

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF COUNCIL; PUBLIC MEETING
JANUARY 8, 2018 2:00 P.M. (CLOSED SESSION @ 1:30 P.M.)
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

CALLING TO ORDER - Mayor Lennox

ADOPTION OF THE AGENDA

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION (starts ½ hour earlier than Council Meeting)

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

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

1. REPORTS

- a) Report EDO 2018-003 potential sale of land Part Lot 32, Concession 1, Division 3, Normanby, now Wellington North
- b) Report CLK 2018-004 potential sale of land Hwy 109 Arthur

2. REVIEW OF CLOSED SESSION MINUTES

- a. December 18, 2017

O' CANADA

PRESENTATIONS

Nicholas Schulz, Executive Director, Cornerstone Standards Council 001
b. Recognizing Responsible Aggregate Practices

Jeff Coburn, Coburn Insurance Brokers Ltd 014
Representatives of Jardine Lloyd Thompson Canada Inc.
c. 2018 Insurance Proposal

RECESS TO MOVE INTO PUBLIC MEETING

- Reginald Small – Minor Variance

RESUME REGULAR MEETING OF COUNCIL

ADOPTION OF MINUTES OF COUNCIL

- Special Council Meeting December 18, 2017 034
- Council Meeting of December 18, 2017 036

BUSINESS ARISING

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Wellington North Cultural Roundtable, December 7, 2017 043
- b. Wellington North Growth Management Strategy Steering Committee Meeting #4, December 13, 2017 046
- c. Saugeen Valley Conservation Authority, October 17, 2017 051
- d. Maitland Valley Conservation Authority, Board of Directors Meeting #11/17, November 15, 2017 056

- e. Grand River Conservation Authority Water Managers Working Group, December 6, 2017 062

Business: Reports, recommendations, correspondence for direction

2. PLANNING

- a. Planning Report from Curtis Marshall, Senior Planner - County of Wellington, dated December 18, 2017, regarding South Saugeen Developments Inc., Cork Street, Mount Forest, Zoning By-law Amendment – Final Recommendation Report 067
- b. Planning Report from Curtis Marshall, Senior Planner - County of Wellington, regarding exemption of lands from Part Lot Control (Part of Part Lot 4, South Side of Birmingham Street, Plan for the Town of Mount Forest, being Part 3 on Plan 61R11573, together with an easement as in WC319506. Township of Wellington North) 071A

3. FINANCE

- a. Cheque Distribution List dated January 2, 2018 072

4. ECONOMIC DEVELOPMENT

- a. Report EDO 2018-01 Mount Forest Minor Ball Community Initiated Project 075
- b. Report EDO 2018-02 Community Growth Plan Update 081

5. PUBLIC WORKS

- a. B.M. Ross and Associates Limited, correspondence dated January 3, 2018, regarding Lucas Subdivision, Mount Forest (Reeves) Draft Plan 23T-79087, Preliminary Acceptance of Stages 1 & 2, Phase 1 (Lots 8 to 20) 085

6. ADMINISTRATION

- a. Crime Stoppers Guelph Wellington, Newsletter, The Informant – Winter 2017-18 094
- b. Town of Erin, correspondence dated December 5, 2017 regarding limited funding towards Conservation Authorities 096
- c. Report CAO 2018-001 – Rural School Zones 097
- d. Report CAO 2018-002 Strategic Plan 2018 Priorities 109
- e. Report CLK 2018-001 being a report on Consent Application B162-17 (Keeping) known as Part Lot 13, Concession 4, formerly West Luther, now the Township of Wellington North 122
- f. Report CLK 2018-002 being a report on Consent Application B170-17 (Klingenmaier) known as Part Lot 20, Concession 10, formerly Arthur Township, now the Township of Wellington North 128
- g. Report CLK 2018-003 being a report to consider a petition for Municipal Drain (Culp) 133

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

BY-LAWS

- a. By-law Number 001-18 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2018 138
- b. By-law Number 002-18 being a by-law to levy a special local municipality levy on the residential class of rateable property within the Township for the 2018 taxation year 141
- c. By-law Number 003-18 being a by-law to provide for an interim tax levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears 145
- d. By-law Number 004-18 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (South Saugeen Developments Inc.) 148
- e. By-law Number 005-18 being a by-law to establish the fees and charges for various services provided by the municipality 151
- f. By-law Number 006-18 being a by-law to exempt lands from Part Lot Control (Part of Part Lot 4, South Side of Birmingham Street, Plan for the Town of Mount Forest, being Part 3 on Plan 61R11573, together with an easement as in WC319506. Township of Wellington North) 162
- g. By-law Number 007-18 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the *Development Charges Act* – known as 510 Sligo Road West, Mount Forest, ON (Evan John Frank Shortreed) 164

CONFIRMATORY BY-LAW NUMBER 008-18 169

ADJOURNMENT

M E E T I N G S , N O T I C E S , A N N O U N C E M E N T S		
January 18th, 2018	Cultural Roundtable Meeting	12:00 p.m.
January 22 to 23, 2018	ROMA Conference	
January 22, 2018	Regular Council Meeting	7:00 p.m.
January 24 th , 2018	Community Growth Plan Public Meeting	7:00 p.m.– 9:00 p.m.

The following accessibility services can be made available to residents upon request with two weeks' notice:

Sign Language Services – Canadian Hearing Society – 1-877-347-3427

- Kitchener location – 1-855-656-3748

TTY: 1-877-843-0368 Documents in alternate forms – CNIB – 1-800-563-2642



Cornerstone Standards Council

Recognizing Responsible Aggregate Practices

A prosperous and
environmentally and
socially responsible
aggregate materials
industry



Today's Situation

Community Perspective

- ✘ Expensive and time consuming
- ✘ Community concerns not consistently addressed, e.g. noise, water issues, air pollution, traffic safety, blasting schedule
- ✘ Environmental impacts not adequately mitigated
- ✘ Complexity of Ontario's hydrogeology inadequately addressed and concerns around monitoring
- ✘ Lack of clarity around final extraction and rehabilitation

Industry Perspective

- ✘ Expensive and time consuming
- ✘ Uncertain licensing outcomes and inconsistent application of regulatory inspections
- ✘ Poorly defined social and environmental expectations translate into difficulty in obtaining public support even for the best-in-class operators
- ✘ No differentiation between more and less responsible operations ('a quarry is a quarry' to the general public)
- ✘ Lack of incentive and/or reward for more responsible operators



Encourage businesses to continually strive for a higher bar by:

- ✓ Establishing clear and measurable standards to adapt over time
- ✓ Providing third-party verification that their practices meet the standards
- ✓ Building social license and brand support amongst stakeholders
- ✓ Promoting certified products to purchasers as a more socially and environmentally responsible choice

CSC's approach follows the successful use of voluntary certification in other resource sectors





CORNERSTONE
STANDARDS COUNCIL

What is the Cornerstone Standards Council?

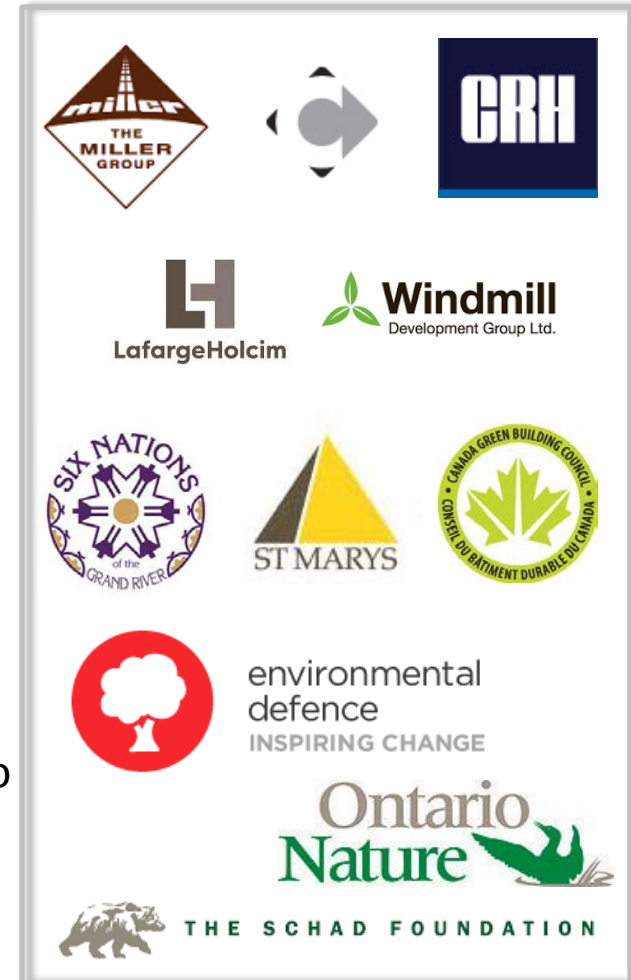
We are a ground-breaking **collaboration** of aggregate operators, environmental leaders, community advocates and experts in certification.

CSC **believes** in an aggregate sector that is:

- Prosperous;
- Respectful of the natural environment;
- A good neighbour and employer

We work to develop voluntary **Standards** for the responsible siting and operation of aggregates in Ontario.

- Independent, third-party auditors verify and monitor to determine if aggregate sites meet the requirements of our Standard.
- Only successful sites receive certification seal for responsible aggregate operations.



CSC Board of Directors

Environmental Caucus

- Lorne Johnson, Schad
- Peter Kendall, Earth Rangers
- Tim Gray, Environmental Defence
- Caroline Schultz, Ontario Nature
- Dick Hibma, Community
- Wendy Franks, Community

Procurement Caucus

- Rodney Wilts, Windmill Developments
- Thomas Mueller, Canada Green Building Council

Industry Caucus

- John Pontarollo, CRH Canada
- Xavier Guesnu, Lafarge Canada
- Ryan Essex, Miller Group
- Steve Cruickshank, Cruickshank Construction
- Edilson Chimilovski, CBM/St Marys

Responsible Aggregate Standard

Our Responsible Aggregate Standard aims to provide clear, practical and measurable requirements for socially and environmentally responsible aggregates in Ontario. Developed through collaboration by a multi-stakeholder panel of agriculture, community, environmental, First Nations and industry representatives, this Standard has undergone extensive consultation, field testing, and is in the final stage of review.

Principle 1 – Compliance with Laws

Principle 2 – Community notification, consultation and participation

Principle 3 – Respect for Aboriginal peoples' rights and culture

Principle 4 – Benefits to host communities and employees

Principle 5 – Site stewardship and impacts to environment, water, agriculture and health

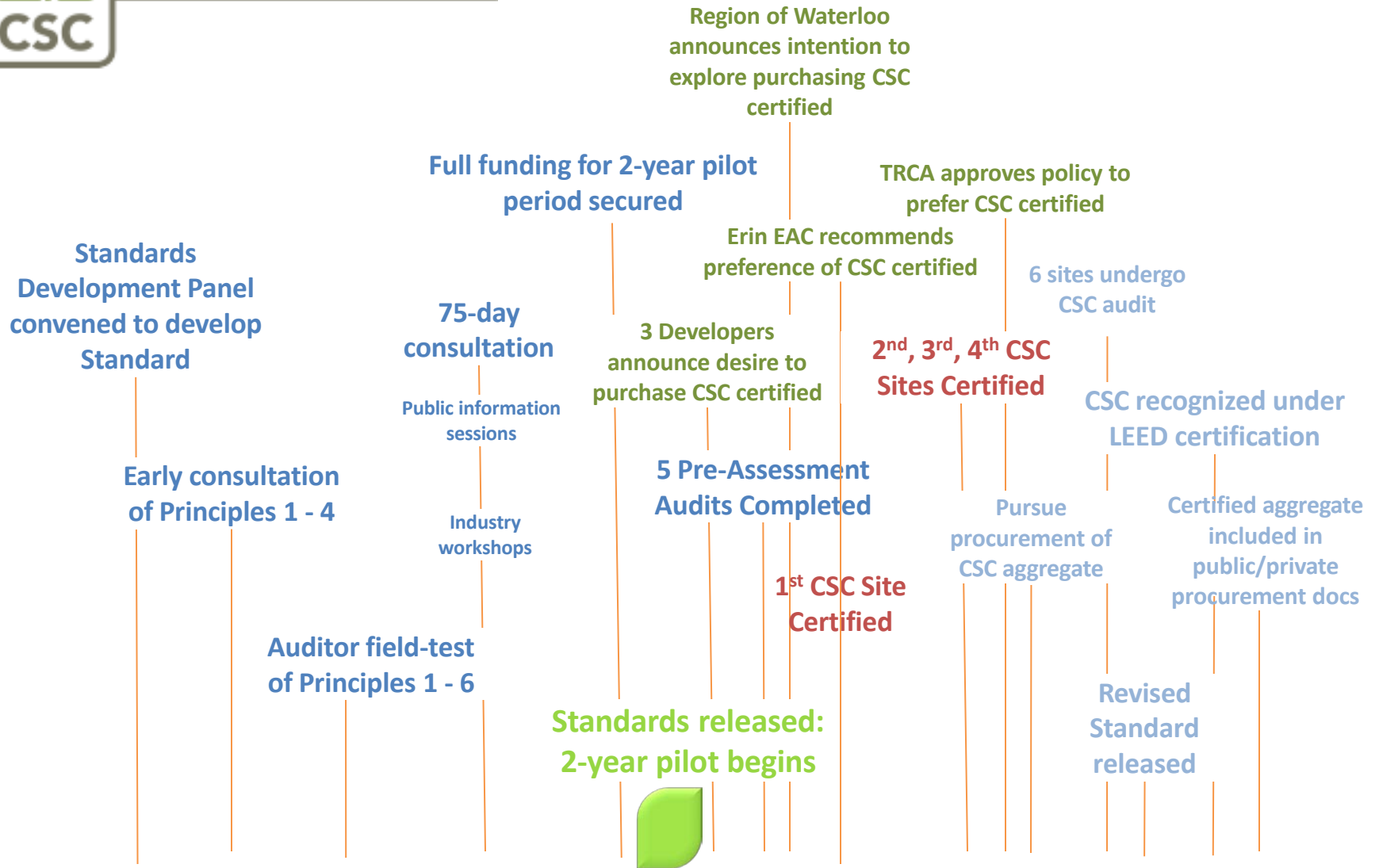
Principle 6 – Resource efficiency and conservation

Principle 7 – Point of origin



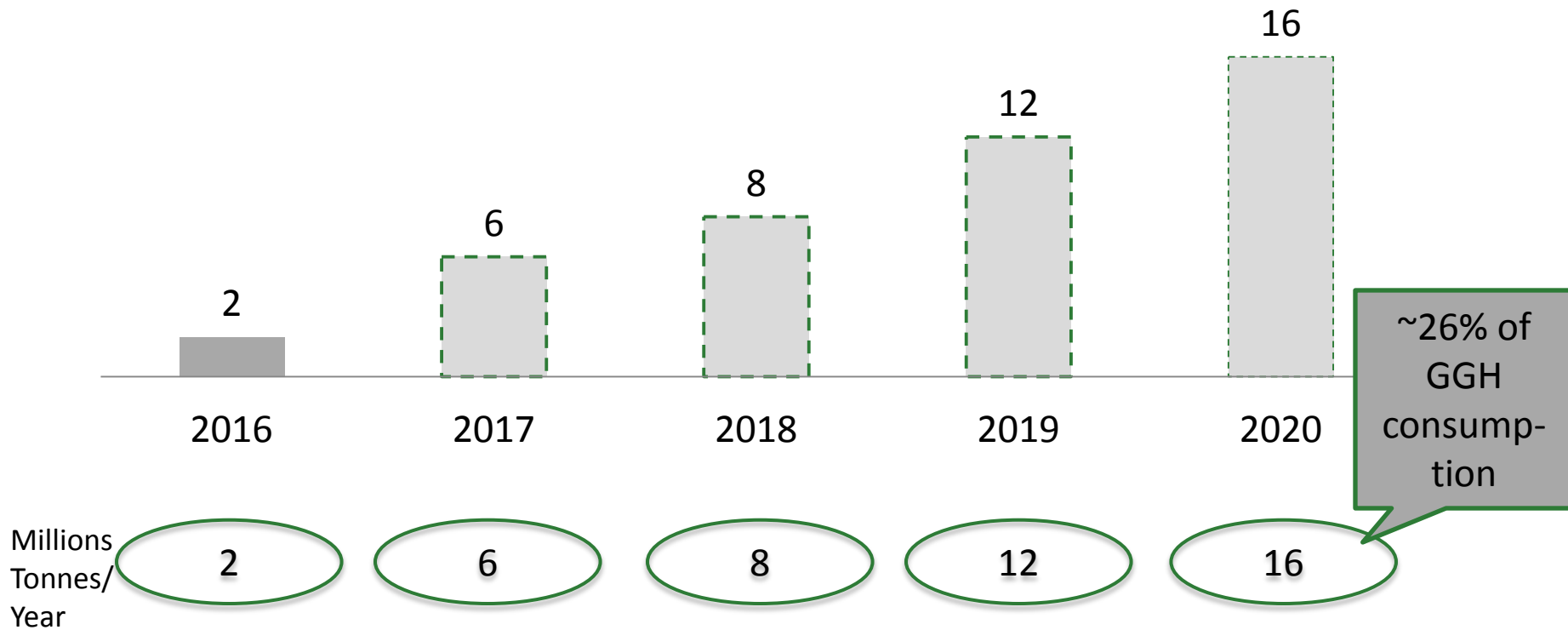
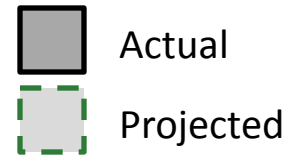
CSC Certification verifies that sites have:

- Increased transparency
- Meaningful engagement with interested parties
- Progressive and expeditious rehabilitation
- Local hiring and procurement policies
- Standard operating practices to address issues like dust, noise, water-taking, water-discharge, traffic, fuel storage and spills response
- Rehabilitation of Class 1 – 3 farmlands
- Strengthened natural heritage



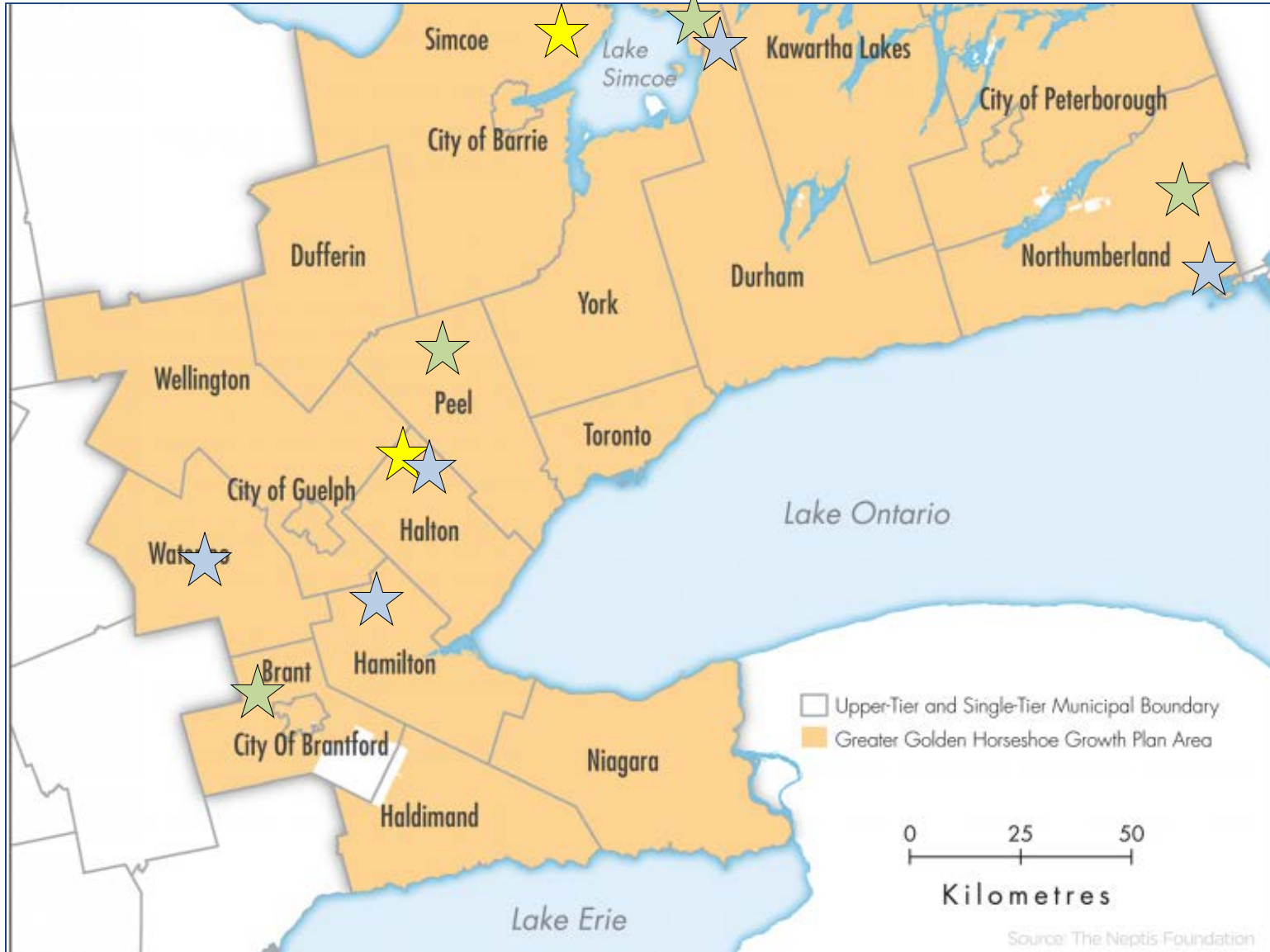


Number of CSC Certified Sites





Where to find CSC aggregates



-  Certified Site
-  Pre-Assessment Completed
-  Potential Site Identified

Building Supply

2017

- 4 sites successfully achieved certification
- 1 site failed audit and did not receive certification
- 2 more sites expected by end of year

2018

- Interest from non-board operator to audit 3 operations (1 proposed, 2 existing)
- 1 non-Board operators has put a proposed operation up for pre-assessment
- 1 pre-assessment of a proposed operation has been conducted for a board operator
- 5 more Board member sites sites for 2018





Why procure CSC Certified?⁰¹²

- Demonstrate environmental leadership
- Demonstrate to operators that more responsible practices are wanted
- Encourage operations in your area to meet world-class standards
- Ensure aggregates for municipal projects come from responsible operations (e.g. not sites fought during licensing)
- LEED credits (*in progress*)



Thank You

Nicholas Schulz

Executive Director

Cornerstone Standards Council

nschulz@cornerstonestandards.ca

647-883-2719

December 19, 2017

Township of Wellington North
P.O. Box 125 7490 Sideroad 7 West
Kenilworth, Ontario
N0G 2E0
Attention: Adam McNabb

RE: Jardine Lloyd Thompson Canada Inc., Policy # JLTPS-374

Adam,

Please find attached the following proposal documents for The Township of Wellington North's 2018/2019 renewal:

- 2018 Renewal Proposal
- 2018 Acceptance of Municipal Insurance Program
- 2018 Renewal Comparison

Under combined Physical Damage and Machinery Breakdown the blanket limit for the upcoming term is \$52,098,215 which resulted from the 4% inflationary increase on buildings, equipment and contents values. In addition, some items were added to the schedule and this presentation is based on the property schedule provided by your office. Should you make any changes from the date of the renewal quotation to the effective date of the renewal policy the renewal terms may change. A copy of the "revised" property schedule will have to be provided to our office by the renewal date. Please note that in order to provide premium quotation for Bridges, a questionnaire is required. With respect to Dams, engineer reports are required. If the Township is interested in this coverage, let us know.

This proposal is based on the automobile schedule provided by your office. Should you make any changes from the date of the renewal quotation to the effective date of the renewal policy, the renewal terms may change. A copy of the "revised" vehicle schedule will have to be provided to our office by the renewal date.

All rates have remained unchanged and any increase in premium is a result of asset changes. As noted on the renewal comparison document the annual premium for the upcoming term totals \$181,257.

If the proposal is acceptable before JLT can issue the policy documents, they require that The Acceptance of Municipal Insurance Program Proposal be signed and dated. They require this document prior to January 1, 2018 so they can process the renewal. If a representative from JLT and myself are to attend a council meeting please let me know so that the appropriate arrangements can be made.

I trust you find the attached in order Adam, however if you have any questions, please let me know.

Yours truly,


Jeff Coburn
COBURN INSURANCE BROKERS LTD

CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH			
	2017-2018	2018-2019	Premium/Limit Difference
Population- Liability	11,477	11,477	0
<i>Premium: \$</i>	<i>78,241</i>	<i>78,241</i>	<i>0</i>
Automobile - Number of Vehicles	41	42	1
<i>Premium: \$</i>	<i>25,723</i>	<i>27,648</i>	<i>1,925</i>
Blanket Property Limit	\$ 49,335,111	\$ 52,098,215	2,763,104
<i>Premium: \$</i>	<i>56,610</i>	<i>59,954</i>	<i>3,344</i>
Crime Premium	750	750	0
Umbrella Liability Premium	\$ 10,329	\$ 10,329	0
Councillors Accident	\$ 985	\$ 985	0
Volunteer Accident	\$ 750	\$ 750	0
Annual Low Risk	\$ 2,550	\$ 2,550	0
Agency Fee	\$ 50	\$ 50	0
TOTAL PREMIUM	\$ 175,938	\$ 181,207	5,269
TOTAL COST	\$ 175,988	\$ 181,257	
Overall Percentage Change			3%
As of: December 18, 2017 - AB			

Jardine Lloyd Thompson Canada Inc.



Public Sector Division
Box 3, Suite 1200, 55 University Avenue, Toronto, ON M5J 2H7
Phone: 416 941 9551 **Toll Free:** 800 268 9189 **Fax:** 416 941 9022

MUNICIPAL INSURANCE PROGRAM

PROPOSAL

CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

Date of Issue: December 18, 2017

Prepared by: Andrea Bartels
Direct phone line: 416-644-4826
E-mail address: abartels@jltcanada.com

Jardine Lloyd Thompson Canada Inc.



IMPORTANT – PLEASE NOTE THE FOLLOWING

This proposal should be read in conjunction with the JLT Canada "Business Protocols" booklet.

DUTY OF DISCLOSURE

In addition to providing all basic information necessary to enable us to place the risk, you must ensure that you are complying with your legal duty of disclosure of all material matters relating to the risk. In particular, you must satisfy yourself as to the accuracy and completeness of the information you provide to insurers. In this respect, you must provide all information relating to the risk, whether favorable or not, which would influence the judgement of a prudent insurer in determining whether he will take the risk, and, if so, for what premium and on what terms. If all such information is not disclosed by you, insurers have the right to void the policy from its inception which may lead to claims not being paid.

PAYMENT TERMS

Premiums are due and payable on receipt of a JLT invoice. Payment should be made immediately to avoid any possible cancellation for non-payment of premium.

PERIOD OF VALIDITY OF QUOTE

This offer remains open for acceptance by the Insured until the expiry of the current Municipal Insurance program policy (ies).

BREACH OF WARRANTY OR SUBJECTIVITY

If any of the terms and conditions contained in this proposal are identified as a "warranty" or as a subjectivity to binding or continuing cover, you should be aware that if the terms of the warranty as stated are breached or the subjectivity is not met, insurers may have the right to void the applicable coverage and deny any resulting or subsequent losses as a result.

UNDERINSURANCE

It is important that all policy limits and amounts insured be reviewed carefully and at least annually to be certain they are adequate to provide full recovery in event of a loss.

UNDERWRITING / BINDING AUTHORITY

Certain portions of this quotation of cover have been provided by JLT acting in an underwriting capacity on behalf of the Insurer who, under a binding authority agreement, has given us authority to quote and confirm insuring terms, conditions and premiums. JLT Canada is not acting as an insurance broker in this instance and is not providing alternative terms or markets for the cover other than as quoted. For covers where JLT does not act in an underwriting capacity nor has a binding authority agreement with the Insurer, coverage cannot be bound with those Insurers unless a request is made to the Insurer and confirmation of coverage is subsequently received by JLT Canada from the Insurer.

MATERIAL CHANGES FROM EXPIRING POLICY

You should carefully note any items identified in the "Changes from Expiry" section under each coverage as they represent material changes in cover from your previous policy.



Jardine Lloyd Thompson Canada Inc.

RISK AND CLAIMS INFORMATION

This proposal has been based on the risk and claims information provided and/or verified by you to JLT. If any of this information is not correct or has changed in the interim, you must advise us immediately as the terms quoted may therefore be invalid and cover cannot be bound as quoted.

**TAXES PAYABLE BY
INSUREDS:**

The following taxes as prescribed by federal and/or local laws and regulations will apply to all or certain portions of the premiums quoted and will be charged by JLT in addition to the premiums quoted:

Provincial Sales Tax

Jardine Lloyd Thompson Canada Inc.



SUMMARY OF COVERAGE, LIMITS AND DEDUCTIBLES

Name of Insured: **Corporation of the Township of Wellington North**

Policy Period: **January 1, 2018 to January 1, 2019**

12:01 a.m. local time at the mailing address of the Named Insured

CANADIAN COUNCILS LIABILITY		
LIMIT OF LIABILITY	General Liability <i>(including Sudden And Accidental Pollution)</i> : \$ 5,000,000 any one Occurrence and in the Annual Aggregate for Products and Completed Operations during the Policy Period	
EXTENSIONS OF COVERAGE	Extension	Limit
	Employers' Liability	\$ 5,000,000 any one Claim
	Tenant Legal Liability	\$ 5,000,000 any one Occurrence
	Employee Benefit Liability	\$ 5,000,000 any one Claim
	Incidental Medical Malpractice Retro Date: November 15, 1993	\$ 5,000,000 any one Claim
	Voluntary Medical Payments	\$ 50,000 any one Claim and in the Annual Aggregate during the Policy Period
	Forest Fire Fighting Expense	\$ 2,000,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Voluntary Payment for Property Damage	\$ 50,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Incidental Garage Operations	\$ 250,000 any one Occurrence and in the Annual Aggregate during the Policy Period
	Municipal Marina Legal Liability	\$ 100,000 any one Pleasure Craft \$ 1,000,000 in the Annual Aggregate for Legal Liability for Property Damage during the Policy Period
	Wrongful Dismissal (Legal Expense)	\$ 500,000 any one Claim and in the Annual Aggregate during the Policy Period
	Conflict of Interest Reimbursement Expenses	\$ 100,000 any one Claim
	Legal Expense Reimbursement Expenses	\$ 100,000 any one Claim \$ 500,000 in the Annual Aggregate



Jardine Lloyd Thompson Canada Inc.

CANADIAN COUNCILS LIABILITY		
	Non-Owned Automobile (including Contractual Liability for Hired Autos)	\$ 5,000,000 any one Occurrence
	Legal Liability for Damage to Hired Autos	\$ 250,000 any one Occurrence
	Wrap-up Liability – Difference in Conditions and Difference in Limits	\$ 5,000,000 any one Occurrence
ENDORSEMENTS	Endorsement	Limit
	Municipal Errors and Omissions Liability Retroactive Date: Unlimited	\$ 5,000,000 any one Claim and in the Annual Aggregate during the Policy Period
	Environmental Impairment Liability Retroactive Date: Unlimited	\$ 2,500,000 any one Claim and \$ 5,000,000 in the Annual Aggregate during the Policy Period
	Abuse / Molestation Liability Retroactive Date: January 1, 2012	\$ 250,000 any one Claim and \$ 500,000 in the Annual Aggregate during the Policy Period
	Voluntary Compensation	As per Endorsement No. 4 – Schedule of Benefits
	Police Officer Assault	\$ 5,000,000 any one Occurrence
DEDUCTIBLE(S)	Applicable Coverage	Deductible
	Public Entity General Liability	\$ 25,000 per Occurrence except per Claimant in respect of Sewer Backup
	Extensions of Coverage	\$ 25,000 per Occurrence / per Claimant for all Extensions of Coverage except: \$NIL with respect to Non-Owned Automobile Liability, Conflict of Interest and Legal Expense Reimbursement, and Voluntary Compensation; \$ 1,000 with respect to Legal Liability for Damage to Hired Autos \$ 5,000 with respect to Wrongful Dismissal (Legal Expense)
	Municipal Errors and Omissions Liability	\$ 10,000 per Claim
	Environmental Impairment Liability	\$ 10,000 per Claim
	Abuse / Molestation Liability	\$ 25,000 per Claim
Police Officer Assault	\$ 25,000 per Occurrence	



Jardine Lloyd Thompson Canada Inc.

CANADIAN COUNCILS LIABILITY					
ENDORSEMENTS	<p style="text-align: center;">3 Year Long Term Agreement Primary CAD 5,000,000 / CAD 25,000 Deductible</p> <p>The policy will be renewed annually for a period of three years expiring on 01 January 2019 on the existing terms and conditions with the premiums paid annually in advance, as follows:-</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">01 January 2017 to 01 January 2018</td> <td style="text-align: right;">CAD \$74,446 (Gross)</td> </tr> <tr> <td>01 January 2018 to 01 January 2019</td> <td style="text-align: right;">CAD \$74,446 (Gross)</td> </tr> </table> <p>However terms and conditions may be reviewed 60 days prior to annual renewal if any of the following apply:</p> <ul style="list-style-type: none"> • Pertinent changes in reinsurance cover • there is an increase of 15% or more in population numbers • there are legislative changes that may impact upon the value or frequency of claims against the policy • there is a change in the exposure of the insured (as per the business description) or; • the value of Incurred Claims exceeds 40% of net premium (excluding Taxes) for any one Period of Insurance to which this agreement relates. • there has been significant adverse development on historical loss record in any of the prior 7 policy years whereby Incurred Claims exceed 50% of the Net Premium. <p>The term "Incurred Claims" means the total cost of claims including actual claim payments (including medical, legal and other costs and expenses) and reserves set by the Insurers on outstanding claims (also including such costs and expenses). "Net Premium" means the premium received by the Insurers net of tax and any commissions or other deductions.</p> <p>All other terms and conditions remain unaltered.</p>	01 January 2017 to 01 January 2018	CAD \$74,446 (Gross)	01 January 2018 to 01 January 2019	CAD \$74,446 (Gross)
01 January 2017 to 01 January 2018	CAD \$74,446 (Gross)				
01 January 2018 to 01 January 2019	CAD \$74,446 (Gross)				
POLICY FORM	EK1601219000 (2016) UMR B0901EK1701869000				
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%				
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of January 1, 2018				
CHANGES FROM EXPIRING POLICY	UMR No. B0901EK1701869000				

Jardine Lloyd Thompson Canada Inc.



CANADIAN COUNCILS UMBRELLA LIABILITY		
LIMITS OF LIABILITY	\$ 45,000,000 any one Occurrence	
	\$ 45,000,000 in the Annual Aggregate in respect of Products & Completed Operations	
	\$ 45,000,000 in the Annual Aggregate in respect of Municipal Errors and Omissions Liability	
	\$ 45,000,000 in the Annual Aggregate in respect of Employee Benefits Liability	
EXCESS OF UNDERLYING COVERAGE(S) AND LIMIT(S)	Underlying Coverage	Underlying Limit
	General Liability	\$ 5,000,000 any one Occurrence
	Incidental Medical Malpractice	\$ 5,000,000 any one Claim
	Non-Owned Automobile Liability	\$ 5,000,000 any one Occurrence
	Municipal Errors & Omissions Liability	\$ 5,000,000 any one Claim
	Owned Automobile Liability	\$ 5,000,000 any one Occurrence
	Employee Benefits Liability	\$ 5,000,000 any one Claim
RETAINED LIMIT	\$ Nil	
ENDORSEMENTS	Endorsement #1 - Standard Excess Automobile Liability Policy SPF No. 7 Follow Form Named Insured	
POLICY FORM	EK1601216000 (2016) UMR B0901EK1701885000	
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%	
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of January 1, 2018	
CHANGES FROM EXPIRING POLICY	UMR No. B0901EK1701885000	



Jardine Lloyd Thompson Canada Inc.

COMBINED PHYSICAL DAMAGE & MACHINERY BREAKDOWN																																			
COVERAGE	Property Of Every Description – All Risks of Direct Physical Loss or Damage (Subject to Policy Exclusions)																																		
LIMITS	<table border="0"> <tr> <td style="padding-right: 20px;">\$ 52,098,215</td> <td>Limit of Loss on Blanket Property of Every Description including Machinery Breakdown</td> </tr> <tr> <td style="padding-right: 20px;">\$ 25,000</td> <td>Computer / Electronic Data Processing (Included in Blanket Limit)</td> </tr> <tr> <td style="padding-right: 20px;">\$ 100,000</td> <td>Business Interruption – Profits (Included in Blanket Limit)</td> </tr> <tr> <td style="padding-right: 20px;">\$ 125,000</td> <td>Misc. Tools/Equip & Supplies (Included in Blanket Limit)</td> </tr> <tr> <td style="padding-right: 20px;">\$ 3,186,783</td> <td>Unlicensed Equipment (Included in Blanket Limit)</td> </tr> </table>	\$ 52,098,215	Limit of Loss on Blanket Property of Every Description including Machinery Breakdown	\$ 25,000	Computer / Electronic Data Processing (Included in Blanket Limit)	\$ 100,000	Business Interruption – Profits (Included in Blanket Limit)	\$ 125,000	Misc. Tools/Equip & Supplies (Included in Blanket Limit)	\$ 3,186,783	Unlicensed Equipment (Included in Blanket Limit)																								
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EXTENSIONS OF COVERAGE	<p>The Limits shown below are included in the Blanket Limit shown above:</p> <table border="1"> <thead> <tr> <th style="text-align: left;">Extension</th> <th style="text-align: left;">Limit</th> </tr> </thead> <tbody> <tr> <td>Valuable Papers</td> <td>\$ 500,000</td> </tr> <tr> <td>Extra Expense</td> <td>\$ 500,000</td> </tr> <tr> <td>Accounts Receivable</td> <td>\$ 500,000</td> </tr> <tr> <td>Gross Rentals</td> <td>\$ 500,000</td> </tr> <tr> <td>Computer Media</td> <td>\$ 500,000</td> </tr> <tr> <td>Fine Arts (Agreed Value)</td> <td>\$ 25,000</td> </tr> </tbody> </table> <p>The Limits shown below are in addition to the Blanket Limit shown above:</p> <table border="1"> <thead> <tr> <th style="text-align: left;">Extension</th> <th style="text-align: left;">Limit</th> </tr> </thead> <tbody> <tr> <td>Newly Acquired Property</td> <td>\$ 1,000,000</td> </tr> <tr> <td>Buildings in the Course of Construction</td> <td>\$ 1,000,000</td> </tr> <tr> <td>Property in Transit</td> <td>\$ 500,000</td> </tr> <tr> <td>Unnamed Locations</td> <td>\$ 1,000,000</td> </tr> <tr> <td>Expediting Expense</td> <td>\$ 500,000</td> </tr> <tr> <td>Contingent Business Interruption</td> <td>\$ 1,000,000</td> </tr> <tr> <td>Fire Extinguishing Materials and Fire Fighting Expense</td> <td>\$ 100,000</td> </tr> <tr> <td>Professional Fees</td> <td>\$ 500,000</td> </tr> <tr> <td>Hacking Event or Computer Virus attack – any one Random Attack or Any One Specific Attack, any one event or total loss in a policy year for the combined total loss or damage</td> <td>\$ 100,000</td> </tr> </tbody> </table>	Extension	Limit	Valuable Papers	\$ 500,000	Extra Expense	\$ 500,000	Accounts Receivable	\$ 500,000	Gross Rentals	\$ 500,000	Computer Media	\$ 500,000	Fine Arts (Agreed Value)	\$ 25,000	Extension	Limit	Newly Acquired Property	\$ 1,000,000	Buildings in the Course of Construction	\$ 1,000,000	Property in Transit	\$ 500,000	Unnamed Locations	\$ 1,000,000	Expediting Expense	\$ 500,000	Contingent Business Interruption	\$ 1,000,000	Fire Extinguishing Materials and Fire Fighting Expense	\$ 100,000	Professional Fees	\$ 500,000	Hacking Event or Computer Virus attack – any one Random Attack or Any One Specific Attack, any one event or total loss in a policy year for the combined total loss or damage	\$ 100,000
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Jardine Lloyd Thompson Canada Inc.

COMBINED PHYSICAL DAMAGE & MACHINERY BREAKDOWN		
EXTENSIONS OF COVERAGE CONTINUED	Master Key	\$ 10,000
	Land and Water Pollution Clean Up Expense	\$ 100,000
	Stock Spoilage	\$ 100,000
	Consequential Damage	\$ 100,000
	Off Premises Service Interruption	\$ 1,000,000
	Exhibition Floater	\$ 100,000
	Ammonia Contamination	\$ 500,000
	Water Escape	\$ 500,000
	Hazardous Substance	\$ 500,000
	Property of Councillors', Board Members' and Employees'	\$ 5,000 any one loss (\$25,000 maximum annual policy limit)
ENDORSEMENTS	Automobile Replacement Cost Deficiency Endorsement	
DEDUCTIBLE(S)	<p>\$ 25,000 each Occurrence for All Losses except:</p> <p>\$ 1,000 each Computer/Electronic Data Processing loss</p> <p>\$ 50,000 each Flood Loss</p> <p>5% of total loss or \$100,000 minimum, whichever is greater, each Earthquake occurrence.</p> <p>\$ 1,000 each Fine Arts Loss</p>	
POLICY FORM	Municipal Insurance Program - Master Policy (February 1, 2017)	

Jardine Lloyd Thompson Canada Inc.



INSURER(S) AND PROPORTION OF PARTICIPATION(S)	<p>Physical Damage:</p> <p>Aviva Insurance Company of Canada – 70%</p> <p>The Sovereign General Insurance Company – 30%</p> <p>Machinery Breakdown:</p> <p>Aviva Insurance Company of Canada – 100%</p>
SUBJECT TO	<ol style="list-style-type: none"> 1. All cooking facilities are ULC wet chemical compliant with semi-annual maintenance contract and Class K portable extinguisher. 2. Unless specifically agreed, all heritage properties are covered for Replacement Cost only. For Heritage Replacement Cost, a professional appraisal must be provided for approval by the insurer. 3. All locations may be subject to Engineering Inspection. 4. Terms will remain as indicated subject to no claims deterioration as of January 1, 2018
CHANGES FROM EXPIRING POLICY	<ol style="list-style-type: none"> 1. Certain Lloyd's Underwriters – 17.8% is removed as an insurer. 2. Insurer participation of the Sovereign General Insurance Company is increased from 12.2% to 30.0%.

Jardine Lloyd Thompