCHEDULE B –Site Plan Control Agreement

DocuSign Envelope ID: 6925E212-8C37-4290-BD25-100F4481117F

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this 27th day of September , 2021.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the "Township")
OF THE FIRST PART

-and-

2831468 ONTARIO LTD.

(the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the Lands described as:

PIN	71072-0119 LT
DESCRIPTION	PT LOT 32 CON 1 DIV 3 NORMANBY, BEING PART 3, 61R21920; TOWNSHIP OF WELLINGTON NORTH

and

PIN	71072-0131 LT
DESCRIPTION	PART LOT 32, CON 1, DIV 3 NORMANY, BEING PART 4, 61R21920; TOWNSHIP OF WELLINGTON NORTH

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

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

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

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

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

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

SITE PLAN AGREEMENT
2831468 ONTARIO LTD.

2

reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.

4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph 3 of this Agreement.
5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catchbasins, where necessary, in a manner approved by the Township and/or the County of Wellington.
6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
9. The Owner shall, where required by Township and/or County of Wellington resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
10. The Owner hereby releases and indemnifies the Township, and, where applicable, the County of Wellington, its servants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township,
 - (a) The Developer shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, providing coverage for a limit of not less than \$5,000,000.00 for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Developer. Such policy or policies shall be issued in the joint names of the Developer, the Township and the Township's consulting engineer and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. Proof of insurance shall be provided on an annual basis. The policy shall specify that it cannot be altered, cancelled or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.
 - (b) The Owner shall, upon the earlier of (a) commencing any works on the Lands, or (b) applying for a building permit, supply the Township with cash or a Letter of Credit (the "security") in form satisfactory to the Chief Administrative Officer (CAO) and in an amount determined by the CAO, sufficiently guaranteeing the satisfactory completion of the site works on Township property described in or contemplated by this Agreement and

further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a period of one (1) year from the date that such works are constructed receive written approval from the Township Engineer. The security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer, the Letter of Credit may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said one (1) year period.

12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township, the Owner shall:
 - a) provide the Township with, prior to the execution of this Agreement by the Township, a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of \$50,000 of the cost of works and facilities relating to storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works.
 - b) complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within one (1) year of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the owner's sole expense.
 - c) Upon failure of the owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the lands to perform the said works and facilities.

Section 427 of the Municipal Act, S.O. 2001, c. 25, as amended, applies to this Agreement and in the event the Owner fails to perform the works and facilities required to be done herein, such works and facilities may be done by the Township at the Owner's expense and the Township may recover the expense in doing so by action or the same may be recovered in like manner as municipal taxes

13. The Owner shall grade the lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Site Plan. The Owner shall not use or cause or permit to be used any new construction on the lands until after an as-built grading survey has been provided and a professional engineer or architect has given Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the said lands which fall within the provisions of Section 41 of the Act and are required for this development by the Site Plan and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
14. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the owner may be required to apply dust suppressants, covering stock piles of top soil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
15. The Township and Owner agree that the Owner may choose to develop the lands in phases and in accordance with the approved phasing plan, as shown on

the approved Site Plans. In such case, the Owner agrees as follows:

- (a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - (b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - (c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or CBO, and the provisions of this Agreement shall apply to such security with respect to such phase(s);
 - (d) that the provisions of this Agreement shall apply to all such phases.
16. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township; the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
 17. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
 18. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
 19. The covenants, agreements, conditions and understandings set out herein and in Schedules "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
 20. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

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SITE PLAN AGREEMENT
2831468 ONTARIO LTD.

THIS AGREEMENT is executed by the Township this 9 day of September, 2021.
30-09-2021

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

Per: DocuSigned by:
Michael Givens
27BCCZ87E822A01

Michael Givens – Chief Administrative Officer
I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this 29 day of September, 2021.
29-09-2021

2831468 ONTARIO LTD.

Per: DocuSigned by:
David Arthur - President
79E99E5E01C6485

David Arthur - President
I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this 29 day of september, 2021.
29-09-2021

2831468 ONTARIO LTD.

Per: DocuSigned by:
Erwin Arthur - Secretary
29E99E5E01C6405

Erwin Arthur - Secretary
I have authority to bind the corporation

DEVELOPER'S MAILING ADDRESS: 160 Norpark Avenue, PO Box 219, Mount Forest, ON, N0G 2L0
DEVELOPER'S PHONE NUMBER: 519-323-1819
DEVELOPER'S EMAIL ADDRESS: arbroexcavating@hotmail.com

SITE PLAN AGREEMENT
2831468 ONTARIO LTD.

6

SCHEDULE "A"**Approved Plan and Drawings**

DOCUMENT NO	DOCUMENT NAME	LAST REVISION DATE	PREPARED BY
1	Site Plan and Site Servicing and Grading Plan	21-Sept-2021	GM BluePlan Engineering
SP1	Site Servicing and Gracing Plan	21-Sept-2021	GM BluePlan Engineering
	Stormwater Management Design Report	21-Sept-2021	GM BluePlan Engineering

SCHEDULE "B"**Site Specific Requirements**

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

- The Owner will be responsible for the future cost of paving the driveway entrances.
- THAT the Owner shall obtain an Environmental Compliance Approval from the Ministry of the Environment, Conservation and Parks for the stormwater management (SWM) works, prior to occupancy of the building.
- THAT the Owner shall ensure that gravel driveway and gravel access area maintenance activities shall not alter the intention of the drainage design, including the conveyance of all site runoff to the stormwater management pond for quantity and quality control, as per the approved GMBLuePlan Engineering Site Plan and Site Servicing and Grading Plan.
- THAT the Owner shall maintain the SWM works to ensure proper stormwater runoff quantity and quality control, including following the monitoring and cleaning recommendations of the Oil Grit Separator (OGS) structure (i.e. Stormceptor EF4) manufacturer.
- THAT the Owner agrees that any outdoor display areas or outdoor storage areas be minimal and that they conform to the regulations set out in the Township of Wellington North Comprehensive Zoning By-law.
- THAT the proposed trees shall be in conformance with the Township of Wellington North Municipal Servicing Standards.



COUNTY OF WELLINGTON

COMMITTEE REPORT



PLANWELL

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
 Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, September 09, 2021
Subject: **County Official Plan Review – Consultation and Engagement Overview**

1.0 Purpose

This report provides Council with an overview of the consultation and engagement completed to date for the Official Plan Review.

2.0 Background

Since the launch of the Official Plan Review project, Planning Staff have received comments and inquiries from local residents, developers and stakeholders. Through more formal means of engagement, the County has:

- consulted directly with Member Municipalities;
- completed one round of agency and Indigenous community circulations;
- held a Special Meeting of Council to broadly introduce the Official Plan Review project to the public; and
- hosted a Public information Centre (PIC) to gather public feedback on the June 16, 2021 Draft Phase 1 Report - Urban Structure and Municipal Growth Allocations (Phase 1 Report).

The following sections of this report provide more detail regarding the consultation and engagement to date and summarizes and responds to some of the major themes that have emerged from the feedback. Staff have also prepared comment summary tables in Appendix A. Complete comments are available in the project file.

3.0 Municipal Consultation

Municipal consultation is coordinated through a Technical Resource Team (TRT) made up of municipal CAOs or their designate, County Planning Staff and consultants, Watson & Associates (Watson). This group provides invaluable local knowledge and input into Watson's data and analysis. Most recently, the TRT has been reviewing and providing feedback on the draft Municipal growth allocations and early results of the land needs assessment. TRT meetings are supplemented through individual meetings with Member Municipalities as needed.

4.0 Agency Circulation

County Staff completed the first circulation to legislated commenting authorities, seeking feedback on the Official Plan Review and the Phase 1 Report. Comments were received from two Conservation Authorities (Maitland Valley Conservation Authority and Conservation Halton) which provided high

level feedback related to their core functions for the County to consider through the Official Plan Review. The Municipality of Perth East had no concerns.

5.0 Indigenous Community Circulation

County Staff completed the first circulation to the following Indigenous communities in Wellington seeking feedback on the Official Plan Review and the Phase 1 Report:

- Haudenosaunee Confederacy Chiefs Council
- Conseil de la Nation Huronne-Wendat
- Mississaugas of the Credit First Nation
- Métis Nation
- Saugeen Ojibway Nation
- Six Nations of the Grand River First Nation

To date we have heard from Conseil de la Nation Huronne-Wendat, who expressed interest in archaeological studies or fieldwork and in reviewing draft Official Plan amendment documents.

6.0 Public Feedback

Planning Staff have been collecting and responding to public and stakeholder feedback since the project was initiated in September 2019. Through these individual discussions, Staff have engaged with close to 100 individuals from all across the County on various Official Plan policy topics. Through these discussions there have been some common areas of interest that have emerged, which are summarized below.

6.1 Secondary Agricultural Area Severances

We have received a number of inquiries about revising the Secondary Agricultural consent policies so that they would allow for consideration of an additional severance on properties that have had a severance past March 1st, 2005. County staff has completed a detailed analysis of the potential remaining supply of severances in the Secondary Agricultural designation in the Town of Minto, Town of Erin and the Township of Puslinch based on the current cutoff date. While this information is being considered in our growth management work to determine if there is a need to revise municipal growth allocations and/or Official Plan severance policies, no decisions have been made at this time.

6.2 Urban Centre Expansions

The County has received inquiries about expanding the urban centres of Aberfoyle, Arthur, Dratyon, Elora/Salem, Fergus, Harriston, Moorefield, Morriston, Mount Forest and Rockwood. The County is required by Provincial policy to ensure there is a suitable amount of designated land available in our Member Municipalities to accommodate future growth. At this time, Watson is in the process of preparing a draft Land Needs Assessment (LNA) as part of phase 2 of the County's growth management work. If there is a deficit of community and/or employment areas, urban centre boundary expansions may need to be considered. This would be part of a third phase of the municipal comprehensive review (MCR) where the County, in consultation with Member Municipalities, would evaluate proposed expansions. Staff will report to Council to develop a process for considering potential boundary expansion requests, including submission guidelines and an evaluation framework.

6.3 Hamlet Expansions

The County has received inquiries about expanding the hamlets of Arkell, Alma, Ariss, Ospringe and Wallenstein. There are 37 hamlets identified in the Official Plan that meet the definition of a rural settlement area under the Growth Plan. The boundaries of many of these hamlets were refined through the last 5-year review which took effect in late 2014 (OPA 81). Due to the lack of municipal services in hamlets and the policy to limit growth in areas without municipal services, the Official Plan caps hamlet expansions at a maximum of five residential lots/units.

In the official plan, hamlet expansions may only be considered as part of a municipal comprehensive review however, new policies were added to the Growth Plan in 2019 to permit the minor rounding out of a rural settlement area boundary outside of an MCR. No decisions have been made at this time about considering hamlet expansions as part of the MCR.

6.4 Re-designations from Prime Agricultural to a Secondary Agricultural

The County has received inquiries about changing Official Plan land use designations from prime agricultural to secondary agricultural.

County Staff will be implementing the Provincial agricultural land base mapping into the County Official Plan through the Official Plan Review. As part of this process we are required to review and refine this mapping in accordance with refinement criteria prepared by the Province and outlined in the “Implementation Procedures for the Agricultural System in Ontario’s Greater Golden Horseshoe”. These criteria offer very limited circumstances under which the County is permitted to refine the Provincially identified Prime Agricultural lands. These refinements become even more limited when both the County Official Plan mapping and Provincial Agricultural System mapping for Prime Agricultural lands align. As a result, our focus will be on reviewing discrepancies between the County Official Plan mapping and agricultural land base mapping, identified candidate areas and aligning the agricultural land base with our neighbouring municipalities. Candidate areas identified by the Province are largely concentrated in Erin, Minto and Puslinch which are the only areas in Wellington with Secondary Agricultural land use designations.

6.5 Employment Area Conversions

The window for submitting urban employment area conversion requests has closed and we are currently seeking municipal comments on the requests. Once received, the requests will be further evaluated by Watson and included in the Phase 2 Report.

7.0 Stakeholder Feedback

The details of stakeholder feedback are included in Appendix A and preliminary staff responses are included below.

7.1 Wellington Federation of Agriculture (WFA)

WFA raises a number of important priority areas that they have for the Official Plan Review which are outlined in the table below. Planning staff value the input provided by WFA and look forward to continuing to collaborate on these matters.

WFA Priority Area	Preliminary Response
Maintain the “Agriculture First” principles of the official plan	The County recognizes the importance of prime agricultural areas and the agriculture industry in Wellington and is not considering removing the Section 6.4.2 “Agriculture First” policies from the official plan.
Definitions and policies for Prime Agricultural Areas	Staff plans to review Official Plan definitions and permitted uses in prime agricultural areas to align with Provincial policies and guidance documents.
Agricultural impact assessments (AIA)	<p>Where settlement area boundary expansion is justified, the County is required to determine the feasibility based on criteria under 2.2.8.3 of the Growth Plan. This includes:</p> <ul style="list-style-type: none"> • to avoid prime agricultural areas where possible • to comply with minimum distance separation formulae • to avoid, or if avoidance is not possible, minimize and mitigate adverse impacts on the agri-food network through an AIA • to apply the PPS polices for the wise use and management of agricultural resources
Mapping of agricultural information	This request is outside of the scope of the Official Plan review, but is an idea that staff would like to discuss with WFA further.
Agricultural land base and agri-food network	Staff plans to implement the agricultural land base and agri-food network through the Official Plan review.
Secondary Agricultural land use designation	Staff does not plan to explore introducing secondary agricultural area designations into municipalities which don’t have it (Centre Wellington, Mapleton, Minto, Wellington North) as it would be contrary to the “Implementation Procedures for the Agricultural System in Ontario’s Greater Golden Horseshoe”.
On-farm Housing	County Staff have conducted a preliminary review of on-farm accommodations for agricultural workers and will be communicating directly with WFA on this matter in the near future.
Minimizing surplus farm dwelling lot size	Current surplus farm dwelling lot creation policies in the Official Plan require that the lot is to be kept to the minimum size needed for residential purposes. These applications can however, vary considerably and are reviewed on a case by case basis when there are environmental and topographic features or existing accessory buildings.
Drainage Act incident repository	This request is outside of the scope of the Official Plan review and is under jurisdiction of Member Municipalities, but is an idea that staff would like to discuss with WFA further.

7.2 Ontario Stone, Sand and Gravel Association (OSSGA)

County Staff acknowledge the OSSGA's submission and note that we are not considering mineral aggregate policy changes at this point of the Official Plan Review. In response to the comments we also note:

- the County will be reviewing and refining the Provincial Natural Heritage System (NHS) mapping through a later phase of the project; and
- the County is not preparing a new Official Plan document, but rather, a series of Official Plan amendments to bring the existing plan into conformity with Provincial policy.

7.3 Ontario Headwater Institute

County staff acknowledge the Ontario Headwater Institute's submission and note that the Official Plan Review, including the land needs assessment will be completed in accordance with Provincial policies. The Province is the approval authority for the phased amendments for the municipal comprehensive review and 5-year review.

7.4 Save Our Water

The Save Our Water comments and information have been previously submitted and considered as part of the Centre Wellington Tier 3 Study. While the Lake Erie Source Protection Authority Board approved the Centre Wellington Tier 3 Water Budget studies and associated new water quantity policies for Wellington County, the work still requires Ministry approval and therefore is not yet in effect. Notwithstanding the status of the new policies, staff note that the significant risk identification through the Township of Centre Wellington Tier 3 Water Budget and Risk Assessment does not indicate a physical limitation in the aquifer but rather some limitations in infrastructure that can be addressed through new wells as laid out in the Township's Water Supply Master Plan.

As part of the municipal comprehensive review, the County hired a consulting firm (WSP) to complete a high level review of existing municipal water and wastewater capacity based on data and information provided by Member Municipalities. The findings show that Centre Wellington, Minto, Mapleton and Wellington North each have existing water and wastewater servicing capacity to accommodate near-term growth. The results of the analysis also show that all of the Municipalities with municipal services in Wellington County include at least one urban centre that did not demonstrate sufficient water and wastewater capacity over the 2051 planning horizon. The WSP review will help member municipalities plan for future infrastructure enhancements to accommodate forecasted growth.

7.5 Members of Public with Heritage Concerns (Centre Wellington)

The County has received multiple submissions from two Centre Wellington residents with concerns about heritage preservation in Elora/Salem and Fergus as it relates to the residential intensification requirements of the Provincial Growth Plan. The current residential intensification target for Wellington is 20% annually and it applies to parts of Wellington's urban centres where development has taken place (built-up areas). The Growth Plan for the Greater Golden Horseshoe (Growth Plan) places a priority on intensification to make efficient use of land and infrastructure, and to support transit viability. In a May 2021 Staff report on the matter, the County requested that the Province consider reducing the target to 15%. This was justified in part, due to the high concentrations of

designated built heritage resources in the built-up areas of Centre Wellington. This request is still with the Province for a decision.

Planning staff is aware our responsibilities related to the Provincial interests listed under Section 2 of the Planning Act, the Provincial Policy Statement, Provincial Growth Plan, Provincial Greenbelt Plan and County/Township Official Plans. While planning staff also value the County's cultural heritage resources, Provincial and local planning interests and policies must be applied comprehensively and not in isolation of one another.

We note that policies are already in place in the County Official Plan setting out requirements for heritage impact assessment and conservation plans. This type of study determines if any significant cultural heritage resources are impacted by a development proposal, whether the impacts can be mitigated and by what means. This allows for residential intensification requests requiring planning approvals to be evaluated on a case by case basis within the context of the proposal.

8.0 Special Meeting of Council

A Special Meeting of County Council under section 26 of the Planning Act was held on June 29th, 2021 at 10 am to provide the Public with an opportunity, early in the process, to provide feedback on areas of interest in the Official Plan.

At the meeting Planning Staff gave a presentation followed by a question and answer period open to the public and County Council. There were 14 people who registered to participate at the meeting and several people who called in to listen.

Generally, public comments which arose at this meeting were related to site-specific requests for properties to be included in a settlement area boundary. We also received feedback from a participant who raised concerns about the amount of growth forecasted to Centre Wellington and the Township's ability to service this growth. The discussion that took place along with staff responses are included in the meeting summary in Appendix B.

9.0 Public Information Centre (PIC)

On June 23rd, 2021 at 7 p.m. the County Planning and Development Department held a virtual PIC on the Draft Phase 1 Report- Urban Structure and Municipal Growth Allocations. The PIC was intended to provide the public with an overview of the Phase 1 Report and an opportunity to ask questions about the work completed to date.

At the meeting Watson presented an overview of the Phase 1 Report, followed by a facilitated question and answer period. There were specific questions posed to participants to generate discussion and feedback. In total there were 43 participants who attended the virtual meeting.

The feedback at the meeting was varied and included comments on residential growth, employment growth, servicing and infrastructure and the general MCR process. The discussion that took place along with staff responses are included in the meeting summary prepared by Lura Consulting in Appendix C. Following the PIC, a public comment window was open to receive comments on the Phase 1 Report

until July 16, 2021. At the time of completing this report, the County received several submissions that are contained in Appendix A.

10.0 Future Engagement

As the Official Plan Review progresses, the County will be scheduling additional public consultations to gather more feedback. The County has retained LURA Consulting to develop an engagement strategy related to the Phase 2 work. We note that the Official Plan Review project webpage and the digital mailing list is the best source of information for additional opportunities for the public and stakeholders to engage in the Official Plan Review.

Engagement with Indigenous communities will be distinct from, but concurrent with, public and stakeholder engagement. LURA Consulting is also helping the County develop an Indigenous engagement strategy. Planning Staff have reached out to the County's Indigenous Advisory Committee about the Official Plan Review and will seek their advice about the development of the strategy.

11.0 Next Steps

The next steps for the Official Plan Review are as follows:

- review feedback provided through Phase 1, refine results and finalize Phase 1 Report;
- draft first MCR Official Plan Amendment for consideration of settlement area hierarchy, formatting/housekeeping changes and other areas as appropriate;
- continue with Phase 2 work which includes the release of the draft land needs assessment;
- hold additional engagement to share the results of Phase 2 and provide an opportunity for Member Municipalities, Indigenous communities, the public, stakeholders and agencies to comment.

Recommendations

That the report "County Official Plan Review – Consultation and Engagement Overview" be received for information; and

That the County Clerk circulate the report to member municipalities for information.

Respectfully submitted,



Jameson Pickard, B.URPL
Senior Policy Planner



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

Appendix A	Public and Stakeholder Comment Summary
Appendix B	Virtual Special Meeting of County Council Meeting (June 29 th , 2021) Meeting Summary
Appendix C	Virtual Public Information Centre (June 23 rd , 2021) Meeting Summary

Appendix A

Public and Stakeholder Comment Summary

Table 1A COUNTY-WIDE Public Comments

ID#	Comment Summary
004	<ul style="list-style-type: none"> • Concerns with negative impacts of Provincial policies for future growth in the County of Wellington, particularly in areas with no municipal servicing. • Provincial policies need to be changed to allow flexibility for municipalities to allow limited growth on private services in the County.
016	<ul style="list-style-type: none"> • Raised concerns related to the demolition of barns in the agricultural area, in part, due to surplus farm residence severances. • Suggest that these structures may have cultural heritage significance that should be protected. • Request an amendment to the Official Plan to include policies that would preserve barns during surplus farm dwelling severance applications.
035	<ul style="list-style-type: none"> • Inquiry about the timing of completion for the County Municipal Comprehensive Review.
036	<ul style="list-style-type: none"> • Comments submitted inquire about the status of the County Official Plan Review process.
044	<ul style="list-style-type: none"> • Encourage the County to create more walkable communities with developments that are high density and compact. • Continued expansion into farm fields is not the answer.
043	<ul style="list-style-type: none"> • General inquiry about the status of the population, household and employment numbers for the County's member municipalities.
063	<ul style="list-style-type: none"> • Proposed changes to the County of Wellington processes and policies related to public engagement. • Comments provided suggestions on practices to improve the solicitation of public input and create a more transparent engagement process.
070	<ul style="list-style-type: none"> • Comments sought clarification regarding several aspects of the Official Plan Review including timing of completion, agricultural system mapping refinements and opportunities for public consultation.

Table 1B COUNTY-WIDE Stakeholder Comments

Wellington Federation of Agriculture

Comment Summary
<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <p>The Wellington Federation of Agriculture (WFA) has provided comments for the County's consideration as it undertakes its Municipal Comprehensive Review of its Official Plan. The WFA want to underscore the importance of Agriculture and Agriculture Planning, by providing some main areas to be prioritized and addressed within the review.</p> <ol style="list-style-type: none"> 1. Maintain the "Agriculture First" principals that protect and support agricultural uses and normal farm practices. 2. Align definitions and policies to reflect the updated Permitted Uses in Prime Agricultural Areas as defined in the Provincial Policy Statement 3. Prescribe an Agricultural Impact Assessment (AIA) be conducted for all zoning changes for the potential impacts of non-agricultural development on agricultural operations and the Agricultural System, to avoid, minimize and mitigate adverse impacts – i.e. <ol style="list-style-type: none"> a. Settlement boundary expansions b. Aggregate zoning, extraction permits and land rehabilitation standards. 4. Mapping – develop a rationalized, interactive mapping tool for the County to provide current, accurate agricultural information. A consistent and comprehensive mapping tool for Land used under Normal Farm Practices with identified setbacks, like buffers and natural heritage that will not further restrict farmland already regulated under other legislation – i.e. Nutrient Management, MDS 5. Agricultural Systems – <ol style="list-style-type: none"> a. <i>Agricultural Land Base</i> - WFA support ground-truthing of agricultural land use throughout the County, for the consideration of verifying land classes and associated mapping. WFA recognize that a Land Evaluation and Area Review (LEAR) study focuses on identifying Class 1, 2 and 3 land and often overlooks the considerable value of Class 4 through 7. Although Class 4 through 7 are not defined as prime agricultural land, their value for pasture, and other permitted use such as animal/crop house, on-farm worker housing, food processing and farm repair/manufacturing facilities and other diversified or secondary uses should be considered as part of a systematic planning approach in defining <i>Prime Agricultural Areas</i>. b. <i>Agri-Food Network</i> – WFA advocate for planning policies that support the required infrastructure, services, and assets to maintain the viability of the agri-food sector. 6. Wellington County has some of the most fertile and productive land in Ontario. The residential growth within Wellington County has created the economics for increased requests for zoning Land as Secondary Agriculture as a strategy of creating secondary building lots. The rezoning of Agricultural Land should demonstrate Agricultural use, so should therefore be rezoned A2, to retain the Agricultural nature of the land. WFA feel the practice of allowing rezoning to Secondary Agricultural Land should be stopped as the Agricultural use of the land is lost. 7. The complex requirements for housing and transportation infrastructure within agricultural businesses has highlighted the need for flexible on-farm agricultural housing for agricultural workers. WFA ask the County to include within their Official Plan expanded provision for on-farm housing that can become the foundational framework at the municipal building and planning departments.

Wellington Federation of Agriculture

Comment Summary

8. WFA ask for the continued support of minimizing the lot size of the retained residential property within a surplus housing severance.
9. It has often been said that good drainage makes for good neighbours. As adjacent roads, ditches and residential areas develop and change in the rural landscape agricultural considerations and resulting consequences need to be tracked. The importance of the historical knowledge of drainage related activities and disputes are essential in conducting a fulsome future investigation. A County based Incident Repository needs to be created and house issues related to the Drainage Act, as they become particularly important in preventing unintended Agricultural drainage impact and resolution of incidents.

Ontario Stone, Sand & Gravel Association (OSSGA)

Comment Summary

Comments on June 16, 2021 Draft Phase 1 MCR Report

Comments received from the OSSGA provide an overview of the importance of the Aggregate industry in Ontario and a review of the complex policy regime applicable to the industry. The following outlines the key points that OSSGA would like to put forward for consideration by the County during the Official Plan Review:

1. In Wellington County, there are two (2) Provincial Plans that are to be implemented. OSSGA is promoting a simplified approach whereby municipal Official Plans simply reference the appropriate Provincial Plan policy in their OPs when speaking about aggregate policy (see Table 1). This simplified approach should eliminate the confusion that arises from multiple policies with similar, but varying language and ensure that as the Provincial Plans evolve in the future, the aggregate policies in OPs will not be out of conformity.
2. OSSGA is very interested in municipal refinements to the Provincial Natural Heritage Systems (NHS) and would like to understand and discuss your approach. Mineral aggregate policies are closely tied to Provincial NHS and associated mapping to ensure that an appropriate balance between these provincial interests is achieved. Therefore, it is important to OSSGA that any refinements to Provincial NHS mapping be in keeping with criteria released by the Province. Furthermore, it is important that mineral aggregate policies in OPs continue to be tied to Provincial NHS mapping. Therefore, it may be simplest to clearly distinguish Provincial NHS mapping in OPs so Provincial NHS mapping can be directly referenced in mineral aggregate policies.
3. The interrelationship between natural heritage and aggregate resources is a key matter where the specific balance intended by the PPS and Provincial Plans determines how both Provincial interests are met. The list of protected natural heritage features and level of protection (e.g. no negative impact test) that relate to aggregate is required to be consistent with the PPS and conform with applicable Provincial Plans. Going beyond, (more features or higher levels of protection) would not be consistent or conform. This should be kept in mind when preparing aggregate policies relative to natural heritage mapping.
4. Providing clear reasonable mechanisms to permit new and expanded mineral aggregate operations is a critical component to be included in a Municipal Official Plan. Provincial Plans establish where such operations are permitted. Ideally, the Official Plans would conform by also permitting mineral aggregate operations in the appropriate Provincial Plan areas (without any OPA requirement). If an amendment to

Ontario Stone, Sand & Gravel Association (OSSGA)

Comment Summary

the local Official Plan is necessary, then we would recommend that there should not be the additional requirement for a Regional Official Plan Amendment.

5. We also want to understand the approach Wellington County intends to take in order to transition active applications. For example, applications that started under the old Official Plan but remain active or are appealed can lose their status when the new Official Plan comes into effect if not properly addressed in the Repeal By-law.
6. Given the two-year moratorium under Section 22(2.1) and 34(10.0.0.1) of the Planning Act, we want to understand the approach Wellington County intends to take in order to make aggregate available that is consistent with the PPS. If the process to establish a new or expanded mineral aggregate operation is to include the requirement for any OPA (upper or lower tier), then an exception to the moratorium would have to be set out in the policies of the Official Plan. The same should be required for Zoning By-law amendments where new comprehensive zoning bylaws are going to be required to implement the Official Plan.
7. The PPS now includes the explicit requirement to identify deposits of mineral aggregate resources. The Official Plan should clearly identify quality mineral aggregate resource areas (bedrock resources as well as sand and gravel resource areas) on a Schedule that forms part of the plan and is consistent with Provincial resource mapping.
8. The Official Plan should include policy that protects resource areas as well as existing mineral aggregate operations and adjacent lands from incompatible development and activities that would preclude or hinder their expansion or continued use (to be consistent with Policy 2.5.2.4 of the PPS).
9. As per the PPS 2.5.2.1, demonstration of need for mineral aggregate resources shall not be required.
10. The Official Plan should recognize the interim nature of extraction and provide appropriate direction for rehabilitation with pits and quarries. In particular, extraction on prime agricultural lands should be permitted as an interim use with limited exceptions in accordance with the PPS and, rehabilitation is taken into account in assessing negative impact for natural heritage features.
11. Accessory, ancillary and associated uses are to be accommodated (recycling, asphalt and ready mix concrete batching).
12. Wayside pits and portable plants should be permitted without the need for Official Plan amendments or rezoning.
13. The Official Plan should describe and protect a road network to facilitate delivery of aggregate.
14. The provincial jurisdiction for regulation of pits and quarries through the Aggregate Resources Act should be respected and recognized in Official Plans (e.g. regulating depth of extraction and fees).

Ontario Headwater Institute

Comment Summary**Comments on Draft Phase 1 MCR Report (June 16, 2021)**

The Ontario Headwater Institute provided comments to the County to consider through its Municipal Comprehensive Review. These comments ask the County to take a high level path to protect the terrestrial and aquatic integrity of our region. They ask the County to:

1. Ensure conformity in future land use planning to the following section of the Provincial Policy Statement:

2.2 Water

2.2.1 Planning authorities shall protect, improve or restore the quality and quantity of water by:

a) using the watershed as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development.....

2. Ensure that local Land Need Assessments require a watershed or sub-watershed plan to be considered complete, ready for public comment, and to be presented for ratification by Council; and,
3. Recognize that most downstream areas of many of South-central Ontario's watersheds have been intensively developed, creating poor ecological conditions that include reduced and fragmented natural habitat as well as poor water quality and leaving headwater areas as de facto reservoirs of regional forests, wetlands, wildlife, and water quality & quantity. As a result, we ask you to consider special protection for your headwaters areas, as development based on past protocols will probably be inadequate to prevent serious negative cumulative impact to the whole watershed.

Table 2A CENTRE WELLINGTON Public Comments

ID#	Comment Summary
010	<ul style="list-style-type: none"> Interest in expanding the urban centre of Fergus or to develop their rural lands for Country Residential purposes.
017	<ul style="list-style-type: none"> Interest in the Official Plan Review process and desire to develop lands in Fergus at a higher density than previously approved once necessary services are available.
022	<ul style="list-style-type: none"> Request to expand the urban centre of Fergus.
027	<ul style="list-style-type: none"> Request to expand the urban centre of Elora. Comments provide an overview of the property and surrounding context and describes various development scenarios that could be acceptable for the lands in question.
058	<ul style="list-style-type: none"> Request to expand the urban centre of Fergus. The comments included a review of two properties and surrounding context and a review of the applicable policy basis for the inclusion of these properties into the Fergus settlement area. Both requests asked for the lands to be considered through the Official Plan Review process. One of the requests also sought to initiate a private Official Plan amendment to proceed in advance of the Official Plan Review process.
072	<ul style="list-style-type: none"> Overview of number of matters that the County should consider through the MCR including: <ul style="list-style-type: none"> Building complete compact communities that offer the range of services in a dense and compact way. These communities promote a better quality of life, human health and a sense of place. Comments suggest dispensing with the small town feel and planning for well-designed cities. Providing a greater diversity of housing options rather than the single family dwellings. The missing middle form of housing offer better options for addressing the shortage of attainable and affordable housing. Comments also suggest that the County should increase the affordable housing target in the Official Plan from 25% to 35% and promote a better variety of housing options by increasing the Greenfield unit density target from 6.5 units per gross acre to 15 units per gross acre. Comments conclude by suggesting that we need to focus on higher density in our urban centres and avoid endless subdivisions like other communities.
075	<ul style="list-style-type: none"> Request to expand the urban centre of Fergus.

Table 2B CENTRE WELLINGTON Stakeholder Comments

Save Our Water

Comment Summary
<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <p>Members of Save Our Water, provided feedback on the Phase 1 Report- Urban Structure and Municipal Growth Allocations, through participation at our Public Information Centre and through written submissions. The following is a summary of the comments provided:</p> <ol style="list-style-type: none"> 1. The County has hired a consultant for a high level water and wastewater analysis of the urban areas and that this analysis is now done. If I heard this correctly, then I am puzzled why this analysis did not raise the Significant Risk identification of Centre Wellington's water as a factor regarding growth allocation to this urban area. Certainly the sustainability of Centre Wellington's future water sources should be a consideration. Would you please elaborate on this high level analysis? 2. Would you please explain how this [the municipal growth allocations] fits with the County Source Protection Policy that says "The County shall take into consideration water quantity through the Tier 3 Study when allocating projected growth". How does this new policy factor into the decisions? Is the Watson team familiar with this policy? <p>I understand that for practical purposes a major consideration has to require that a municipality has a water and wastewater system and is not on private wells and septic's, and that these criteria mean that some municipalities will receive higher growth allocation. And so for these reasons it is reasonable to assume that additional growth will be allocated to Fergus and Elora, along with the water requirements to service that growth, despite the risk to the water system as is identified with Tier 3 risk assessment.</p> <p>It seems to me that Wellington County is being put in an impossible situation – being required to allocate growth numbers to 2051 when you can't ensure there can be water infrastructure and source to service that growth, and being required to follow the new Source Protection policy, approved by the County, that requires that you take Tier 3 water budgets into consideration.</p> 3. The draft Watson allocation of growth to Centre Wellington poses a considerable challenge to the township. It is difficult to put this new target together with Centre Wellington's Water Supply Master Plan, which concludes on page viii: <p>"It is recommended that implementation of the preferred solution commence immediately with replacement of the F5 and F2 wells in Fergus. This timeline is based on determination of the WSMP that firm capacity of the existing system is approximately equal to the anticipated 2019 maximum day demand."</p> <p>Here is the WSMP report: RPT-2019-07-05-CW WSMP Draft-60565830 (5.54 MB) (pdf) Conclusions are in the Executive Summary and the timeline for new water on page 120. Projects that required implementation in 2020 and 2021-2 are currently in the investigation stage.</p> <p>This immediate (2019) need for new wells is not what the township had anticipated when the 2041 targets were set in 2016. This means that the township is starting out now in 2021 with the goalposts farther away than they were in 2016 when the first targets were set.</p> <p>The attached third party report, issued June 10, 2021, presents data and issues related to Centre Wellington's serviced population and water supply in 2020. It also shows 4 and 5 year trends back to and including 2016. The report reinforces the imminent need for new water sources. I hope you will find it helpful that the water system analysis is translated throughout into numbers of residents and housing</p>

Save Our Water

Comment Summary

units. I should add that this spring the Fergus well F1 underwent successful rehabilitation, which adds more capacity to this well than is reported.

Members of the Public with Heritage Concerns

Comment Summary

The County has received multiple submissions regarding the need to protect and conserve cultural heritage resources in Elora/Salem and Fergus. The following is a summary of the comments provided in the first submission.

- Comments provide a detailed overview of the legislation and Provincial policies applicable to the protection and conservation of cultural heritage resources in Ontario.
- Comments suggest that the County has not demonstrated, at this time, how it will manage intensification in delineated built-up areas to ensure that the cultural heritage protection requirements under the Planning Act, Provincial Policy Statement and Growth plan are met.
- Comments suggest a separate target applicable to the settlement areas of Fergus and Elora be provided or alternatively a restriction for intensification in the Fergus & Elora Heritage areas be implemented.
- Comments request that specific information be provided which demonstrate how the proposed intensification targets support and maintain the unique cultural heritage resources that exist and how the target is in compliance with applicable legislation and policy.
- Comments request a copy of the phase 1 report to be provided in a PDF format.

The following is a summary of the comments provided to the County through a second submission.

- Comments provide a detailed overview of the applicable legislation and Provincial policies applicable to the protection and conservation of cultural heritage resources.
- Comments provide an interpretation that the heritage areas in Fergus and Elora constitute a constraint recognized by the Planning Act, Provincial Policy Statement and Growth Plan that must be considered in the development of healthy and sustainable communities.
- Comments indicate that the County has not completed necessary technical studies or public engagement necessary to justify growth targets in Fergus and Elora heritage areas in accordance with applicable legislation and policies related to cultural heritage protection.
- Comments indicate that at the recent Special Meeting of Council on June 29, 2021, County Staff did not demonstrate how applicable legislation and policies related to cultural heritage resource conservation and protection were addressed.
- Comments conclude with a request for an explanation from County of when then next public engagement session will be to explain how the County plans to address applicable legislative and policy requirements for the protection of cultural heritage resources.

Table 3 ERIN Public Comments

ID#	Comment Summary
002	<ul style="list-style-type: none"> Comments asking if Secondary Agricultural residential severance policy will change the March 1, 2005 date to allow an additional residential severances off properties that have been severed past this date.
026	<ul style="list-style-type: none"> Submission provides a review of recent Provincial policy changes and their implications on land need and growth management in the Town of Erin. The comments provide a summary of key trends and issues which the County should consider as part of their Official Plan Review process. These include: <ul style="list-style-type: none"> The new market based approach used for growth forecasting analysis and the ability plan higher than the 2051 forecast, The impacts of Covid-19 on the market and trends of out migration from the GTHA, The demand for ground related housing and the increase in demand in Erin once infrastructure upgrades are completed, and Impacts on employment and an increasing demand for centrally located employment areas such as Erin.
026	<ul style="list-style-type: none"> Request to expand the Erin Village urban centre. Comments building on the previous submission (above) and included a review of the soil composition of the lands and their limitations for farming, as well as a review of existing development in the area and opportunities to logically extend the Erin village boundary. Comments conclude with a recommendation that given the extension of the growth horizon to 2051 it is a reasonable time to include these lands in the settlement area of Erin.
028	<ul style="list-style-type: none"> Request to expand the hamlet of Ospringe.
061	<ul style="list-style-type: none"> Comments asking if Secondary Agricultural residential severance policy will change the March 1, 2005 date to allow an additional residential severances off properties that have been severed past this date.
071	<ul style="list-style-type: none"> Request to convert lands from a prime agricultural to a secondary agricultural Official Plan designation through the Municipal Comprehensive Review.

Table 4 GUELPH/ERAMOSIA **Public Comments**

ID#	Comment Summary
001	<ul style="list-style-type: none"> Request to expand the hamlet boundary of Ariss.
003	<ul style="list-style-type: none"> Landowner interest in re-designating lands from Prime Agricultural to Rural Employment Area through the Municipal Comprehensive Review.
030	<ul style="list-style-type: none"> Request to expand the urban centre of Rockwood. Comments sought more details about the necessary steps needed to bring the lands into Rockwood Settlement area.
041	<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <ul style="list-style-type: none"> Request to expand the urban centre of Rockwood. Comments provide an overview of the area and rationale for the inclusion of the subject lands in the settlement area of Rockwood. Comments highlight existing infrastructure to service the lands and a logical extension of the existing boundary.
062	<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <ul style="list-style-type: none"> Inquiry about how the Phase 1 Report addresses growth in the County's hamlet areas and interest in adding lands to the hamlet area of Ariss.

Table 5 MAPLETON **Public Comments**

ID#	Comment Summary
020	<ul style="list-style-type: none"> Request to expand the hamlet boundary of Wallenstein.
033	<ul style="list-style-type: none"> Request to expand the urban centre of Drayton.
033	<p>Comments on Draft Phase 1 MCR Report</p> <ul style="list-style-type: none"> Comments were provided in support of Settlement Area boundary expansion request for Drayton. The information provides a high level review of the forecasted population and housing growth in Township. The Comments conclude raising concerns about the amount growth allocated to the Township and suggests that it can accommodate more based on future servicing upgrades.
055	<ul style="list-style-type: none"> Request to expand the urban centre of Moorefield expanded.
069	<ul style="list-style-type: none"> Inquiry in to the potential to expand the hamlet boundary of Alma.

Table 7 MINTO Public Comments

ID#	Comment Summary
055	<ul style="list-style-type: none"> Request to expand the urban centre boundary of the Harriston.
068	<ul style="list-style-type: none"> Request to expand the urban centre boundary of Harriston. Comments provided an overview of factors that make the lands in question a good candidate to be added including proximity to municipal services, road frontage and utilities.

Table 8 PUSLINCH Public Comments

ID#	Comment Summary
006	<ul style="list-style-type: none"> A request for the consideration of a severance in the Prime Agricultural Official Plan designation.
008	<ul style="list-style-type: none"> A request to consider the re-designation of two rural properties to a Rural Employment Area Official Plan designation.
014	<ul style="list-style-type: none"> Comments regarding matters the County should consider through the Official Plan Review include: <ul style="list-style-type: none"> The growth that has been forecasted for Puslinch is inadequate and does not present a viable growth scenario for the Township. Updated forecasts should present a more balanced and fair approach. County projections forecast a stagnant growth scenario for Puslinch. It is understood that Puslinch is constrained due to the fact there are no existing municipal services and that provincial policy limit County staff and Council. However, development in certain areas of Puslinch on private or communal services have been successful in the past and should continue to be supported. There are existing policies in the County Official Plan that must be modified particularly, the 1 km buffer policy to city limits. This policy is arbitrarily applied and should be considered on a case by case basis. Policies and mapping related to the Agricultural System and Natural Heritage System mapping of the Province, should be evaluated. Previous LEAR studies completed by the County, and approved by OMAFRA, reflected a more tailored approach reflective of the nuances of Puslinch. Comments provide several recommendations for the County to consider during the Official Plan Review including: <ol style="list-style-type: none"> The lands currently designated as secondary agricultural north of Audrey Meadows subdivision in Puslinch should be designated as part of a settlement area and applicable settlement areas policies should apply to these lands. The lands surrounding, not included in a settlement area, should retain the secondary agricultural designation and the Greenland features should be refined based on ground truthing. Section 10.4.4 consent policies should be revised to reflect the current date.

ID#	Comment Summary
014	<p data-bbox="263 214 928 243">Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <p data-bbox="263 260 716 289">Comments raised concerns related to:</p> <ul data-bbox="263 310 1468 1470" style="list-style-type: none"> <li data-bbox="263 310 1468 487">• The timing of the County’s phase 1 report release in relation to its June 23, 2021 Public Information Centre and June 29th, 2021 Special Meeting of Council. Comments indicate that there was inadequate time to review and comment on the Phase 1 report prior to these meetings being held. Comments indicate that the process failed to meet the legal requirements under section 26 of the Planning Act and request further public consultation. <li data-bbox="263 508 1468 646">• The County’s approach to mapping and identifying rural settlements in the proposed urban structure. Comments provided preliminary feedback that suggest the County’s approach was not in conformity with the existing Official Plan, is selective and not comprehensive. Comments request that Audrey Meadows be included in mapping identifying Rural Settlements. <li data-bbox="263 667 1468 915">• The growth that is contemplated for Puslinch is extremely limited and to be facilitated primarily through rural severances. Comments suggest that the County should consider infilling/ rounding out opportunities in existing rural settlement areas as an alternative to severance growth. Comments highlight that the that landowner’s property represents a perfect opportunity for accommodating new growth which would have limited impacts on agricultural and the natural environment. Comments concludes by urging the County to not undermine the growth opportunity that is present on these lands. <li data-bbox="263 936 1468 1113">• The proposed urban structure and re-classification of Morriston and Aberfoyle to Secondary Urban Centres; and the re-classification of Rural Settlement areas to only include existing hamlets. These changes would leave Puslinch with limited opportunities for future growth. The comments indicate that the growth management component of the report for Puslinch is lacking. <li data-bbox="263 1134 1468 1310">• The County’s approach to rural growth opportunities in Puslinch. The County has not evaluated neighbouring municipal approaches to growth in the rural area that would permit the type of development being proposed by their client. These policy approaches recognize the character of the rural landscape and provide a policy framework to allow for limited, appropriate growth. Comments encouraged County staff to review these other approaches. <li data-bbox="263 1331 1468 1470">• The primary means of future growth in Puslinch being consents. These opportunities will be less than historical numbers due to the Provincial Agricultural and Natural Heritage System being implemented. Comments outline how an expansion to the Audrey Meadows subdivision is superior to single rural consents, in terms of servicing and impacts to the community. <p data-bbox="263 1491 1435 1591">Comments concluded with an overview of the merits of the Audrey meadows subdivision proposal and a request to allow rural settlements to include areas like Audrey Meadows; and to allow for minor infill and rounding out options to continue to be allowed.</p>
015	<ul data-bbox="263 1621 1468 1724" style="list-style-type: none"> <li data-bbox="263 1621 1468 1724">• Comments submitted were related to the Secondary Agricultural residential severance policy. Particularly, if the Official Plan Review will result in a change to the March 1st, 2005 date to allow an additional residential severances off properties that have been severed past this date.

ID#	Comment Summary
024	<ul style="list-style-type: none"> Comments submitted on behalf of the landowner, regarding refinements of the Provincial Agricultural System and its impact on several aggregate properties in the Township of Puslinch. Comments provided an overview of the properties and an analysis of the topography and soil composition of the site. A recommendation was provided that the secondary agricultural designation apply to these lands as they do not reflect prime agricultural lands.
031	<ul style="list-style-type: none"> Request to expand Morriston urban centre.
037	<ul style="list-style-type: none"> Comments submitted were related to the Secondary Agricultural residential severance policy. Particularly, if the Official Plan Review will result in a change to the March 1st, 2005 date to allow an additional residential severances off properties that have been severed past this date.
038	<ul style="list-style-type: none"> Landowner interested in having their rural lands “rezoned” to another land use that would allow the best use of the lands possible for the County and Township. Comments suggested residential, employment or aggregate as possible long term uses of the lands.
039	<ul style="list-style-type: none"> Request to expand Aberfoyle urban centre. Comments provide an overview of the Provincial initiative to expand the Greenbelt and its impacts on Puslinch. Comments provided a rationale why the proposed expansion of Aberfoyle makes sense for the County.
064	<ul style="list-style-type: none"> Comments submitted were related to the Secondary Agricultural residential severance policy. Particularly, if the Official Plan Review will result in a change to the March 1st, 2005 date to allow an additional residential severance off properties that have been severed past this date.

Table 4 WELLINGTON NORTH Public Comments

ID#	Comment Summary
21	<ul style="list-style-type: none"> Request to convert Industrially designated lands to Residential in the settlement area of Mount Forest.
034	<ul style="list-style-type: none"> Request to have property in Arthur considered for a severance through the Municipal Comprehensive Review Process. The lands are currently designated Future Development in the County of Wellington Official Plan. Comments provide a brief overview of the property and rationale for severance.
073	<ul style="list-style-type: none"> Request to have lands in Arthur re-designated from a Future Development to a Highway Commercial Official Plan designation.
040	<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <ul style="list-style-type: none"> Comments submitted on behalf of the Landowner requesting to have their lands included within the Settlement Area of Arthur. Comments provide an overview of the property including agricultural capabilities, proximity to existing services and limited natural constraints on site. Comments also reviewed the added flexibility added in the new land needs assessment methodology for the Greater Golden Horseshoe and the impacts Covid-19 have had on growth in the area. Comments conclude with an opinion that there is ample justification to include the subject lands in the Settlement area of Arthur.
066	<p>Comments on June 16, 2021 Draft Phase 1 MCR Report</p> <p>Comments submitted, on behalf of the landowners, raised questions about certain conclusions reached in the phase 1 report and approaches taken in certain parts of the analysis. The comments provided were detailed and fall within the following topic areas:</p> <ul style="list-style-type: none"> market analysis – short-term vs long-term outlook potential addition of the Greenbelt lands within southern Wellington County may limit growth in southern Wellington County allocation of growth to urban centres versus rural areas differences in housing forecast versus purely demand-based forecast allocation by urban centre within Wellington North needs to reflect servicing plans and proximity to large urban areas shortfall in supply relative to demand from County’s proposed OP review <p>Contained with the comments were specific questions seeking further clarification regarding aspects of the County’s analysis. These include:</p> <ul style="list-style-type: none"> We would like to understand the nature of the adjustments (made to the housing propensity analysis), and whether these actually fulfil the requirements in the Land Needs Assessment Methodology to account for market demand to the extent possible. We would ask the County and their consultants for data and supporting documentation to help us understand the quantitative nature of the adjustments made for ‘planning policy’, ‘housing affordability’ and ‘development pipeline’. (Related to adjustments made to the housing propensity analysis)

ID#	Comment Summary
066	<ul style="list-style-type: none"><li data-bbox="261 178 1356 247">• Can the County provide information for why the allocation to Mount Forest in the Phase 1 report is significantly larger than in the Township’s Community Growth Plan?<li data-bbox="261 262 1356 331">• We would like to request that the Phase 2 report provides as much detail as possible on available supply in the County and its lower-tier municipalities.

Appendix B

Summary of Virtual Special Meeting of County Council Meeting (June 29th, 2021)

Wellington County Official Plan Review
Virtual Special Meeting of Council Summary – June 29, 2021

Wellington County Official Plan Review Virtual Special Meeting of Council - Meeting Summary

Background

The County of Wellington is currently reviewing its Official Plan (OP) to complete a Municipal Comprehensive Review (MCR) and a 5-year review of its Official Plan as specified under Section 26 of the *Planning Act*. An MCR is part of the OP review process. It establishes a long-term vision and planning framework for a municipality that fosters a sustainable approach to future residential growth and economic development. The County is doing this to prepare for additional population and employment growth and ensure that the updated OP supports healthy, compact and complete communities in Wellington as directed through A Place to Growth: Growth Plan for the Greater Golden Horseshoe.

On June 29, 2021, County Council and Staff engaged with community members at a Special Meeting of Council, to learn and discuss areas of community interest that should be reviewed through the Official Plan Review. This meeting is required under Section 26(3)(b) of the *Planning Act*.

Meeting Promotion

Public notice regarding the Virtual Special Meeting of Council was published two times through the Wellington Advertiser in accordance with Section 26(4) of the *Planning Act*. Notice was given once in the May 6, 2021 issue and a final time in the May 13, 2021 issue. The meeting was also promoted through the County's social media platforms to raise awareness.

Members of the public who wished to join the Virtual Special Meeting of Council were required to register in advance with the County Clerk's Department. Individuals could also join the meeting by calling in by phone.

Meeting Overview

The virtual Special Meeting of Council was held on June 29, 2021, with a purpose to:

- Provide information on the Official Plan review process; and
- Offer an early opportunity for the public to provide input on topics that should be considered through the Official Plan Review.

The meeting presentation was publicly posted in advance on the County of Wellington's Official Plan Review website Plan Well to allow participants the opportunity to review beforehand or follow along if they joined the meeting by phone. In total, 14 members of the public registered for the meeting.

The Chair started the meeting with an introduction and overview of the agenda and process for asking questions. Aldo Salis (Director of Planning at the County of

Wellington County Official Plan Review
Virtual Special Meeting of Council Summary – June 29, 2021

Wellington) provided introductory remarks and a brief context to the County's Official Plan Review process. Sarah Wilhelm (Manger of Policy Planning at the County of Wellington) delivered a presentation on the following topics of the Official Plan Review:

Live Well

- Complete and Healthy Communities
- Housing
- Consultation and Coordination

Grow Well

- Growth Management
- Transportation

Sustain Well

- Agricultural and Rural Areas
- Climate Change
- Natural Heritage, Flooding and Water

Following the presentation, the meeting Chair opened the meeting to the public and members of Council to receive feedback and comments. A summary of the discussion is provided in the following section.

What We Heard

The following key themes were identified in submissions received from members of the public who deputed during the Special Meeting:

- A deputant identified that Centre Wellington has already accommodated much of the County's growth and that community resources and facilities (such as water supply, community centres, seniors housing, etc...) are becoming increasingly stressed.
- A deputant identified they had submitted a letter on behalf of multiple landowners in support of expanding urban settlement boundaries.

The following key themes were identified through the Special Meeting of Council during general discussion between Councillors and staff:

- Allocation of growth should be mindful of local capacity for services to accommodate it
 - Broadly there were concerns about the speed of growth and the impact this is having on community services across the County.
 - One Councillor identified the desire to see more growth allocated to Mapleton in response to planned infrastructure improvements to support water supply and wastewater servicing.

Wellington County Official Plan Review
Virtual Special Meeting of Council Summary – June 29, 2021

- Desire to see a greater diversity of housing mix, including fully accessible housing types. A concern was identified regarding the size of new residential units.
- Concerns were raised regarding the Secondary Settlement Area designation of Aberfoyle and Morriston, and the Agricultural System and Candidate Areas in Puslinch – concerns focused on limited control the County has over these areas.

Staff also responded to questions raised during the meeting. Questions are marked by a 'Q', and answers are marked with an 'A'.

Questions from Members of the Public

Q: I understand that the County has completed a request for submissions related to Employment Area conversions. Will the County be requesting a settlement area expansion as well?

A: The County's consultants are currently working on the land need assessment. This will provide an overview of land needs in the County. Submissions will be requested later for proposed urban boundary expansion where a process will be developed to review and evaluate those requests.

Questions from Councillors

Q: Can you clarify the introductory comments on the Official Plan's local conditions and needs?

A: The County Official Plan provides policies which respond to unique local circumstances (e.g Mennonite transportation). All decisions made through the Official Plan Review will comply with Provincial policy. Provincial approval is required for these local conditions and needs policies.

Q: There is an existing Town of Erin OP policy related to commercial water bottling facilities. Will the County be developing any specific policies related to commercial water takings as part of the MCR?

A: If Council has an interest in staff developing policies related to commercial water takings we can investigate that further. This may be a challenge give case law on the subject.

Q: What are the implications of water and wastewater limitation on the growth the County will be allocating to municipalities?

A: County staff are currently working with an engineering firm to assess the capacity of municipal infrastructure and identify any critical issues.

Q: The Ministry of Seniors and Accessibility indicates that a mix and variety of housing includes accessible housing. How do we require this type of housing?

Wellington County Official Plan Review
Virtual Special Meeting of Council Summary – June 29, 2021

A: Accessibility legislation is generally applicable to public sector developments. The Provincial Policy Statement provides an enabling framework to municipalities to facilitate the mix of housing options. County staff can review this matter further to determine what our options are.

Q: What is a candidate area?

A: Candidate areas exist where we have Secondary Agricultural designations already. This includes Puslinch, Erin and Minto. The areas identified as Prime Agricultural in our Official Plan will remain as Prime Agricultural.

Q: What is the County's Plan for addressing deficiencies identified through municipal master plans that don't align with the growth allocations produced by the County?

A: County staff have been working closely with Centre Wellington and the Risk Management Official regarding growth and services in Centre Wellington. The servicing issues that have been identified in Centre Wellington are related to water infrastructure as opposed to a lack of water supply.

Q: The Haudenosaunee declared a moratorium on development in the Haldimand Tract. What is the County's Plan to respond to this moratorium?

A: We plan to prepare an Indigenous engagement guide to outline our approach to Indigenous engagement as part of the Official Plan review process. Broadly, the moratorium on development is a legal question.

Appendix C

Summary of Virtual Public Information Centre (June 23rd, 2021)

Wellington County Official Plan Review
Virtual Public Information Centre #1 Summary – June 23, 2021

Wellington County Official Plan Review
Virtual Public Information Centre (PIC) Meeting Summary
Prepared by LURA Consulting

Background

The County of Wellington is currently reviewing its Official Plan (OP) to complete a Municipal Comprehensive Review (MCR) and a 5-year review of its Official Plan as specified under Section 26 of the [Planning Act](#). An MCR is part of the OP review process. It establishes a long-term vision and planning framework for a municipality that fosters a sustainable approach to future residential growth and economic development. The County is doing this to prepare for additional population and employment growth and ensure that the updated OP supports healthy, compact and complete communities in Wellington as directed through [A Place to Growth: Growth Plan for the Greater Golden Horseshoe](#).

In June 2021, the County engaged community members to gather public input on the Draft Phase 1 MCR Report. The draft Phase 1 Report focuses on a proposed Urban Structure and Growth Analysis for the County of Wellington and is the topic of this consultation. A draft Phase 2 Report focusing on Urban Land Needs and Policy Recommendations will be released in Fall 2021 for further consultation.

Phase 1 consultations included:

- A Virtual Public Information Centre (PIC) on June 23, 2021
- A Special Meeting of the County of Wellington Council on June 29, 2021
- A project email planwell@wellington.ca to accept written feedback from June 23 to July 16. Written feedback was also accepted by mail.

Meeting Promotion

Members of the public who wished to join the Virtual (PIC) were required to register in advance. Individuals could also join the meeting by calling in by phone.

A public notice regarding the Virtual PIC was published through the Wellington Advertiser two weeks before the meeting. The meeting was also promoted through the County's social media platforms to raise awareness.

Wellington County Official Plan Review
Virtual Public Information Centre #1 Summary – June 23, 2021

Meeting Overview

The Virtual PIC was held on June 23, 2021, with a purpose to:

- Introduce the OP review process
- Present preliminary findings of the Phase 1 MCR
- Gather and answer any questions participants may have about the Phase 1 MCR.

The meeting presentation was publicly posted in advance on [the County of Wellington's Official Plan Review website Plan Well](#) to allow participants the opportunity to review beforehand or follow along if they joined the meeting by phone. **In total, 43 participants joined the meeting.**

Jim Faught (Facilitator from LURA Consulting) started the meeting with an introduction and overview of the meeting agenda. Sarah Wilhelm (Manager of Policy Planning at the County of Wellington) provided introductory remarks and a brief context to the County's Official Plan review process. Jamie Cook (Partner at Watson & Associates) delivered a presentation on the following topics of the OP Review:

- Policy Context and Growth
- Urban and Rural Systems
- County wide Population and Growth Forecasts
- Municipal Population and Housing Growth Forecasts
- Employment Forecasts

Jim Faught facilitated a discussion to receive feedback and comments from members of the public. A summary of the facilitated discussion is provided below.

What We Heard

Residential Growth Forecast

Participants were asked the following questions to prompt discussion:

- What are your thoughts on the population growth allocation shares by location?
- What types of housing should the County focus on promoting to achieve its population targets?
- Which settlement and built-up areas should the County focus on encouraging higher density housing (e.g. apartments), and how can they be integrated into existing and new communities?

Generally, participants did not respond directly to the prompting questions, instead they asked questions to the project team. The questions and answers related to the Residential Growth Forecasts are included as follows. Questions are marked by a 'Q', and answers are marked with an 'A'.

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Q: Does the forecast include only new residents moving in? Or does it also include the approximate projected population growth from birth rates?

A: Growth from birth rates is being taken into consideration. The County estimates growth using the Cohort Survival Projection Method, which primarily looks at the net migration plus natural increase (or sometimes decrease). Since the County's population is aging and the birth rate has only rebounded to some extent, the natural increase is still relatively low. The County would need to rely more on net migration from surrounding areas as a source for population growth.

Q: There is currently an overall concern about housing affordability, and many local residents have commented that certain areas of Centre Wellington are built "for the rich". How will housing issues be mitigated to ensure there is sufficient mixed housing at affordable rates? With lower-paying jobs becoming more prevalent, how can we expect people to work and live in the County if it is not affordable to do so?

A: The Provincial Policy Statement requires the County to set targets through the OP related to affordable housing. The County aims to ensure a broader selection of housing types among all levels of housing density options. However, this focus has created a shift in demand towards higher-density housing options. More work needs to be done to examine how housing is broken down by tenure, such as the demand for rental housing versus ownership housing.

It is also important to explore various tools and incentives to achieve a greater supply of affordable housing. Although the County has a significant role and responsibility in housing affordability, affordability is complex. Some issues may be beyond the County's control when it comes to delivering affordable housing and controlling housing prices. The County has completed an attainable housing study with a task force looking at implementing some of the recommendations of that work. Overall, the County recognizes this as an important issue.

Employment Growth Forecast

Participants were asked the following questions to prompt discussion:

- What are your thoughts on the employment growth allocation shares by location?
- What policy enhancements are required to strengthen the County's ability to accommodate employment uses/sectors associated with structural changes in an evolving economy?
- Are the County's employment and economic Official Plan policies favourable when compared to competing municipalities in the surrounding area? If not, what would make the County's policies more competitive?

Generally, participants did not respond directly to the prompting questions, instead they asked questions to the project team. The questions and answers related to the Employment Growth Forecasts are included as follows. Questions are marked by a 'Q', and answers are marked with an 'A'.

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Q: As professionals are leaving the GTA and looking for housing outside of the City, why are we not targeting some business professionals or types of employment? For example: technology/software/engineering/etc.

A: The County is looking to accommodate a shift towards a more knowledge-based sector. Several sub-sectors have been identified under the employment land category to support that shift. Apart from industrial-type jobs, employment areas would also include office-type development, which can accommodate knowledge-based sectors. This would likely take the form of multi-tenant small-scale offices, which may increase over time as the market dictates.

Q: We moved here during the pandemic to a smaller community and greener spaces. How will the County refactor employment estimations due to the pandemic's acceleration of distributed workforce workers in the community? Especially for those who work from home?

A: The County is expecting to see a strong rate of growth post-pandemic. There will likely be continued opportunities to work from home and for remote learning. Many industries are pivoting towards a hybrid model of work; however, the County still expects to see on-site office setting employment.

Although the trends for work from home may increase, it can be complicated to track how many people work from home. Even if someone works from home a few days a week under the hybrid mode, they would still be counted as working full time in their office by the census. The County acknowledges that the hybrid model may become more common post-pandemic.

Q: Is there a breakdown of the type of employment that we're targeting?

A: The County classifies employment by sector (industrial, commercial, and institutional) then breaks these down into sub-sectors such as manufacturing, constructing, retail, etc.

The focus of employment allocation is to take a high-level look at these sectors and subsectors and allocate them into more detailed categories related to the land use requirements they need. These employment categories are usually population-related, such as urban employment lands employment and rural employment. The County follows a series of requirements prescribed in the land use assessment methodology to determine these categories.

Q: Mapleton employment is expected to grow at a faster rate than other areas. Why is there not a larger population growth target allocated to Mapleton? Are historical growth rates the primary driver in determining future growth targets? It seems like many built-up areas have had servicing constraints, which halted growth in some of the smaller built-up areas.

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Virtual Public Information Centre #1 Summary – June 23, 2021

A: Urban settlement areas usually have a boundary that can constrain growth due to the surrounding environment, such as being around agricultural land. Land supply was assessed to determine the growth target. There is a lot of mixed employment in Mapleton, including the agricultural sector, rural-based employment, and employment within the urban settlement areas.

General MCR process

Participants raised other questions and comments related to the OP Review and MCR process.

Q: The Township of Centre Wellington's water is identified by The Centre Wellington Tier 3 Water Budget Study as being at significant risk. This presents a limited growth situation due to the uncertainty of the water source. Centre Wellington cannot estimate its capacity for future growth in the next few years. How can growth be targeted to the County of Wellington when water needed to support that growth is uncertain and unsustainable?

A: In terms of long-term projections, growth is broadly driven by many macroeconomic factors. From a servicing standpoint, it is important to identify potential issues that could constrain growth in the long term and address them accordingly. The County is looking into servicing issues as they work through the MCR; however, the County currently has not identified a constraint on growth due to water or wastewater servicing. There will be more opportunities to monitor this 30-year growth process since the Official Plan will be updated in the next 10 years. The County has been actively working with the Township of Centre Wellington, and they have been part of the County's technical team on this matter.

Q: How accurate had previous Official Pan projections been for the current 2020/21 years?

A: It has been quite accurate so far, with 2016 being slightly lower than projected. There was an economic downturn during 2008/9, which affected growth. Now the County is seeing growth accelerating and catching up to the expected growth target set for 2021. Employment is a more difficult factor to track, but it should also be relatively close to current projects.

Q: Does the County have incentives for tech companies to come to Wellington County? Especially when competing with areas like Waterloo and Kitchener?

A: This question would be taken back to the County to inquire with economic development staff. The project team is currently unaware of specific strategic plans and will bring this topic back for further discussions.

Q: Are there any plans to expand the Guelph/Eramosa urban boundary?

A: It is premature to discuss expansion as the current focus is on the Phase 1 report, which focuses on County-wide population, employment and housing. The report does

Wellington County Official Plan Review
Virtual Public Information Centre #1 Summary – June 23, 2021

not go into the specifics of urban land needs. The project team has some preliminary understandings but still needs to wait for a later process when more information is available to provide an accurate answer.

Q: Does the County have any intention to support the Wastewater Treatment Plan in Erin? If so, how much?

A: Currently, the County has no intention to support the Wastewater Treatment Plant, as it is a local municipal responsibility.

Q: How is community water, wastewater, hydro, natural gas and broadband capacity, or ability to service being considered into population growth allocation by location?

A: The County has retained a consultant to conduct high-level municipal servicing analysis. There are no results to share on that analysis yet. The County's current main focus is on water and wastewater service. The Phase 1 Report has also been circulated to hydro, natural gas and other service providers to provide input and feedback.

Q: Are there any plans for the County to take over water or wastewater services? Could cost be reduced if the County took over these services? This is one of the major concerns for Erin residents as the cost is very high.

A: Counties are structured differently than regional government, as in they are not involved with water and wastewater servicing. Reducing cost is currently not under consideration, but the County understands that it is a concern for Erin residents.

The Association of Ontario Municipalities provides a helpful guide to understanding the differences between County and Regional government structures and their associated responsibilities. Learn more at <https://www.amo.on.ca/about-us/municipal-101/ontario-municipalities>

Written Feedback

Following the meeting, the County of Wellington received **20 submissions by email**. The following key points were raised through written feedback:

- Concerns regarding sufficient housing to support a growing population, particularly as the County continues to see regional migration from the core of the Greater Golden Horseshoe to the edges.
- Concerns regarding sufficient water infrastructure and sustainable water supply to service the projected population growth (including considering the risks outlined in the Tier 3 water Budget Study).
 - Concerns were also noted regarding the importance of conducting the OP review considering the impact of growth on watershed and sub-watersheds, natural heritage systems, hazardous lands, and climate change.

Wellington County Official Plan Review
Virtual Public Information Centre #1 Summary – June 23, 2021

- Agricultural systems and agricultural impact assessment should be prioritized in the OP review since future population growth and developments may negatively impact and pose risks to agricultural land loss.
- Suggestion that there could be more considerations and emphasis in the MCR on the Growth Plan policies concerning servicing rural settlements.
- Interest in the County's plans regarding whether urban boundaries will be expanded or not.
- Concerns about lower growth targets and few existing or future Settlement Areas to accommodate growth, and how this will impact the future of these municipalities. Specifically, concerns were raised about targets for Puslinch, Morriston, and Mapleton.
- Suggestion to allow limited growth in rural settlements and clusters that are mapped as part of the Agricultural Area to create opportunities to round out these settlements and allow some limited infilling. Precedents from the Town of Halton Hills (Rural Cluster Areas), the Township of Woolwich (Rural Residential Settlements and Service Settlements), and the Town of Caledon were identified.
- Significant hazard lands were identified for areas within the County presenting lost intensification opportunities that would need to be accommodated elsewhere.

The County of Wellington has documented details included within each of the written submissions for consideration as the Official Plan review progresses.

Additionally the following questions were identified in the written feedback for clarification:

Q: Will archaeological studies or fieldwork will be conducted for the OP review?

A: At this time the County is not intending to conduct a archeologic study as part of the Official Plan Review process. These studies, were deemed necessary, would be carried out at a more site specific level (i.e. through a secondary planning process or site specific development application).

Wrap Up and Next Steps

Jim Faught of LURA Consulting provided participants with the project team's contact information for any additional feedback and wrapped up the meeting. Members of the public can contact the project team by email or by phone at:

Contact	Sarah Wilhelm, Manager Policy Planning
Phone	519-837-2600 ex 2130
Email	planwell@wellington.ca
Mailing Address	ATTN Planning Department 74 Woolwich Street Guelph, ON N1H 3T9



Grand River Conservation Authority

Summary of the General Membership Meeting – September 24, 2021

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

Action Items

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

- Exception request to MECP for term limits and rotation of Chair and Vice-Chair positions
- GM-09-21-65 - Financial Summary
- GM-09-21-67 - Foundation Member Appointment
- GM-09-21-C10 - Land Disposition - Guelph/Eramosa Township (closed agenda)

Information Items

The Board received the following reports as information:

- Minutes of the Ad-Hoc Conservation Authorities Act Committee - September 9, 2021
- GM-09-21-64 - Budget 2022 Draft #1
- GM-09-21-68 - Budget 2022 Draft #1 - General Municipal Levy Apportionment
- GM-09-21-63 - Cash and Investment Status
- GM-09-21-66 - Current Watershed Conditions
- GM-09-21-C11 - Update on Lands Declared Surplus - City of Guelph (closed agenda)

Correspondence

The Board received the following correspondence:

- Niagara Peninsula Conservation Authority - Pollinator Species Resolution

Delegations

The Board heard from the following delegations:

- John Kemp – Giant Hogweed

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board

Correspondence

The SPA Board received the following correspondence:

- Lake Erie Region Source Protection Committee - Submission of Revised Grand River Assessment Report and Source Protection Plan

Action Items

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

- SPA-09-24-01 Submission of the Revised Updated Grand River Source Protection Plan

For full information, please refer to the September 24, 2021 Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on October 22, 2021.

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

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE
MEETING MINUTES
TUESDAY SEPTEMBER 21, 2021 @ 7:00 PM
ARTHUR OPTIMIST PAVILION**

Committee Members Present:

- Lisa Hern, Councillor, Chair
- Al Rawlins, Lions Member
- Glen Cheyne, Lions Member
- Wayne Horton, Lions Member

Committee Members Absent:

- Steve McCabe, Councillor, Member

Staff Members Present:

- Matthew Aston, Director of Operations
- Mandy Jones, Community Recreation Coordinator
- Michael Givens, Chief Administrative Officer
- Catherine Conrad, Deputy Clerk

Lions Club Member Present:

- Phillip Wilman

CALLING TO ORDER

Chairperson Hern called the meeting to order.

ADOPTION OF AGENDA

RESOLUTION ABSP 2021-07

Moved: Rawlins

Seconded: Horton

THAT the agenda for the September 21, 2021 Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

MINUTES OF PREVIOUS MEETING

August 24, 2021 – received by Recreation, Parks and Leisure Committee on September, 7 2021

DELEGATION

Arthur Youth Fundraising Group – Guest Presentation

A group of Arthur youth attended the meeting to thank the Lions Club, Brent Barnes, the anonymous donor and Wightman for donations. The parents expressed their appreciation for what the Lions Club is doing for the youth.

The Lions Club members thanked the youth and parents for supporting this project and stated that it helps to know they are invested in it.

ITEMS FOR CONSIDERATION

- Financial Review – as of September 8, 2021

Approximately \$200,000 has been raised so far. All money raised will be used for the BMX/Skateboard Park. Parents are looking for ideas to involve the youth in further fundraising.

- Discussion on Neighbouring Skateparks

The committee and the youth discussed pros and cons of various parks they visited and the types of equipment preferred. Wood is not an option as it would be easily vandalized. An all concrete skatepark would be one piece but is very expensive and can be difficult to repair. Drainage can also be an issue. The Lions are considering a 50' by 100' concrete pad with metal equipment pieces. The pad should be large enough that more pieces can be added on in the future.

The youth would like to see two quarter pipes, grinding rails and fun boxes. Box rails with different levels for various skill levels of users would be preferred over tubular rails.

Parents expressed concern that the metal pieces would get hot and users could end up with burns if they fall on it. It was noted that the pump track could be used for bikes and skateboards. There would be no jumping involved and less risk of falling and getting burned on hot days.

Mostly steel and some dirt, or some combination of the two, are being considered for the BMX Track. This part of the project will be dependent on funding and may start out as a dirt track. Future fundraising could add to it.

- Project Scope and Location

The location will be near the pavilion with the BMX track looping around and through the trees. The concrete pad should not impact the volleyball court.

Two approaches to the project were discussed. The first option would be to provide a budget amount and ask for designs. The second option would be to provide core specifications and no budget amount. Designs would be reviewed with the lowest price not necessarily being the best option.

There was discussion regarding the concrete pad specifications and who would do the concrete work. It would be more economically efficient for us to arrange the concrete work using industry standards. However, the various vendors may require different specifications for the pad.

The Lions Club members asked what would happen if only one proposal was received or if none were received. If only one proposal is received Council could approve it. If zero proposals are received we could deal with a vendor of choice directly.

Lions members inquired about the involvement of the club in the proposal review and awarding of a contract. CAO Givens explained that the Township could donate the space and the Lions would seek quotes. Using a proposal method will look at various designs. The Township uses a grid method that gives consideration to cost design, material, schedule and project references to score the designs. The proposals could

be brought to the Committee for scoring. Staff will also consider ongoing maintenance. The RPF could contain wording that extra equipment could be included as additional funds become available.

A sign and stamped concrete will be needed for donor sponsorships. Fencing and lighting are not required for the project.

RESOLUTION ABSP 2021-08

Moved: Cheyne

Seconded: Horton

That the Committee set a budget of \$200,000. for concrete and equipment, with possible additions as funds become available.

CARRIED

RESOLUTION ABSP 2021-09

Moved: Rawlins

Seconded: Horton

That the Arthur Lions request authorization to proceed with installation of any required cement pad to meet the specifications of the successful BMX/Skateboard Park proponent and that the request for proposal/tender reflect that cement pad specification requirements be provided by the bidder with installation to be completed by others.

CARRIED

OTHER BUSINESS

Al Rawlins informed the Committee that the project does not qualify for a Trillium grant. Trillium grants are only for refurbishment of existing infrastructure, not new projects. FCC application submission opens in March.

NEXT MEETING

- October 19, 2021 at 7:00PM – leisure hall

ADJOURNMENT

RESOLUTION ABSP 2021-10

Moved: Rawlins

Seconded: Cheyne

THAT the Township of Wellington North Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of September 21, 2021 be adjourned at 8:27 pm.

CARRIED

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ARTHUR BMX SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE
SPECIAL MEETING MINUTES
MONDAY, SEPTEMBER 27, 2021 @ 12:01 P.M.**

Committee Members Present:

- Lisa Hern, Councillor, Chair
- Steve McCabe, Councillor, Member
- Al Rawlins, Lions Member
- Wayne Horton, Lions Member
- Glen Cheyne, Lions Member 12:03pm

Staff Members Present:

- Mandy Jones, Community Recreation Coordinator
- Catherine Conrad, Deputy Clerk

Guest:

- Jack Baker

Calling to Order

Chair Hern called the meeting to order at 12:01 p.m.

Adoption of Agenda

RESOLUTION ABSP 2021-11

Moved: Wayne Horton

Seconded: Steve McCabe

THAT the agenda for the Special meeting of September 27, 2021 Township of Wellington North Arthur BMX Skateboard Park Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

Disclosure of Pecuniary Interest

No pecuniary interest declared.

Items for Consideration

New Committee Member

RESOLUTION ABSP 2021-11

Moved: Al Rawlins

Seconded: Wayne Horton

THAT the Arthur BMX Skateboard Park Ad-Hoc Advisory Committee recommend the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Jack Baker as a youth member on the Committee.

CARRIED

Adjournment

RESOLUTION ABSP 2021-13

Moved: Glen Cheyne

Seconded: Wayne Horton

THAT the Township of Wellington North Arthur BMX Skateboard Park Ad-Hoc Advisory Committee Special meeting of September 27, 2021 be adjourned at 12:06 p.m.

CARRIED

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
SEPTEMBER 20, 2021 @ 7:00 P.M.
VIA ELECTRONIC MEETING

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Larissa Lamont, Public Member
Laurie Doney, Public Member
Jessica McFarlane, Public Member (7:11 p.m. Arrival)
Al Leach, Lions Member
Vern Job, Lions Member
Ray Tout, Lions Member

Committee Members Absent:

Jayne Hewson, Public Member

Staff Present:

Matthew Aston, Director of Operations
Mandy Jones, Community Recreation Coordinator
Mike Givens, CAO
Tasha Grafos, Administrative Support

Guest:

Steve McCabe, Councillor,
Chairperson of Recreation Parks Leisure Committee

CALLING THE MEETING TO ORDER

Chair Burke called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA

RESOLUTION: MFA 2021-025

Moved: Larissa Lamont

Seconded: Ray Tout

THAT the agenda for the Special meeting of September 20, 2021, Township of Wellington North Mount Forest Aquatic Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

DISLCOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

MINUTES OF PREVIOUS MEETING – July 6, 2021

Accepted by Recreation, Parks and Leisure Committee on August 10, 2021.

Accepted by Council on August 23, 2021

ITEMS FOR CONSIDERATION

1. CHARITABLE DONATION POLICY – Director of Operations

A review of the policy for new members of the committee.

Highlights for the committee:

Charitable donations receipts can be issued for any amount \$25 or more.

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
SEPTEMBER 20, 2021 @ 7:00 P.M.
VIA ELECTRONIC MEETING

Donation cheques can be made out to 3rd party organization (for consolidation purposes); however detailed information regarding the Donor and any related 'advantage' received by the Donor will need to be compiled at time of receipt, and will be required to issue an official donation receipt

Donor information is required to issue donation receipts; Donor Name (First, Last & Middle Initial) and Donor Address. It is also required to record the date the donation is received, amount received and details of the donation including any advantage received by the donor.

'Advantage' is defined as what a donor may receive in return for his or her donation (for example, a meal, tickets to a show), and it must be taken into consideration when determining the eligible amount of a gift for receipting purposes. The Treasury department will determine the value of the advantage.

Donation receipts cannot be issued after substantial completion of the project. Substantially complete can be defined as finished construction and ready for use with only minor work to be done that does not affect the operation of the project.

Lions Member Ray Tout asked about the required donor information in the instance of an anonymous donation. It was explained that in these cases, the donator would contact the Township Treasurer directly to receive their donation receipt. This keeps all information confidential.

Lions Member Ray Tout then asked what the definition of substantial completion is and if there was a percentage assigned to this definition. The clarification on this term is that it is a legal description and if we were to use common language, the description would be when the project reaches a point where it can perform under the intended purpose of the project. For example, the pool construction is complete, but landscaping still needs to be done, this would be substantially complete.

Substantially complete is used for all projects, however, the Township is now trying to define this more clearly and provide better records.

A discussion ensued about "advantage." When selling armour stones, plaques on benches, or anything that is marked with the donor's information, logos cannot be used. When a logo is used, this becomes advertising and this is not a charitable donation, but rather an advertising expense. When just the name of the company is used, without a logo, this is purely donor information.

Jessica McFarlane joined the meeting – 7:11pm

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
SEPTEMBER 20, 2021 @ 7:00 P.M.
VIA ELECTRONIC MEETING

2. 88.7 THE RIVER GOLF TOURNAMENT – Vern Job

The committee was sent a questionnaire about the tournament, and it was agreed that the committee was not ready to be a part of the tournament and the Lions would participate. Any funds raised will be donated towards the completion of the pool.

The pool promotional products can be sold at a table during the tournament. Lion Member Vern Job will send a volunteer schedule to the committee and ask that everyone let him know what shifts they can fill.

3. Pool Swag – Larissa Lamont

The sidewalk sale was very successful sidewalk sale, raising approximately \$1600 by selling the pool swag, t-shirts, hats, and tumblers. The t-shirts sold very well and there is minimal stock left. There is a need to replenish the more popular sizes of t-shirts.

Looking to the fall and winter, the committee should consider more seasonal swag, like sweaters and toques.

The “Mount Forest Mask Lady,” Karen, made masks for the committee volunteers for the sidewalk sale, many people asked about purchasing these. The committee should explore this idea.

The idea of advertising the pool’s promotional products on the River was suggested and Public Member Larissa Lamont asked for direction from the committee on this idea.

A “Colour Run” was suggested as a fundraising event for the Spring; dates, rules through the township and associated costs/fees will be researched further.

Lion Member Ray Tout suggested using some of the funds raised at the sidewalk sale to replenish the t-shirts needed prior to the sale at the golf tournament. He also suggested that the Radio advertising begin after November 12th to promote items for Christmas gifts.

Future funds raised should be stored at the Township office and when payments are required, invoices will be paid using these funds, through the Township.

The Committee should be keeping a financial ledger of all transactions.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
SEPTEMBER 20, 2021 @ 7:00 P.M.
VIA ELECTRONIC MEETING

RESOLUTION: MFA 2021-026

Moved: Ray Tout

Seconded: Laurie Doney

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee approves members Larissa Lamont and Jayme Hewson to proceed with purchasing additional t-shirts from the same supplier as previously used using the funds that have already been raised.

AND FURTHER THAT they explore options for additional promotional products.

CARRIED

4. RFP Update – Matt Aston

RFP concept design, closed last Tuesday, 26 people picked up the RFP and only 2 submissions.

Currently Township staff are Reviewing the proposals and will bring a recommendation to Recreation, Parks & Leisure Committee on October 5, 2021 and then to Council on October 12, 2021 for final award.

5. New Committee Member – Shelley Weber

If we bring Shelley on board, we will have the full compliment for the Public Members on this committee.

RESOLUTION MFA 2021-027

Moved: Ray Tout

Seconded: Larissa Lamont

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee recommend the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Shelley Weber as a public member on the Committee.

CARRIED

ROUNDTABLE

Community Recreation Coordinator, Mandy Jones:

Lottery licensing reminder from Deputy Clerk, Cathy Conrad.

Section 2.5.0 Overview: Ineligible Use of Proceeds of the AGCO Policy states that "A proposed use of lottery proceeds is ineligible if it enhances lands and buildings owned and/or operated by a government." This rule is applicable to all groups/organizations/service clubs.

ADJOURNMENT

RESOLUTION: MFA 2021-028

Moved: Al Leach

Seconded: Ray Tout

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee Special meeting of September 20, 2021, be adjourned at 8:05 p.m.

CARRIED

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
SEPTEMBER 20, 2021 @ 7:00 P.M.
VIA ELECTRONIC MEETING

NEXT MEETING

TBD

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 5, 2021 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Brian Milne, Deputy Mayor, Township of Southgate
- Dan Yake, Councillor
- Andy Lennox, Mayor ex officio

Staff Members Present:

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

Calling to Order
Chair McCabe called the meeting to order 4:01 p.m.
Adoption of Agenda
RESOLUTION RPL 2021-050 Moved by Member Milne Seconded by Member Yake <i>THAT the agenda for the October 5, 2021, Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i> <i>CARRIED</i>
Disclosure of Pecuniary Interest
None
Minutes of Previous Meeting – September 7, 2021 (approved by Council on September 27, 2021)
Business Arising From Minutes
OPS 2021-034 being a report on the Township's recreation portfolio and its partnership with the Township of Southgate RESOLUTION RPL 2021-051 Moved by Member Yake Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-034 being a report on the Township's recreation portfolio and its partnership with the Township of Southgate;

AND FURTHER THAT the Committee recommend to the Council of the Township of Wellington North that they direct the Committee Chair to request to appear as a deputation at a future Council meeting of the Township of Southgate to request that Southgate Council consider a financial contribution to the new Mount Forest outdoor pool and aquatics facility, as well as promote awareness of the public engagement process that will be a part of the conceptual design for the project.

CARRIED

Director of Operations discussed the references made to the Township of Southgate in the 2018 Recreation Master Plan. The Township of Wellington North would like to approach the Township of Southgate regarding a financial contribution to the new Mount Forest outdoor pool.

In the past, Southgate has paid a non-resident fee on behalf of their residents who were registered for swimming lessons. The amount paid in non-resident fees equates to an average of approximately \$1,000 per year, between 2015 – 2019.

The new recreation software program, PerfectMind, does not have the ability to track non-residents as it relies on postal code data to detect the area of residence. As areas of Wellington North and Southgate share a postal code, tracking by township is not possible. This means that in 2021 and moving forward, a non-resident fee will no longer be collected for swimming lessons.

Wellington North would like to have input from Southgate during the design phase of the pool.

Deputation

None

Ad Hoc Committee Updates

Mount Forest Aquatics Ad Hoc Advisory Committee meeting of September 20, 2021

RESOLUTION RPL 2021-052

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 20 meeting of the Mount Forest Aquatics Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Shelley Weber as a public member on the Committee.

CARRIED

Director of Operations explained that the Ad Hoc Advisory Committee had success selling their promotional items and would be re-investing the profits from previous sales to purchase more products.

The Mount Forest Lions Club was the only recipient of the 88.7 The River fundraising golf tournament and will be dedicating the funds that they raised to their Pool Fundraising efforts.

A question was asked about the Township providing a loan to the Ad Hoc committee for the initial purchase of the promotional products. Director of Operations clarified that there was a loan of \$2,600 and that loan would be paid back at a later date.

Arthur BMX Skateboard Park Ad Hoc Advisory Committee meeting of September 21, 2021

RESOLUTION RPL 2021-053

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 21 meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North approve a budget of \$200,000 for concrete and equipment, with possible additions as funds become available;

AND FURTHER THAT the Arthur Lions Club request authorization to proceed with installation of any required cement pad to meet the specifications of the successful BMX/Skateboard Park proponent and that the request for proposal/tender reflect that cement pad specification requirements be provided by the bidder with installation to be completed by others;

AND FURTHER THAT the Township will cover any oversight/engineering costs required as part of the project deemed appropriate by staff.

CARRIED

Director of Operations explained that the members that represent the Lions Club that sit on the Committee, have a desire in being involved in the evaluation of the RFP and the installation of the concrete pad.

Committee expressed some concern with the level of involvement the representatives of the Lions Club that sit on the Committee, are seeking to have in the construction of the project. The level of risk that the Township assumes allowing a service group to have full control over a project is heightened as well as the liability issues. To control some of that risk, the Committee expressed a desire to include engineering oversight with the installation of the concrete. This engineering oversight will support the Township in ensuring the installation is done to the proper specifications, certifying safety and longevity.

This Committee expressed concern about future projects and the involvement of service groups. It was agreed that with future projects the full scope of responsibilities between the Township and service group be discussed during initial conversations, specifying that the Township will oversee the construction decisions. Further, this type of service group project agreement should be a part of the Township's procurement policy.

The Committee asked the resolution include an amendment to state that the Township will cover any oversight/engineering costs required as part of the project deemed appropriate by staff.

Arthur BMX Skateboard Park Ad Hoc Advisory Committee Special meeting of September 27, 2021

RESOLUTION RPL 2021-054

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive the minutes of the September 27 special meeting of the Arthur BMX Skateboard Park Ad Hoc Advisory Committee;

AND FURTHER THAT the Recreation, Parks and Leisure Committee recommend the Council of the Township of Wellington North appoint Jack Baker as a youth member on the Committee.

CARRIED

Reports

OPS 2021-030 being a report on the award of the concept design of pool and aquatics facility

RESOLUTION RPL 2021-055

Moved by Member Yake

Seconded by Member Milne

THAT Recreation, Parks, and Leisure Committee recommend the Council of the Township of Wellington North receive Report OPS 2021-030 being a report on the award of the concept design of a pool and aquatics facility;

AND FURTHER THAT Committee recommend Council award the Township's request for proposal 2021-008 to architects Tillmann Ruth Robinson Inc. at an upset limit of \$14,900 plus applicable taxes;

AND FURTHER THAT Committee recommend Council approve a contingency budget of \$5,000 plus applicable taxes for this project;

AND FURTHER THAT Committee recommend Council authorize the Director of Operations or their designate to sign any necessary agreements with the successful bidders to execute this project.

CARRIED

Director of Operations discussed the outcome of RFP 2021-008 for consulting services for a concept design of an outdoor pool in Mount Forest. Out of the twenty-six bid takers, only two submissions were received. The successful bidder was Tillmann Ruth Robinson Inc. (TRR).

The proposed schedule from TRR would see three conceptual design ideas presented to this committee, the Mount Forest Aquatics Ad Hoc Advisory Committee, as well as an open meeting for public consultation.

As the Township is seeking financial support from the Township of Southgate, there would be a want to involve Southgate in the planning stages. Director of Operations responded that Deputy Mayor Milne and/or Mayor Woodbury of Southgate could be invited to meetings and the residents of Southgate could attend the public meetings. Consultation with the Township Clerk on protocols for inviting additional Southgate council members to committee meetings would take place.

OPS 2021-032 being a report on the Township's recreation portfolio and resourcing

RESOLUTION RPL 2021-056

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-032 being a report on the Township's recreation portfolio and resourcing;

AND FURTHER THAT Committee direct staff to bring back a report with recommendation to a future committee meeting on a strategy for the Conn recreation area.

CARRIED

Director of Operations communicated the need to review staff complement when we increase recreational amenities within the Township. The Committee discussed the importance of adding and maintaining recreational greenspaces and facilities within the Township. Mayor Lennox reminded the committee that when we say yes to projects we are also saying yes to the ongoing maintenance. The Committee agreed that a strategy for staff complement for the growing recreational assets needs to be explored.

OPS 2021-033 being a report on the Arthur outdoor gym

RESOLUTION RPL 2021-057

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report OPS 2021-033 being a report on the Arthur Outdoor Gym;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North direct staff to sign the Arthur outdoor gym closed from November 1 to April 30 each year.

CARRIED

Director of Operations explained that closing the outdoor gym area in Arthur from November 1 – April 30 yearly, would be consistent with our other outdoor amenities.

Staff were directed to contact the Arthur BIA about the yearly closure, to ask for their input.

RESOLUTION RPL 2021-058

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks, and Leisure Committee recommend the Council of the Township of Wellington North direct staff to draft an agreement with the Arthur BIA for the care, maintenance, and future replacement of the Arthur outdoor gym;

AND FURTHER THAT Committee recommend Council support that the operations team be responsible for the maintenance of the Arthur outdoor gym and that future major capital costs be split, XX – XX, between the Township and Arthur BIA;

AND FURTHER THAT Committee direct staff to bring the resulting draft agreement back to a future meeting of Committee.

DEFERRED

Director of Operations suggested that the expectations related to the outdoor gym need to be formalized. Aspects such as a winter closures, ongoing maintenance, and the financial split between the BIA and Township on major capital costs should be discussed between Township staff and the Arthur BIA to develop a written agreement.

The Committee members initially thought the split on major capital costs could be 50 – 50 between the Township and Arthur BIA, however, since there was no formal agreement, it was suggested that there may need to be some flexibility in creating the official agreement.

Mayor Lennox offered this as a learning opportunity. Discussions about maintenance, capital costs, and operations should be discussed initially and an agreement in place before commencing the project.

The Committee asked to defer this resolution until after discussions with the Arthur BIA have taken place.

RPL 2021-018 Ontario Provincial Regulation 364/20

RESOLUTION RPL 2021-059

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information report RPL 2021-018 being a report on the Ontario Provincial Regulation 364/20.

CARRIED

Director of Operations stated that as of September 22, 2021, the Province of Ontario introduced a regulation that requires proof of vaccination to access recreation facilities. Wellington Dufferin Guelph Public Health expanded the mandate on who can enter recreation facilities on September 23, 2021. The recreation facilities affected by these regulations, where patrons are attending, are the Mount Forest & District Sports Complex, Arthur & Area Community Centre, Damascus Hall, and Arthur Senior Centre. The Township has hired a security company to oversee the verification of the required proof.

Mayor Lennox has received positive feedback from the community on the decision to hire security for this role. People were pleased that the Township did not put frontline staff in this uncomfortable position with patrons and that security was hired using federal and provincial COVID-19 funding and not municipal taxpayer's contributions.

Items for Consideration

Wellington North Trails (verbal update) – Director of Operations & Community Recreation Coordinator

Director of Operations advised this committee that the new Wellington Federation of Agriculture signage that indicates agricultural points of interest have been installed along the trails in Arthur and Mount Forest.

Community Recreation Coordinator thanked the volunteers that worked on the repairs to the pedestrian bridge on the River Trail in Arthur. Another message of thanks was passed along to the volunteers that help maintain the trail system on an ongoing basis, as they are always monitoring them and are quick to bring staff's attention to necessary repairs and maintenance.

Mount Forest Emergency Generator (verbal update) – Director of Operations

Wagler Electric of Milverton were awarded this project at the September 27, 2021, meeting of council. The project is expected to be complete and operational in early 2022.

Correspondence with Arthur Seniors Centre and Damascus Community Hall (verbal update) – Director of Operations

Staff are currently working on drafting letters to the Arthur Seniors Centre and Damascus Community Hall to be sent out later this week. Through ongoing conversations with these groups, the Township will be providing security personnel for any rentals at these locations. Effective November 1st, the Arthur Seniors Centre will resume rental payment to the Township.

Roundtable

Member Milne – Question regarding the first resolution passed, will this committee be considering approaching other surrounding municipalities for funding?

Chair McCabe considered this question and suggested that it be looked into. It was stated, however, that the relationship between Southgate and Wellington North is well established through the 2018 Recreation Plan and prior, where the same relationship does not exist with other neighboring municipalities.

Member Yake asked how the October 2nd Trackshot Tees Demolition Derby in Mount Forest went.

Manager of Recreation Services said the Derby had a good turn out and there were no major issues. There are some repairs to the grounds that need to be addressed, which Trackshot Tees will undertake when the grounds dry.

Adjournment

RESOLUTION RPL 2021-060

Moved by Member Milne

Seconded by Member Yake

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of October 5, 2021, be adjourned at 5:55 p.m.

CARRIED



Staff Report

To: Mayor and Members of Council Meeting of October 12th, 2021

From: Dale Small, Economic Development Officer
Cathy Conrad, Deputy Clerk

Subject: EDO 2021-026 Grants & Donations Community Development Program

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive the Economic Development Officer & Deputy Clerk Report EDO 2021-026 being a report on the Grants & Donations Community Development Program

AND FURTHER THAT Council, in recognition of the important role that not-for-profit organizations and community groups play in our municipality, approves the financial recommendations as contained in this report.

AND FURTHER THAT Council supports partnering with the Mount Forest Lawn Bowling Club and fulfilling the role as lead agency on a Covid 19 Community Response Fund application to the Centre Wellington Community Foundation.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

EDO 2021-012 April 26th, 2021, Grants & Donations Community Development Fund

BACKGROUND

The Township of Wellington North values the important role that not-for-profit community organizations and community groups play in delivering events and projects that support our community and in December 2016 approved the Grants & Donations Community Development Program Fund.

This fund supports project, programming, and event-based initiatives, for not-for-profit organizations and community groups, and encourages a high level of collaboration. Applications are accepted throughout the year with a due date of March 31st each year. Requests typically include rental fee waivers for fundraising initiatives as well as general donation requests to support specific projects or community programs.

Earlier this year, April 26th, we came to council and received approval on 28 applications with a total request for funding in the amount of \$26,193.72. We also advised council that while our initial expectation was that the number of requests would have been higher, due to the uncertainty at that time, some organizations had just not quite finalized their plans.

Since the end of April, we have continued to work with a number of organizations, and we have received five additional applications. All applications have been reviewed as per the fund guidelines and are being presented to council in this report for your review and approval.

GROUP	REQUEST	PURPOSE
<p>Mount Forest Minor Ball</p> 	<p>\$ 400.00</p>	<p>50% Fee Waiver request for the Sports Complex for indoor baseball training. Registration/ attendance was impacted by the third wave of Covid this spring and M.F. Minor Ball is asking the Township to consider waiving 50% of the rental fees in order for them to break-even.</p>
<p>Get Yer Hillbilly On Ribfest</p> 	<p>\$ 735.91</p>	<p>Fee Waiver for the Sports Complex to host this annual fundraiser generally held during the Fireworks Festival. This year the Ribfest was a drive-thru fundraiser with proceeds going back into the community – in memory of the late Bill Walker – to Mount Forest youth sports programming, Cancer Patient Services, the LMH Hospital Foundation & M.F. Fireworks Festival.</p>
<p>Arthur Optimist Club</p>  <p>EVENTBRITE.COM 2nd Annual Arthur Optimist Club Halloween Treat Bag Give Away</p>	<p>\$ 263.86</p>	<p>The Arthur Optimist Club has to cancel it's Canada Day weekend celebrations the past two years however this fee waiver, for the Arthur Optimist Pavilion, is in support of the Optimist's 2nd annual Halloween Treat Bag Give Away.</p> <p>This year the fun filled Halloween themed event is being held on Saturday October 30th from 1:00pm – 4:00pm.</p>
<p>Louise Marshall Hospital Auxiliary</p>	<p>\$ 296.64</p>	<p>The LMH Auxiliary is an essential part of the Hospital helping assist with various programs and services and contributing to excellent patient care since 1922. All funds raised by the Auxiliary are donated to the Hospital.</p> <p>This Fee Waiver request, for three rentals at the Sports Complex, will allow the Auxiliary to start back up with in-person meetings. They hope to return to the hospital for these meetings in 2022.</p>
<p>Mount Forest Lawn Bowling Club</p>  <p><small>A group of local residents, including, from left, Steve Bowles, Tom Tanghey, Brad Henderson and Kim MacKenzie, with the assistance of Dr. Murray Townsend, are leading an effort to help out the Mount Forest Lawn Bowling Club with facility maintenance, financial issues and a membership drive.</small></p>	<p>up to \$4,500.00</p>	<p>The Mount Forest Lawn Bowling Club, being in operation for 120 years, is one of the oldest recreation facilities in Wellington North. The Club has been unable to open for the past two summers and Covid has driven the Club close to closure. Recently a number of community members came to their assistance in an effort to assist/support the club and help it stay open. This funding will enable them to cover their expenses and put in a plan to actively recruit new members and open up in 2022. More details, including a copy of the application follow</p>

Mount Forest Lawn Bowling Club: Recently the EDO met with the Club president who advised that due to this community support the not-for-profit corporation has reversed their decision to close the club. In an effort however to try and survive financially to next spring when they can launch a major recruitment drive, they are looking to the Township for some financial support to help cover some operating expenses. (copy of application attached)

The Centre Wellington Community Foundation also recently announced that during October they would be accepting applications to the CW COVID-19 Community Response Fund. We have encouraged the Lawn Bowling Club to apply however in order to qualify applicants must be a registered charity who are able to issue official tax donation receipts. For applicants, such as service clubs and other not-for-profit organizations, who do not meet the criteria, they must partner with a local municipality or registered charity.

Council may recall that during previous rounds of funding from the Community Foundation the Township partnered on successful applications with both the Mount Forest Family Health Team as well as the Mount Forest Lions Club on applications. Council approval to also partner with the Mount Forest Lawn Bowling Club is being requested.

FINANCIAL CONSIDERATIONS

\$40,000.00 in funding has been approved in the Economic Development Office operating budget to support the Grants & Donations applications in 2021. **\$26,193.72** in funding requests were approved in April 2021 and an additional **\$6,196.41** in funding requests are included in this report. Should council approve all five of these applications it would leave upwards to **\$7,600** in funding still available should we receive any additional requests for 2021.

ATTACHMENTS

Attachment A: Mount Forest Lawn Bowling Club Application

STRATEGIC PLAN 2019 – 2022

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

Yes No N/A

Which priority does this report support?

Modernization and Efficiency Partnerships
 Municipal Infrastructure Alignment and Integration

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



WELLINGTON NORTH
SEMPER PORRO

2021 – 2022 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2022**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2022. Applications received after March 31st, 2021, will be reviewed in April 2022.

Organization Name & Address: MOUNT FOREST AND DISTRICT LAWN BOWLING CLUB		
Contact Name & Address: DRENDA ECKHARDT, 9553 OLDWYERS ROAD, HARRISTON		
Contact Telephone: 519 323 1008	Contact email: bleckhardt@gmail.com	Organization web-site: -
Amount Requested: up to \$4500.00		Dates Funds Required: ASAP
Percentage of Overall Project Cost: run programs next year We require this to stay open this winter so we can		Can you provide financial statements if asked? : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate: The MFLBC provides this low impact activity for all ages especially seniors for residents of Mount Forest and surrounding area. Our facility also provides a venue for cards, meeting place, Terry Fox Kickoff and Community Living activities.		

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

This money will reduce what we owe, pay utilities, taxes and insurance and help us maintain the green.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: or number of years for this event/project _____

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project:

Benefits of this event/project: Covid has hit the MFLBC hard. We have been unable to run programs in 2020 and 2021. With no income and all of the typical expenses we have used up our savings and incurred a debt of over \$1500. If we are to maintain a presence in this community we require help to do so. We had voted to close the club and sell the land in June of this year. Upon hearing that concerned citizens approached ward asked if we could possibly stay open. We are appealing to you for some of this help.

3. What main objective(s) does your event/project aim to achieve (max 3)

This grant would allow us to stay viable some could offer programs in 2022.

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

Community members have come to us to prevent the club from closing and being sold. The township would be promoted at our Open House, inside our clubhouse, thru social media, in news releases and at our tournaments

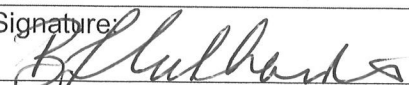
5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

We have received a New Horizons Grant for equipment, shelters and programming.

6. Other information that you would like to provide. (Continue on the back if necessary)

This is an effort to save this 120 year old facility for the people of Mount Forest and surrounding area. If we are unable to receive the funds to cover the costs until the spring then we will have to close

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature: 	Title: President, MFLBC
Printed Name of Signatory: Brenda Eckhardt	Date: Oct 1 / 2021

The personal information requested in this form is being collected for the purpose of determining eligibility of an applicant to receive a Council grant. The information collected under the authority of the Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Municipal Clerk at 519-848-3620, ext.4227 or at the Municipal Office, 7490 Sideroad 7 West, Kenilworth, ON N0G 2E0. Wellington North may promote the program and reserves the right to use approved and funded projects as examples in promotional programming including using photographs and descriptions of the project in promotional materials. All applications to be submitted to the Township of Wellington North Attention Clerk's Department.



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of October 12th, 2021
From: Dale Small,
Economic Development Officer
Subject: EDO 2021-027 Wellington North Farmers Market

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive for information the Economic Development Officer Wellington North Farmers Market report EDO 2021-027.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- | | |
|--|--|
| EDO 2016-007 dated February 17 th , 2016, | EDO 2017-011 dated March 27 th , 2017 |
| EDO 2018-019 dated May 7 th , 2018, | EDO 2020-003 dated Feb. 24 th , 2020 |
| EDO 2020-026 dated October 13 th , 2020, | EDO 2021-008 dated Mar 8 th , 2021 |

BACKGROUND

Since 2014 the Wellington North Farmers' Market has proven to be a very popular destination and has grown to become one of the best Farmers Markets in the area. We know this because many of our vendors, who participate at other markets across Ontario, tell us how well the market is run and how much they enjoy being part of it.

The success of our market, in a large part, is due to the contribution of our Market Manager, Harry Engel. Market Manager Harry has been with us since the beginning and every Saturday morning joyfully welcomes our vendors, regular customers, and visitors. During inclement weather we are also fortunate that Market Manager Harry opens up the Community Centre in order to keep our vendors and customers warm and dry. Fortunately, in 2021 we had great weather and there were only two Saturdays where we moved indoors, however, the fact that we have this luxury is another reason why our market is so unique.



Last year the Market moved from Friday afternoons to Saturday mornings and the location also slightly changed from the corner of King and Egremont to the parking lot at the Victory Community Centre. The move to Saturday's has proven to be very popular and this year we had twelve full time vendors, with the number of customers almost doubling over our Friday markets. The slight change in the location of the market has also been well received and has significantly reduced the traffic congestion at the corner of King & Egremont.

The Wellington Dufferin Guelph Public Health Unit inspected our Market on June 19th. Prior to opening this year, we had provided Public Health with a list of our vendors and COVID operating procedures. We also provided Hand Sanitizer to each vendor, a Hand Sanitizer Station for the entrance and encouraged mask wearing. Signage and a directional system had also been implemented and our Market received a clean report from the WDGPH Unit.

To support our Shop Local Sidewalk Saturday celebrations, the Market moved to Main Street those two Saturdays and this was well received by our customers and vendors. Summer Student Kendra was also a welcome addition to the Market team this year and supported Market Manager Harry with a variety of things. Kendra was very active on social media and in addition to our Facebook page the Farmers Market is now also on Instagram and Twitter.

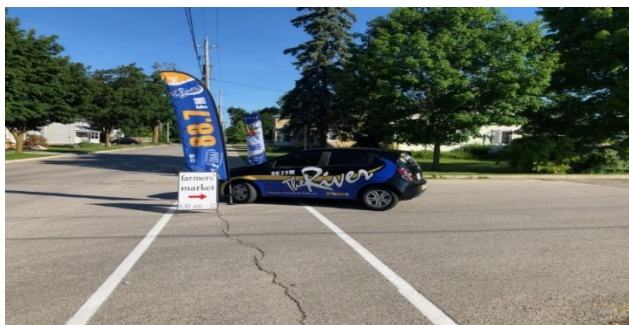
We would also like to recognize and thank the County of Wellington for their support. This year the County provided all Wellington County Farmers Markets with a \$2,000 grant to assist with promotion, marketing, Covid expenses, etc. The County also continued with the Market Bucks program and in 2021 over \$2,500 in Market Bucks were processed at our Market.

In-partnership with Taste Real Guelph Wellington, the Wellington County Farmers Markets, also implemented a very successful Market Box program. These Market Boxes, valued at \$60.00 in local products, were available for online purchase. Every two weeks a different market was showcased and our 50 boxes, representing \$3,000 in additional revenue to our vendors, sold out two weeks early. At the start of the program, we were unsure how successful the program would be so a limit of 50 was established so the markets could plan. As all markets sold out, we look forward to this program continuing next year, and expect Taste Real will increase the number of available boxes for purchase.

Marcc Apparel & 88.7 The River are great supporters and help to sponsor the Wellington North Farmers Market and Sam N Robin also provided live music once a month .

88.7 The River

Facebook @887TheRiver



Sam N Robin

Facebook @sam n robin pennisi



At this time all of our vendors have indicated that they intend to come back in 2022 which ensures we will have another successful year. We are also hopeful that Pillitteri Estates

Winery, who wanted to attend this year but could not recruit a salesperson for our market, will also be able return. We would like to showcase, recognize, and thank the twelve (mostly full time) vendors who made up our 2021 Wellington North Farmers Market:

Big John's Country Market
Facebook @bigjohnscountrymarket



Brenda's Embroidery (B Martin)
084104 Southgate Road 8, Mount Forest



Cugien Natural Dog Treats
www.cugeiniw.com/our-story



Full Circle Farms (E Martin)
6383 10th Line, Harriston.



Farewell Homebaking (A Brubacher)
9191 Concession 11, Mount Forest



Funky Ferments (Holstein)
Facebook @eatfunky



Just Call Me Honey (J Kuntz)
84092 Southgate Road 8, Mount Forest



Kiki Maple Sweet Water (Arthur)
Facebook@kikimaplewater



Lots of Dots (H Craigie)
Mount Forest



The Raw Carrot Soup Enterprise
Mount Forest United Church



Re-Root Organic (Harriston)
Facebook @rerootfarm



Woodland Springs Women's Institute



We also had a number of occasional vendors who attended the Market at various times during the year. We hope to welcome them, along with others, back in 2022:

- Chicken Thicka Farm, Kenilworth <https://chickenthikafarm.com/>
- Gibson's Garden Accents, M.F. Facebook @gibsonsgardenaccents
- Messy Labs, Guelph <https://www.messylabs.ca/>
- Ribbonly Bows, Mount Forest www.instagram.com/ribbonlybows
- Sauder Farms; Palmerston Earl & Lorna Sauder
- The Pfisterer Farm: Arthur <https://www.pfistererfarm.com/>

As part of our participation in the Saugeen Connects Student Startup Program (SSUP) we also encouraged our Youth entrepreneurs to attend the Farmers Market to gain experience in this type of environment and to provide them with a venue to sell their products. During the year we had three of our local Youth attend the Farmers Market:

Blind Squirrel BBQ Rub

Blind Squirrel BBQ Rub



My name is Linda Cotter. I am the proud owner of Blind Squirrel BBQ Rub. I started my business because I love to cook and this was a recipe my dad and I perfected. I'm 14 yrs old in Grade 8. I got my inspiration for the name because I'm blind. My dad always says "A blind squirrel always finds a nut!" This is how the name came about. Follow my business on Facebook at Blind Squirrel BBQ Rub or on Instagram linda.cotter.395017.

You can get my product by calling 519 364-6913 or by leaving me a message. Watch for me at some of the farmers markets in the area!



Reubens British Sweets

RUEBEN'S BRITISH SWEETS

Looking to try some British sweets?
Contact Reuben!

ruebensbritishsweets@gmail.com

OR

Check out Reuben's British Sweets on Facebook





Balloon Ninja



FINANCIAL CONSIDERATIONS

The Market Manager is a volunteer position, and the Township owns the Parking Lot where the Market is held so there is no rental fee associated with the location. Vendors who require power are able to access a municipal power source located in the Parking Lot.

Vendor fees, along with the Wellington County grant, have enabled us to offset the insurance, advertising, entertainment, and other costs related to the Farmers Market and in 2021 we ended the year in a small surplus position. This is our goal each year, however if any additional funding is required, it comes out of the Economic Development Office operating budget.

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

Municipal Infrastructure

Partnerships

Alignment and Integration

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

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

10/01/21

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
77458	Bannerman	9/22/21	\$406.02
77459		9/22/21	\$203.28
77460	Broadline Equipment Rental Ltd	9/22/21	\$572.46
77461	Chalmers Fuels Inc	9/22/21	\$1,229.29
77462		9/22/21	\$400.00
77463		9/22/21	\$91.95
77464		9/22/21	\$125.00
77465		9/22/21	\$5,500.00
77466		9/22/21	\$214.70
77467		9/22/21	\$318.50
77468	PepsiCo Beverages Canada	9/22/21	\$368.23
77469	Roc N Dukes	9/22/21	\$1,750.00
77470	Royal Bank Visa	9/22/21	\$64.27
77471	Royal Canadian Legion - Ontari	9/22/21	\$570.00
77472		9/22/21	\$400.00
77473	Steed and Evans Limited	9/22/21	\$625,193.91
77474		9/22/21	\$135.60
77475	Telizon Inc.	9/22/21	\$763.06
77476	Troll Bridge Creek Inc.	9/22/21	\$125.00
77477	Enbridge Gas Inc.	9/22/21	\$1,720.14
77478		9/22/21	\$6,588.00
77479	Waste Management	9/22/21	\$1,006.83
77480	Wightman Telecom Ltd.	9/22/21	\$683.07
77481		9/22/21	\$400.00
EFT0002482	Agdrain Inc.	9/22/21	\$2,394.71
EFT0002483	ALS Laboratory Group	9/22/21	\$3,486.62
EFT0002484	Arthur Home Hardware Building	9/22/21	\$10.50
EFT0002485	B M Ross and Associates	9/22/21	\$61,177.52
EFT0002486	Cimco Refrigeration	9/22/21	\$53,844.50
EFT0002487	Clark Bros Contracting	9/22/21	\$19,077.23
EFT0002488	Cook's Garage	9/22/21	\$37.23
EFT0002489	County of Wellington	9/22/21	\$14,040.00
EFT0002490	Dewar Services	9/22/21	\$1,787.47
EFT0002491	Eric Cox Sanitation	9/22/21	\$811.22
EFT0002492	Ideal Supply Inc.	9/22/21	\$246.74
EFT0002493	J J McLellan & Son	9/22/21	\$5,861.32
EFT0002494	Kraemer LLP	9/22/21	\$474.60
EFT0002495	M & L Supply, Fire & Safety	9/22/21	\$1,241.56
EFT0002496	Marcc Apparel Company	9/22/21	\$414.32
EFT0002497	Martin Drainage	9/22/21	\$1,645.71
EFT0002498	North Wellington Co-op Service	9/22/21	\$1,001.07
EFT0002499	Officer's Auto Care Inc.	9/22/21	\$82.86
EFT0002500	PACKET WORKS	9/22/21	\$169.50
EFT0002501	Pryde Truck Service Ltd.	9/22/21	\$1,543.00
EFT0002502	Purolator Inc.	9/22/21	\$24.81
EFT0002503	R&R Pet Paradise	9/22/21	\$2,591.42
EFT0002504	ROBERTS FARM EQUIPMENT	9/22/21	\$52.18
EFT0002505	Robertson Landscaping	9/22/21	\$12,932.85
EFT0002506	Sanigear	9/22/21	\$637.09
EFT0002507	Saugeen Community Radio Inc.	9/22/21	\$831.11
EFT0002508	SGS Canada Inc.	9/22/21	\$3,947.10

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0002509	Suncor Energy Inc.	9/22/21	\$9,507.86
EFT0002510	T&M BBQ Catering Ltd	9/22/21	\$1,048.94
EFT0002511	Turriss Sites Development Corp.	9/22/21	\$68.74
EFT0002512		9/22/21	\$93.41
EFT0002513	Wellington North Power	9/22/21	\$70,901.21
EFT0002514	Wellington North Machine	9/22/21	\$535.40
EFT0002515	WJF Instrumentation (1990) Ltd	9/22/21	\$1,683.70
EFT0002516	Work Equipment Ltd.	9/22/21	\$278.14
EFT0002517	Young's Home Hardware Bldg Cen	9/22/21	\$92.53
77482	Wellington Catholic Dist Sch B	9/27/21	\$139,425.75
EFT0002518	Conseil scolaire catholique Mo	9/27/21	\$3,512.75
EFT0002519	County of Wellington	9/27/21	\$2,650,255.61
EFT0002520	Conseil Scolaire Viamonde	9/27/21	\$3,922.00
EFT0002521	Upper Grand Dist School Board	9/27/21	\$768,149.75
77483	Bluewater Fire & Security	9/29/21	\$333.35
77484	Brenda's Embroidery	9/29/21	\$15.00
77485		9/29/21	\$290.00
77486	Canadian Rink Services	9/29/21	\$2,713.13
77487	Corporate Express Canada Inc.	9/29/21	\$70.30
77488	CuGien Dog Treats	9/29/21	\$45.00
77489	Funky Ferments	9/29/21	\$50.00
77490	Michael Hartshorn	9/29/21	\$50,200.18
77491	Horrigan Overhead Doors 2019	9/29/21	\$4,178.01
77492	Hydro One Networks Inc.	9/29/21	\$2,810.84
77493	Manulife Financial	9/29/21	\$31,857.07
77494		9/29/21	\$160.00
77495	McGill Plumbing, Heating & Air	9/29/21	\$1,921.00
77496	Mount Forest Foodland	9/29/21	\$80.43
77497		9/29/21	\$425.85
77498	MOLOK NORTH AMERICA LTD	9/29/21	\$134.76
77499		9/29/21	\$180.00
77500		9/29/21	\$80.00
77501	Enbridge Gas Inc.	9/29/21	\$531.34
77502		9/29/21	\$3,438.08
77503	Wellington Catholic Dist Sch B	9/29/21	\$19,808.00
77504	Woodland Springs Institute	9/29/21	\$20.00
EFT0002522	Brent D. Rawn Electric	9/29/21	\$6,500.00
EFT0002523	Carson Supply	9/29/21	\$89.80
EFT0002524	CIMA Canada Inc.	9/29/21	\$7,808.30
EFT0002525	CMT Engineering Inc.	9/29/21	\$2,578.10
EFT0002526		9/29/21	\$108.40
EFT0002527	County of Wellington	9/29/21	\$193,623.60
EFT0002528	Frey Communications	9/29/21	\$8,748.74
EFT0002529	Grand River Conservation Auth	9/29/21	\$808.40
EFT0002530	M & L Supply, Fire & Safety	9/29/21	\$729.26
EFT0002531	Marcc Apparel Company	9/29/21	\$2,545.57
EFT0002532	Mike Lucas	9/29/21	\$296.63
EFT0002533	Moorefield Excavating Limited	9/29/21	\$198.38
EFT0002534	Print One	9/29/21	\$11.30
EFT0002535	R. J. Burnside & Assoc. Ltd.	9/29/21	\$1,047.51
EFT0002536	Rural Routes Pest Control Inc.	9/29/21	\$84.75
EFT0002537	Sanigear	9/29/21	\$680.37
EFT0002538	Teviotdale Truck Service & Rep	9/29/21	\$203.51
EFT0002539	Triton Engineering Services	9/29/21	\$18,097.63
EFT0002540	Upper Grand Dist School Board	9/29/21	\$70,829.00
EFT0002541		9/29/21	\$85.67
EFT0002542	Wellington Advertiser	9/29/21	\$1,533.18
EFT0002543	Yake Electric Ltd	9/29/21	\$2,418.17
109	Total Cheques:		\$4,927,037.95



Staff Report

To: Mayor and Members of Council
Meeting of October 12, 2021

From: Adam McNabb, Director of Finance

Subject: Report TR2021-17 Being a report on External Audit Services Contract Award

RECOMMENDATION

THAT Report TR2021-17 being a report on external audit services contract award be received for information;

AND FURTHER THAT council of the Township of Wellington North award Request for Proposal #36-21: External Audit Services to RLB LLP at a total upset price of \$78,000, excluding HST.

AND FURTHER THAT the Council of the Township of Wellington North authorize staff to extend this contract for up to two years beyond the 3-year term, based on performance.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

The Township of Wellington North had partnered with Centre Wellington, Town of Minto, and the Township of Puslinch, as all municipalities were in a position of requiring auditing services for 2021 and beyond, therefore the decision was made to work together on a joint RFP (issued by Centre Wellington). Each participating municipality evaluated their proposals received and are responsible to award their own contract.

The scope of work for this Request for Proposal (RFP) is to provide complete external audit services for the Township of Wellington North.

The Municipal Act allows for the appointment of external auditors for a maximum of five (5) years. The intent of this RFP is to appoint external auditors for a three (3) year term beginning with the 2021 fiscal year. Subject to satisfactory performance, the Township reserves the right to formally extend the contract, with the same terms and conditions, in whole or in part, annually, for a further contract term of up to two (2) years.

Purchasing Process

A Request for Proposal was advertised on the Township of Centre Wellington's website (www.centrewellington.bidsandtenders.ca).

There were six (6) Registered Plan Takers. Wellington North received responses from:

- KPMG LLP
- PKF Antares
- RLB LLP

The responses were scored by the Selection Committee comprised of Adam McNabb, Director of Finance, Mary Jo Marshall, Deputy Treasurer, and Michael Givens, CAO.

Identified criteria in the proposal included:

- Company Profile
 - Experience/Comparable Projects
 - Assigned Project Team
 - Approach/Methodology
 - Work Schedule
 - Fees
- } Technical review

To be considered for Stage 2 of the evaluation (Fees Proposal), Proponents must have achieved a minimum (benchmark) total score of 48 out of 80 on the technical review.

Based on the results of the proposal evaluation, it is the Selection Committee's recommendation to award this Proposal for the Township of Wellington North to RLB LLP at a contract price of \$78,000, excluding HST, for the initial 3-year term.

FINANCIAL CONSIDERATIONS

Please refer to the following table for the Financial Analysis. The costs incurred with respect to the 2020 audit are shown for comparison purposes. Price decreases for 2021 to 2023 are considered advantageous and will be reflected in future operating budgets.

Audit Service	Actual 2020	2021	2022	2023	3-Year Contract Total
Township of Wellington North		23,000	23,500	24,000	
Financial Statement Preparation	27,900	1,000	1,000	1,000	
FIR Completion		1,500	1,500	1,500	
	27,900.00	25,500	26,000	26,500	78,000

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: Adam McNabb, Director of Finance

Adam McNabb

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens

Arthur
Wastewater
Treatment Plant
Expansion
Project:
Contract 1

Quarterly Report
Q3 2021

October 4, 2021



Client:	Township of Wellington North	Period Covered:	Q3 2021	Report No.	6
Contract Title:	Arthur WWTP Expansion Project, Contract 1	CIMA+ Project #:	T000851B		
Contractor:	Wellington Construction Contractors Inc. (WCCI)	Notice to Commencement Date:	May 29, 2019		
Contract No.	WELNOP17005	‡ Substantial Completion Date:	December 15, 2020		
		Prepared by:	Jaime Boutilier, P. Eng., PMP		



Summary of Work

Wastewater Treatment Plant, Preston Street Site

Work Performed

1. Concrete finishing was completed on the EQ Tank.
2. Sluice gate installation, leak testing and commissioning was completed.
3. Actuated knife gate valve on the effluent line installation and commissioning was completed.
4. AC unit were installed.
5. Pipe, wiring and equipment labelling was completed.
6. Firestopping installation was completed.
7. Paving was completed.
8. Landscaping was completed.
9. Fencing and gate was completed.
10. Handover of spare parts was completed.
11. Contractor demobilized from site.

Outstanding Work

12. Installation of Single Line Diagram in Electrical Room.
13. Ductwork installation in Electrical Room.
14. HVAC balancing.
15. Commissioning of HVAC system.
16. Installation of heat trace on alum tank.
17. O&M Manual submission.

Sanitary Pumping Station, Frederick Street Site

Work Performed

1. Paving was completed.
2. Landscaping was completed.
3. Fencing and gate was completed.
4. Interior finishes were completed.
5. Contractor demobilized from site.

Immediately Upcoming Work

6. Installation of Single Line Diagram in Control Building.
7. Commissioning of HVAC system.
8. O&M Manual submission.

Notes/Remarks:

Building Permits

Both the Arthur WWTP permit and the Frederick St. PS permit remain open until HVAC deficiencies are rectified. Deficiencies were identified on the Deficiency Report in April 2021.

Alum Tank Heat Trace


A conference call was held on May 14, 2021 regarding the alum tank heat tracing and it was an action for WCCI to submit a quotation for the work. The quotation was received September 20, 2021. CIMA will be providing recommendations this week.


TABLE A Document Tally up to October 4, 2021

	Document Description	Reviewed/Issued by CIMA**
1.	Shop Drawings (SD)	245
2.	Request For Information (RFI)	48
3.	Contemplated Change Notice (CCN)	29
4.	Site Instruction (SI)	36
5.	Request For Shutdown (RFS)	2
6.	Change Order (CO)	57
7.	Site Progress Meetings Completed	33



***Does not include reviews currently in progress*

Appendix A – Site Photos

SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Relocation of the Alum Tank's level indication completed.</p> <p><i>Photo 2.</i></p>

	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Installation of the Carrier Ductless AC Unit.</p> <p><i>Photo 3.</i></p>
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Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.

SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Fireproofing sealant application is in progress.</p> <p><i>Photo 5.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Installation of the Ductless AC Unit, wall mounted in the new Electrical Room (drainage containment & electric pump on the floor).</p> <p><i>Photo 4.</i></p>

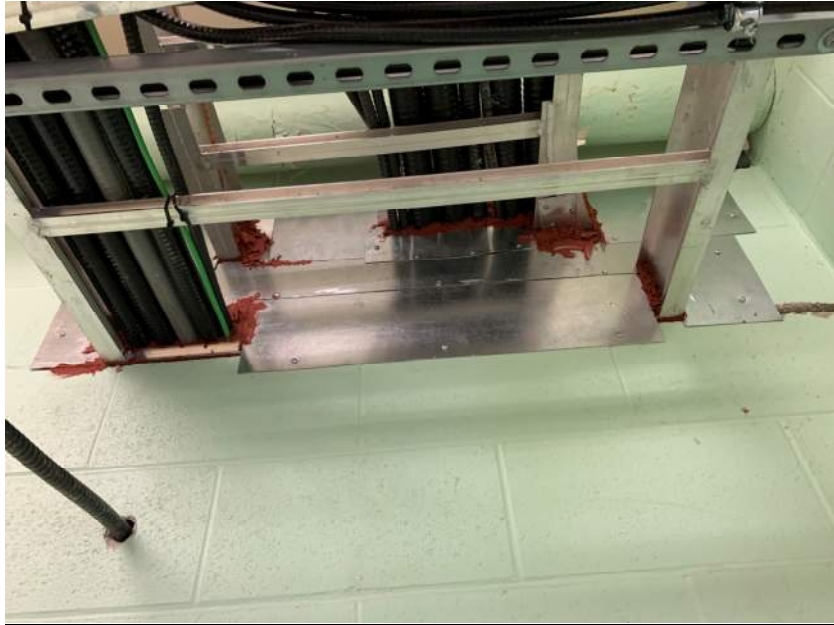

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: New float installation completed in the Sludge Pump room (Basement).</p> <p><i>Photo 6.</i></p>


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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Exterior fencing equipment onsite at the Arthur WWTP.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Electrical wire identification tape has been applied.</p> <p><i>Photo 2.</i></p>



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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Fire stop sealant has been installed inside and the admin building.</p> <p><i>Photo 3.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Fire stop sealant has been installed on outside the admin building.</p> <p><i>Photo 4.</i></p>

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Alum piping labels installed.</p> <p><i>Photo 5.</i></p>

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: WCCI completing the formwork for pouring the last sidewalk section to be installed.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: WCCI completing the final section of curb near South East corner of existing Sludge Treatment Facility.</p> <p><i>Photo 2.</i></p>

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Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI's Sub-contractor completing the perimeter fencing.

Photo 3.



Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI placing reclaimed topsoil in the areas outlined in the contract drawings.

Photo 4.

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p>Arthur Wastewater Treatment Plant Expansion:</p> <p>Shows: Gran. 'A' compaction of the Frederick St. pump station driveway.</p> <p><i>Photo 1.</i></p>
	<p>Arthur Wastewater Treatment Plant Expansion:</p> <p>Shows: Gran. 'A' compaction of the Frederick St. pump station driveway (Alt. 1).</p> <p><i>Photo 2.</i></p>

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



**Arthur Wastewater Treatment
Plant Expansion:**

Shows: Topsoil placed and graded ditch line. Area discussed with WCCI to reduce the steepness of the slope.

Photo 3.



**Arthur Wastewater Treatment
Plant Expansion:**

Shows: South wall of sludge pump building continuing to leak.

Photo 4.

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**Arthur Wastewater Treatment
Plant Expansion:**

Shows: Topsoil placed and
graded around WWTP.

Photo 5.



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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Straw bale erosion control blankets onsite.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: WCCI repaired the grade of the sloped ditch at the entrance to the WWTP.</p> <p><i>Photo 2.</i></p>

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Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI had sod placed in required areas.

Photo 3.

Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI completing the ditching, topsoil placement and grading of the ditch on the north side of the north asphalt driveway area.

Photo 4.



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Arthur Wastewater Treatment Plant Expansion:

Shows: Topsoil placed and graded around Frederick St. PS.

Photo 5.



Arthur Wastewater Treatment Plant Expansion:

Shows: Example of additional areas to be included in asphalt upgrade.

Photo 6.

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Roubos Hydroseeding Sub-Contractor.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Hydroseeding the lagoons area.</p> <p><i>Photo 2.</i></p>

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Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI completed applying the straw erosion cloth at the front of the WWTP.

Photo 3.



Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI completed applying the straw erosion cloth near the new equalization tank.

Photo 4.

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Arthur Wastewater Treatment Plant Expansion:

Shows: Hydroseeding at the Frederick St. Pump Station.

Photo 5.



Arthur Wastewater Treatment Plant Expansion:

Shows: Hydroseeding at the Frederick St. Pump Station (Alt. 1).

Photo 6.

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Existing sluice gate removed.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Newly placed SS sluice gate waiting to be completely secured and fastened.</p> <p><i>Photo 2.</i></p>

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Arthur Wastewater Treatment Plant Expansion:

Shows: Newly placed SS sluice gate waiting to be completely secured and fastened (Alt. 1).

Photo 3.



Arthur Wastewater Treatment Plant Expansion:

Shows: Grass growing in the hydroseeded locations.

Photo 4.

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Arthur Wastewater Treatment Plant Expansion:

Shows: Grass growing in the hydroseeded locations (Alt. 1).

Photo 5.



Arthur Wastewater Treatment Plant Expansion:

Shows: WCCI completed sack rubbing this half of the equalization tank.

Photo 6.

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SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Areas of the new equalization tank that have completed the sack rubbing.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Areas of the new equalization tank that have completed the sack rubbing (Alt. 1).</p> <p><i>Photo 2.</i></p>

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



Arthur Wastewater Treatment Plant Expansion:

Shows: Areas of the new equalization tank that have completed the sack rubbing (Alt. 2).

Photo 3.



Arthur Wastewater Treatment Plant Expansion:

Shows: Hydroseeded grass growing well where the straw bail cover was placed.

Photo 4.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



Arthur Wastewater Treatment Plant Expansion:

Shows: Sodded areas that have been cut.

Photo 5.



Arthur Wastewater Treatment Plant Expansion:

Shows: Sodded areas that have been cut (Alt. 1).

Photo 6.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.

SITE ACTIVITY PHOTOS	DESCRIPTION/NOTES
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: WCCI placing granular material around asphalt cuts for constructing ramps.</p> <p><i>Photo 1.</i></p>
	<p><u>Arthur Wastewater Treatment Plant Expansion:</u></p> <p>Shows: Hydroseeded areas growing well and starting to come in.</p> <p><i>Photo 2.</i></p>

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



**Arthur Wastewater
Treatment Plant Expansion:**

Shows: Hydroseeded areas growing well and starting to come in (Alt. 1).

Photo 3.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



Arthur Wastewater Treatment Plant Expansion:

Shows: Placing HL4 asphalt over the WWTP roadway.

Photo 1.



Arthur Wastewater Treatment Plant Expansion:

Shows: Placing HL4 asphalt over the WWTP roadway (Alt.1).

Photo 2.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



**Arthur Wastewater
Treatment Plant Expansion:**

Shows: QP re-milling lap joint sections to ensure sections meet the specifications.

Photo 1.



**Arthur Wastewater
Treatment Plant Expansion:**

Shows: milled section of road for connecting the existing road to the new road.

Photo 2.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



Arthur Wastewater Treatment Plant Expansion:

Shows: Newly placed and compacted HL3 asphalt.

Photo 3.



Arthur Wastewater Treatment Plant Expansion:

Shows: Newly cut grassed area around the WWTP.

Photo 4.

Inspections performed during the visit do not imply a thorough and continuous qualitative or quantitative verification of the works, unless a monitoring mandate has been awarded, requiring on-site residence and a sufficient number of inspectors for the whole duration of the works. In any case, the contractor remains the sole person in charge of verifying conformity to contract documents.



Staff Report

To: Mayor and Members of Council Meeting of October 12, 2021

From: Adam McNabb, Director of Finance
Matthew Aston, Director of Operations

Subject: OPS 2021-036 being a report to provide Council a financial update to the Arthur Wastewater Treatment Plant – Phase 1 Project

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report OPS 2021-036 being a report to provide Council with a financial update to the Arthur Wastewater Treatment Plant – Phase 1 Project.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Report CAO 2019-002 being a report on the Arthur Wastewater Treatment Plant Upgrade-Construction Tender Award

Report OPS 2020-027 being a report on the Arthur Wastewater Treatment Plant Phase 1 upgrade financial update

BACKGROUND

The last financial update for this project was brought to Council on October 13, 2020, and detailed the financial status of the Arthur Wastewater Treatment Plant Phase 1 upgrade project.

FINANCIAL CONSIDERATIONS

Approved Budget	\$8,530,000*
Approved Construction Tender Price	\$6,510,000**
Spend-to-Date	\$6,976,607***

*- Budget was approved as part of the 2019 budget process.

** - Tender is for Wellington Construction Contractors (WCCI) only and excludes taxes.

*** - Spend-to-date - September 17, 2021, and includes WCCI, engineering fees, and other associated expenditures.

ATTACHMENTS

Schedule A – Arthur WWTP Phase 1 Project Financial Summary

STRATEGIC PLAN 2019 – 2022

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

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Partnerships

Municipal Infrastructure

Alignment and Integration

Prepared By: Adam McNabb, Director of Finance
Matthew Aston, Director of Operations

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

Project Costs	Budget	2018	2019	2020	Significant Completion (Dec.16'20)	Post Significant Completion	Total	Remaining Budget
Administrative								
Sewage ECA Amendment	\$ 7,900.00	\$ -	\$ 4,536.35	\$ -	\$ 4,536.35		\$ 4,536.35	\$ 3,363.65
GRCA Permit	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,000.00
ESA Permit	\$ 800.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 800.00
Adversiting								
Fees for Advertising Development	\$ 1,000.00	\$ -	\$ 142.46	\$ -	\$ 142.46		\$ 142.46	\$ 857.54
Fees for media Distribution	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,000.00
Audit								
Financial Audit	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,035.20	\$ 2,035.20	\$ 5,464.80
Environmental Results by a third Party	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 5,000.00
Capitla Costs								
Phase 1 Construction Costs	\$ 8,044,000.00	\$ -	\$ 852,100.90	\$ 5,451,802.89	\$ 6,303,903.79	\$ 138,762.67	\$ 6,442,666.46	\$ 1,601,333.54
Meetings & Public Gatherings								
Facility Rental-project open house	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,000.00
Services								
Consulting Services during construction	\$ 564,000.00	\$ -	\$ 94,389.29	\$ 353,248.29	\$ 447,637.58	\$ 79,588.90	\$ 527,226.48	\$ 36,773.52
Consulting Services for post construction	\$ 29,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,000.00
Sub Total - Cash Costs	\$ 8,662,200.00	\$ -	\$ 951,169.00	\$ 5,805,051.18	\$ 6,756,220.18	\$ 220,386.77	\$ 6,976,606.95	\$ 1,685,593.05
In-Kind costs - Lead applicant - staff time	\$ 259,800.00		Not yet quantified		\$ -	\$ -	\$ -	
Total Project Costs	\$ 8,922,000.00	\$ -	\$ 951,169.00	\$ 5,805,051.18	\$ 6,756,220.18	\$ 220,386.77	\$ 6,976,606.95	\$ 1,685,593.05



OVCN

Ontario Volunteer Centre Network

Stronger Together

Volunteer Centres: Investing in People

The Ontario Volunteer Centre Network (OVCN) is the provincial network strengthening the individual and collective ability of Volunteer Centres in Ontario to promote, support, and enhance volunteerism.

Volunteers across Ontario continue to step up in the face of COVID-19. A record number of individuals have invested their time, talent and human spirit to meet essential needs in food security, health care, seniors' services, and taxation support and continue to support the delivery of social service programs in every corner of this province.

We See You.

As institutions struggled to adapt, you leaped into action by responding to local needs. Relentlessly organizing, connecting and sharing. Your local, grassroots efforts ensured that our province's most vulnerable community members were not left behind.

We Value You.

The reality is that the pandemic has impacted the volunteer infrastructure in Ontario. To recover from COVID-19, we need to invest in people. Ontario volunteers contribute \$2.07B to Canada's GDP as volunteerism plays a critical role in delivering essential programs, building personal opportunity (skills and employment) and fostering social inclusion.

You may be surprised to know that 1 in 2 organizations have laid-off or permanently re-deployed their volunteer leaders. This trend has significantly disrupted volunteer engagement across Ontario as volunteer demand outstrips the supply of available positions.

Over the past 18 months OVCN members have built connections with 4,300 nonprofits and 3.3 million volunteer seekers from every demographic and we're here to work with community partners and the provincial government to ensure we harness the Ontario Spirit as we #BuildBackBetter because every Ontarian benefits from the contribution of volunteers.

This Thanksgiving Holiday we know what we're grateful for: Ontario's 5.08 million volunteers.

We Thank You.

Community Reach (Midland)
 CONTACT Community Services (South Simcoe)
 Flamborough Connects
 INCommunities (Niagara Region)
 Information Orillia
 Pillar Nonprofit Network (London)
 PIN – The People and Information Network
 Sarnia Gives
 United Way of Kingston, Frontenac, Lennox & Addington
 Volunteer & Information Quinte
 Volunteer Action Centre (Waterloo Region)

Volunteer Centre of St. Lawrence-Rideau
 Volunteer Centre of United Way of Chatham-Kent
 Volunteer Centre of United Way Windsor-Essex County
 Volunteer Dufferin
 Volunteer Halton / Community Development Halton
 Volunteer Markham
 Volunteer MBC (Peel Region)
 Volunteer Ottawa
 Volunteer Sudbury
 Volunteer Thunder Bay
 Volunteer Toronto

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 083-21

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-3' of By-law 66-01 is amended by changing the zoning on lands described as Part Park Lot 9, RP 61R7008, PT Part 1, Geographic Township of Mount Forest, as shown on Schedule "A" attached to and forming part of this By-law from **Medium Density Residential (R2)** to **High Density Residential Exception (R3-61)**.
2. That Section 32, Exception Zone, is amended by the inclusion of the following exception:

32-61 Part Park Lot 9, RP 61R7008, PT Part 1 (773 Princess St.)	R3-61	Notwithstanding the provisions of Section 13.2.3.5 or any other section of the by-law, the minimum interior side yard is 7.6 m (24.9 ft) Notwithstanding the provision of Section 13.2.3.7 or any other section of this by-law, the maximum building height is 10.5 m (34.5 ft) and (2) two storeys. A maximum of thirty-two (32) apartment dwelling units shall be permitted.
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3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

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

READ A FIRST, SECOND THIRD TIME THIS 12TH DAY OF OCTOBER 2021.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 083-21

Schedule "A"



Passed this 12th day of October 2021

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 083-21

THE LOCATION OF THE SUBJECT LANDS

The property subject to the proposed amendment is described as Part Park Lot 9, RP 61R7008, PT part 1 and known municipally as 773 Princess Street, Geographic Town of Mount Forest. The property is approximately 0.64 ha (1.6 ac) in size and currently zoned Medium Density Residential (R2).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Medium Density Residential (R2) to High Density Residential (R3) to permit the construction of a 32-unit apartment building with a maximum height of 10.5 m and a minimum interior side yard setback of 7.6 m

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

BY-LAW NUMBER 094-21

BEING A BY-LAW TO ABANDON A PORTION OF THE SMID DRAIN, BRANCH B IN LOT 22 AND LOT 23 CONCESSION 6, FORMERLY ARTHUR TOWNSHIP NOW IN THE TOWNSHIP OF WELLINGTON NORTH.

AND WHEREAS notice has been given as per the Drainage Act R.S.O. 1990, Section 84 (2), of Council's intention to abandon a portion of the Smid Drain, Branch B Lot 22 and 23, Concession 6, formerly Arthur Township, now Township of Wellington North.

AND WHEREAS no owner has notified the Clerk, in writing, in opposition to the proposed abandonment of the Smid Drain Branch B;

AND WHEREAS the Smid Drain Branch B is a tributary ditch located fully on the South Half of Lot 22 and Lot 23, Concession 6 and primarily services that property (see attached Schedule "A").

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

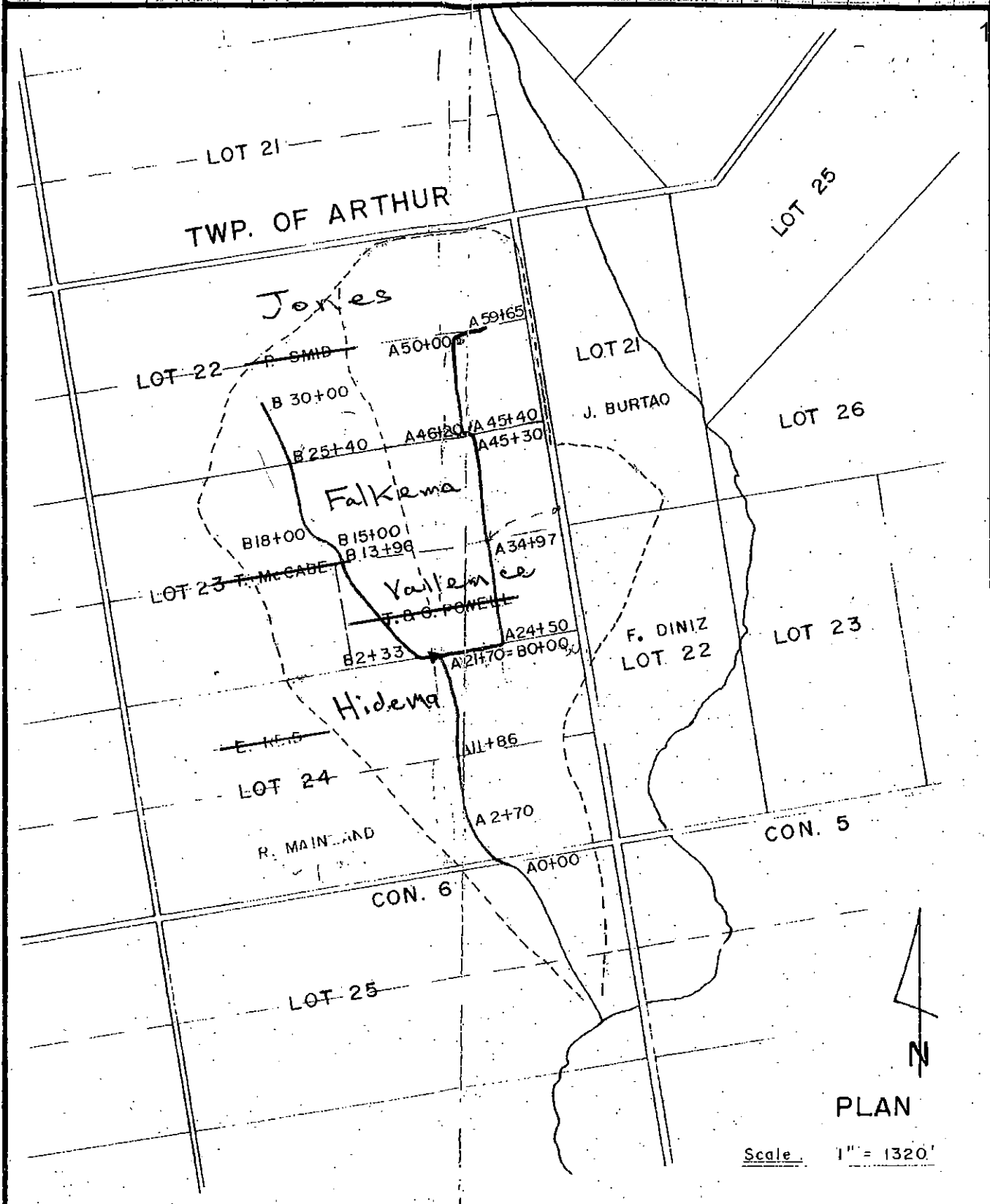
1. THAT Branch B of Smid Drain, South Half Lot 22 and Lot 23, Concession 6, formerly Arthur Township, now Township of Wellington North be hereby abandoned from Station B2+33 upstream to Station B30+00 and that hereafter the municipality has no further obligation with respect to this portion of that drainage works;
2. AND FURTHER THAT the Branch B drain from its outlet into Branch A at Station B0+00 upstream along the Lot 23 and Lot 24 line to Station B2+33 will remain a municipal drain.
3. AND FURTHER THAT the map indicating the location of this portion of abandoned drainage works be hereto attached as Schedule A and become part and parcel of this by-law.
4. AND FURTHER THAT By-law 1089 (found in By-law 85-043) be repealed.

5. AND FURTHER THAT this by-law shall come into force on and take effect upon its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



1968 Plan of Smid Drain
 by Wm. Mannerow, P. Eng.

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

BY-LAW NUMBER 095-21

BEING A BY-LAW TO ABANDON A PORTION OF THE OF CARDY DRAIN BRANCH B IN THE EAST HALF LOT 27, CONCESSION 5, WEST GARAFRAXA GEOGRAPHICAL TOWNSHIP, NOW IN THE TOWNSHIP OF WELLINGTON NORTH.

AND WHEREAS notice has been given as per the Drainage Act R.S.O. 1990, Section 84 (2), of Council's intention to abandon a portion of Cardy Drain Branch B West Garafraxa, now Township of Wellington North;

AND WHEREAS no owner has notified the Clerk, in writing, in opposition to the proposed abandonment of the Cardy Drain Branch B;

AND WHEREAS the portion of Branch B to be abandoned is a tributary ditch located on the E1/2, Lot 27, Concession 5 and primarily services that property (see attached Schedule A).

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

1. THAT the Cardy Drain Branch B of West Garafraxa, located on the E1/2 of Lot 27, Concession 5 be hereby and henceforth abandoned and that hereafter the municipality has no further obligation with respect to this portion of that drainage works; and,
2. AND FURTHER THAT the portion of Branch B from Station B21+70, (Lot 26 - Lot 27, Concession 5 line) downstream to its outlet at Station B0+00 at Branch A of the Cardy Drain, shall remain a municipal drain.
3. AND FURTHER THAT the map indicating the location of this portion of abandoned drainage works be hereto attached as Schedule A and become part and parcel of this by-law.
4. AND FURTHER THAT West Garafraxa Township By-law 7-1973 be repealed.

5. AND FURTHER THAT this by-law shall come into force on and take effect upon its final passing.

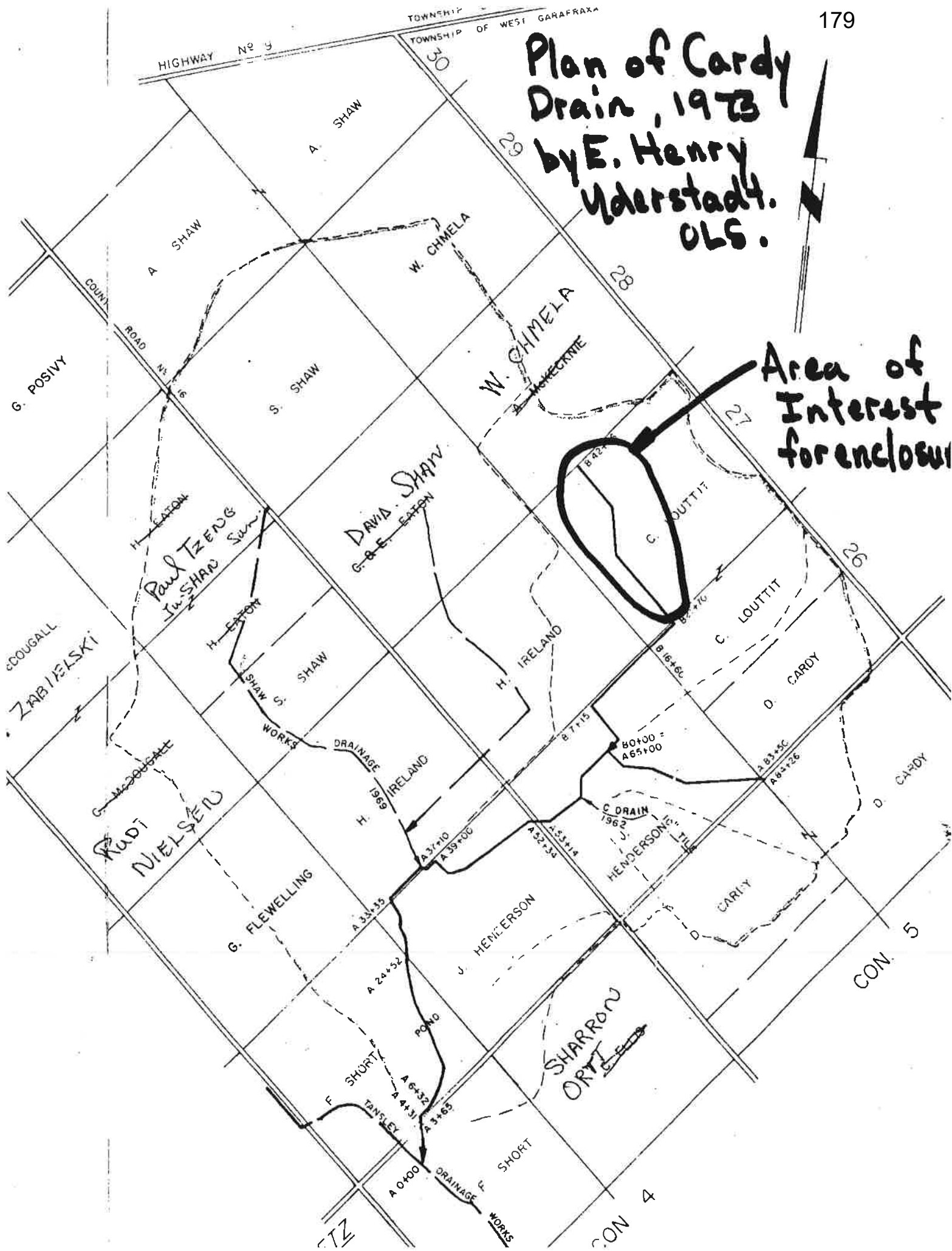
**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE CLERK

Plan of Cardy Drain, 1973 by E. Henry Understadt, OLS.

Area of Interest for enclosure



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

BY-LAW NUMBER 097-21

**BEING A BY-LAW TO AUTHORIZE A FIRE DISPATCH
SERVICES AGREEMENT BETWEEN THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH AND THE
CORPORATION OF THE CITY OF GUELPH**

WHEREAS the Corporation of the Township of Wellington North and the Corporation of the City of Guelph have agreed to enter into a Fire Dispatch Services Agreement.

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

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

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 12TH DAY OF SEPTEMBER, 2021**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

FIRE DISPATCH SERVICES AGREEMENT

This fire dispatch services agreement is between:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH,

("Township")

- And -

THE CORPORATION OF THE CITY OF GUELPH,

("City")

WHEREAS the parties entered into an agreement dated July 10, 2007 and one amending agreement dated February 7, 2011 (collectively the "**Previous Agreement**") as indicated in Appendix "A" to this agreement, whereby the City agreed to provide certain fire dispatch services to the Township;

AND WHEREAS the parties wish to replace the Previous Agreement with this agreement;

AND WHEREAS the Township operates, at its own sole cost, volunteer fire departments located in Arthur, Ontario and Mount Forest, Ontario (collectively "**Volunteer Fire Department**");

The parties agree as follows:

PART I – RETAINER

1. Services

- (1) The Township hereby retains the City, exclusively, subject to the provisions of this agreement, including Appendix "A", to provide all fire dispatch services ("**Fire Dispatch Services**") for the Township, wherever the Township provides fire services, and the City shall provide those Fire Dispatch Services to the Township under the general direction and control of the Township.
- (2) For purposes of this agreement, Fire Dispatch Services means the following:
 - (a) The City shall accept calls from the public service answering point for 911 calls, Police, Central Ambulance Communications Centre and directly from the public, and direct them to the City's Emergency Services – Guelph Fire Department (the "**Guelph Fire Department**");

- (b) In response to such calls, the Guelph Fire Department shall page the Volunteer Fire Department to reply to them;
 - (c) The Township shall acknowledge, to the Guelph Fire Department, receipt of each dispatch received from the Guelph Fire Department and shall acknowledge, to the Guelph Fire Department, when each dispatched unit is en route, on scene and returning;
 - (d) The Guelph Fire Department shall monitor all incidents dispatched to the Township and provide a level of support equal to that provided to the City; this will include but not be limited to tracking resources on scene, monitoring radio calls for safety, providing notifications, requesting extra resources, etc.;
 - (e) The Guelph Fire Department shall provide incident information to the Township in the format conforming to the radio standard implemented by the Fire Chiefs of Wellington County; and
 - (f) The Guelph Fire Department shall keep an electronic record of the telephone and radio transmissions and provide copies to the Township upon request.
- (3) The Fire Dispatch Services do not include monitoring or responding to any electronic emergency alarm activations from any individuals in the Volunteer Fire Department.
- (4) The City shall provide the Fire Dispatch Services in compliance with:
- (a) The most current requirements of the National Fire Protection Association 1221; and
 - (b) When they become applicable, all standards under the *Fire Protection and Prevention Act, 1997*.

2. Fees

- (1) The Township shall pay the City fees for the Fire Dispatch Services as set out in this agreement.
- (2) The dispatch fee (“**Dispatch Fee**”) payable by the Township to the City, for the Fire Dispatch Services for each year will be established as follows. As early as possible each year, the City shall:
 - (a) Establish the population of the Township (the “**Township Population**”) based on recent Statistics Canada census information;
 - (b) Take the rate that it established by October of the previous year, per capita, of providing Fire Dispatch Services to the Township (the “**Per Capita Rate**”), based on factors including the rate for the prior year, cost adjustments and rates charged by comparator providers;

- (c) Calculate the amount of the Dispatch Fee for providing Fire Dispatch Services to the Township for the current year, as the product of the Township Population and the Per Capita Rate; and
 - (d) Invoice the Township for this Dispatch Fee on or before April 1 of the applicable year.
- (3) The Township shall pay the Dispatch Fee for each year to the City in a lump sum on or before June 30 of the applicable year.
- (4) The Township acknowledges that the initial Township Population, as at the date of this agreement, is as set out in Appendix "A".
- (5) The Township acknowledges that the initial Per Capita Rate, as at the date of this agreement, is as set out in Appendix "A".
- (6) In addition to the Dispatch Fee, the Township shall, for each month, pay to the City in respect of the Fire Dispatch Services, a mobile radio fee (the "**Mobile Radio Fee**") established as follows:
- (a) As at the date of this agreement, and initially, the number of mobile radios ("**Number of Mobile Radios**") is as set out in Appendix "A";
 - (b) The City may adjust the Number of Mobile Radios from time to time;
 - (c) The mobile radio rate (the "**Mobile Radio Rate**") will initially be the amount per month per mobile radio participating in the Fire Dispatch Services, as set out in Appendix "A";
 - (d) The City may adjust the Mobile Radio Rate from time to time in accordance with any adjustments in the cost per mobile radio imposed on the City by the provider of the mobile radio service; and
 - (e) The Mobile Radio Fee for a month will be the product of the Number of Mobile Radios applicable to that month and the applicable Mobile Radio Rate.
- (7) Notwithstanding the foregoing, if the City should ever, in the proper provision of the Fire Dispatch Services to the Township, be required to make any special expenditures beyond the usual operating expenditures (for example, to upgrade the mobile radio services), which expenditures cannot be recovered otherwise, then the City may add such expenditures to the fees provided for above.

PART II – TOWNSHIP OBLIGATIONS

3. Chargeable Amounts

- (1) The City may charge the Township for any Harmonized Sales Tax or any other applicable taxes payable on the fees and expenditures charged by the City to the Township.

- (2) When this agreement is terminated, the Township shall pay the City on a pro-rated basis, for the chargeable fees, expenditures and taxes incurred up to the effective date of such termination, or a later date if services, already commenced by the City, cannot reasonably be discontinued until such later date.

4. **Volunteer Fire Department**

- (1) The Township shall continue to operate, at its own sole cost, the Volunteer Fire Department.

PART III – COMMUNICATIONS BETWEEN THE PARTIES

5. **Contacts and Communication**

- (1) The Township shall treat the City's Fire Chief as the City's principal contact in respect of all aspects of this agreement, unless otherwise directed or permitted in writing by the City.
- (2) The City shall treat the individual indicated in Appendix "A" as the Township's principal contact in respect of all aspects of this agreement, unless otherwise directed or permitted in writing by the Township.
- (3) Although this agreement is a public document, neither party shall communicate with the media about the services provided pursuant to this agreement except with the prior written approval of the other party.

6. **Notices**

- (1) In this agreement "**Notice**" means any notification or communication required or permitted to be given by one party to the other party under this agreement.
- (2) A party giving Notice shall give it in writing and shall deliver it by personal delivery, email, facsimile, courier or prepaid regular mail to an address of the other party provided for in this agreement.
- (3) Either party may from time to time change any of its addresses by Notice given in accordance with this section.
- (4) A Notice sent by personal delivery is deemed to be delivered on the date it is personally delivered. A Notice sent by email is deemed to be delivered upon the sender receiving from the recipient a written acknowledgment of receipt. A Notice sent by facsimile is deemed to be delivered one day after the date it is sent. A

Notice sent by courier is deemed to be delivered two days after the date it is sent. A Notice sent by prepaid regular mail is deemed to be delivered three days after the date it is sent, provided that if a postal interruption occurs, the Notice is deemed to be delivered three days after the resumption of postal service.

(5) The initial address for the City are as follows:

Fire Chief
Guelph Fire Department
The Corporation of the City of Guelph
50 Wyndham Street South
Guelph, ON. N1H 4E1
Tel: 519-824-6590
john.osborne@guelph.ca

(6) The initial addresses for the Township are as set out in Appendix "A".

7. Confidential Information

(1) In this agreement:

- (a) **"Confidential Information"** means any information, whether oral, written, visual, electronic, or in any other form, relating in any way to this agreement, which is identified as confidential or that would reasonably be considered as being confidential;
- (b) **"Disclosing Party"** means the party disclosing Confidential Information;
- (c) **"Receiving Party"** means the party receiving Confidential Information, and includes all Representatives of that party; and
- (d) **"Representative"** of a party includes every partner, associate, officer, director, employee, consultant, subconsultant, contractor and agent of the party.

(2) The Receiving Party shall use Confidential Information only for the purposes of this agreement.

(3) Except as provided in this agreement, the Receiving Party shall keep confidential all Confidential Information disclosed to it by the Disclosing Party.

(4) The Receiving Party shall not copy or transcribe into another form, any Confidential Information received from the Disclosing Party except as reasonably necessary.

- (5) The Receiving Party shall protect the Confidential Information disclosed to it by the Disclosing Party, in the same manner and to the same extent that it protects its own Confidential Information.
- (6) Upon the termination of this agreement, or earlier upon the request of the Disclosing Party, the Receiving Party shall promptly destroy or return (as directed by the Disclosing Party) all copies of the Confidential Information disclosed to the Receiving Party.
- (7) The Receiving Party may disclose Confidential Information if:
 - (a) The Disclosing Party consents;
 - (b) The Receiving Party is required by law to disclose it; or
 - (c) The Confidential Information is generally and publicly available.
- (8) If the Receiving Party is required by law to disclose Confidential Information, it shall promptly notify the Disclosing Party so that the Disclosing Party may intervene to prevent the disclosure.
- (9) The Receiving Party shall ensure that all Representatives of the Receiving Party comply with all the provisions of this agreement relating to Confidential Information and the Receiving Party shall be responsible for any failure by any Representative to do so.
- (10) Each party specifically acknowledges that the other party is subject to the *Municipal Freedom of Information and Protection of Privacy Act*, and that the other party may be compelled to disclose certain Confidential Information.
- (11) If either party breaches any provision of this agreement relating to Confidential Information, it shall immediately give Notice of such breach to the other party and take all necessary steps to limit the extent and impact of the breach.
- (12) The harm that would be suffered by a party in the event of a breach of the provisions of this agreement relating to Confidential Information by the other party would not be compensable by monetary damages alone. Therefore a party shall be entitled, in addition to any other remedies, to seek an injunction against a breach or threatened breach of any such provision.
- (13) The provisions of this agreement relating to Confidential Information will remain in effect for five years after the termination of this agreement.

PART IV – GENERAL

8. Commencement, Term, Termination and Delay

- (1) This agreement will become effective when both parties have signed it. The date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature) will be deemed the date of this agreement.
- (2) The initial term of this agreement will be 5 years, commencing upon January 1 of the year after this agreement becomes effective. Unless terminated, this agreement will be automatically renewed from year to year thereafter.
- (3) Either party may, with or without cause, terminate this agreement at the end of a calendar year, upon at least one year's Notice.
- (4) Whenever and to the extent a party is unable to fulfil, or is delayed or restricted in fulfilling, any of the obligations under this agreement by reason of any cause beyond the party's reasonable control, then the time for fulfilling such obligation is to be extended for such reasonable time as may be required by the party to fulfil such obligation, provided that any such inability, delay or restriction does not relate, to any extent, to any act or omission by such party or any of its Representatives or others for whom it is at law responsible, and further provided that the party seeking such extension submits promptly to the other party a Notice of extension of time and the specific reason and expected duration of such extension.

9. Relationship between Parties & Insurance

- (1) The City shall not be liable to the Township or any other person for any liability, claim, damage, costs, suit or action in respect of any property damage or personal injury, including death, howsoever caused, relating in any way whatsoever to the provision of or failure to provide services by the City or any of its Representatives, or arising directly or indirectly from this agreement, except where any property damage or personal injury, including death, is due solely to the gross negligence of the City or any of its Representatives, and the Township hereby releases the City and its Representatives accordingly. The provisions of the *Fire Protection and Prevention Act, 1997* respecting protection from personal liability and non-relief from liability apply notwithstanding any provision of this agreement. Further, the Township shall indemnify and save harmless the City, its members of council, officers, employees, servants and agents (collectively "Indemnitees") against any and all claims, demand, damages, costs (including legal costs), expenses, actions and causes of action

which may be brought against or upon the Indemnitees and against loss, costs, damages or expenses which the Indemnitees may suffer, incur or be liable to resulting from, or in any way arising directly or indirectly from the City providing or failing to provide fire dispatch services to the Township or from the provisions of this Agreement. This section will survive the termination of this agreement.

- (2) The Township and the City are independent contracting parties of each other. Neither party shall, except as the other party may specifically authorize in writing, enter into any contracts or commitments in the name of or on behalf of the other party, or bind the other party in any respect whatsoever. Neither party is a partner, joint venturer, agent or employee of the other party.
- (3) The Township shall not assign this agreement or any of the rights, benefits or obligations under this agreement.
- (4) This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes any prior commitment, representation, warranty, arrangement, understanding or agreement, written or oral, collateral or other, with respect to the subject matter hereof, existing between the parties at the date of execution of this agreement.
- (5) Without restricting the generality of the provisions in this agreement related to indemnification, the Township shall, at its own expense, purchase and maintain the following insurance, with insurers licensed to transact insurance business in Ontario and in a form satisfactory to the City: (a) commercial general liability insurance covering all liabilities for personal injury and property damage arising from the services, including personal injury, death, damage to and loss of use of property, with limits of not less than \$5,000,000 for each occurrence; and (b) if the Township will use or provide for use of motor vehicles in performing the services, automobile (motor vehicle) insurance covering all liabilities for personal injury and property damage arising from the use of such vehicles, with limits of liability of not less than \$2,000,000 for each occurrence, and including: (i) standard owner's form automobile policy providing third party liability and accident benefits insurance; (ii) coverage of licensed vehicles owned or operated by or on behalf of the Township; and (iii) standard non-owned automobile form policy including contractual liability endorsement. The Township shall ensure that the foregoing commercial general liability insurance names "The Corporation of the City of Guelph" as additional insured and is endorsed to provide the City with not less than thirty (30) days' notice, in advance, of any cancellation, change, or amendment of the Township's insurance coverage. The Township shall ensure that the foregoing insurance is primary and non-contributory. On or prior to the commencement of this agreement the Township shall forward Certificates of the Insurance acceptable to the City

evidencing this insurance and thereafter on or prior to the expiry of the insurance coverage.

10. Waiver

- (1) A party may by Notice waive any of its rights, powers or remedies under this agreement.
- (2) The failure of either party to exercise any of its rights, powers or remedies under this agreement or its delay in doing so, does not constitute a waiver of any rights, powers or remedies. A single or partial exercise of a right, power or remedy does not prevent its subsequent exercise or the subsequent exercise of any other right, power or remedy.

11. Interpretation

- (1) This agreement is to be construed with all changes in number and gender as may be required by the context.
- (2) The division of this agreement into sections, subsections and clauses is for convenience of reference only and does not affect the interpretation.
- (3) The obligations of the parties contained in this agreement have, where applicable, the status of representations, warranties and covenants by the respective obligated party.
- (4) This agreement is to be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable there.
- (5) Time is to be of the essence of this agreement, including if any extension is permitted.
- (6) Any reference in this agreement to legislation, policies or rules is to such legislation, policies or rules as amended, extended, re-enacted or replaced.
- (7) The parties may sign this agreement by electronic signature and/or in counterparts with the same effect as if the parties had signed the same document. Any counterparts are to be construed together and will constitute one and the same original document. The parties shall deliver any executed counterparts of this agreement in accordance with the provisions set out in this agreement for delivery of Notices.

- (8) All provisions of this agreement are severable, and if any provision is declared invalid, void or unenforceable by a court of competent jurisdiction, the remaining provisions of this agreement remain in full force and effect.

12. Miscellaneous

- (1) This agreement is to enure to the benefit of and bind the parties and their respective heirs, executors, administrators, successors and permitted assigns.
- (2) No change or modification of this agreement is valid unless it is in writing and signed by each party.
- (3) The Previous Agreement shall terminate on the day immediately prior to the date this agreement becomes effective.

[SIGNATURE PAGE FOLLOWS]

Each party is signing this agreement on the date stated opposite that party's signature.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

Date

By: _____
Name:
Title:

Date

By: _____
Name:
Title:

We have authority to bind the corporation.
The Township's Council has endorsed this agreement.

THE CORPORATION OF THE CITY OF GUELPH

Date

By: _____
Name:
Title:

I have authority to bind the corporation.

Appendix "A"

General

Township: Wellington North

Date of Previous Agreement: agreement dated July 10, 2007 and amending agreement dated February 7, 2011.

Special dispatch arrangements with this Township: None.

Dispatch Fee calculation

Year of Statistics Canada census information used for determining Township Population as at the date of this agreement: 2016

Township Population as at the date of this agreement: 11, 914

Per Capita Rate as at the date of this agreement: \$2.35 per capita.

Mobile Radio Fee calculation

Number of City Mobile Radios as at the date of this agreement: 2

Mobile Radio Rate as at the date of this agreement: \$40.00 per month per City Mobile Radio.

Contact

Initial principal contact individual and addresses for the Township:

Title: Chris Harrow, Fire Chief
Township: The Corporation of
the Township of Wellington
North
Street address: P.O. Box 125,
7490 Sideroad 7W
Kenilworth, ON N0G 2E0

Telephone: 519-848-3620
Mobile phone: 519-503-9545
Email:
charrow@wellingtonnorth.com

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

BY-LAW NUMBER 098-21

**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
OCTOBER 12, 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 October 12, 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 12TH DAY OF OCTOBER, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK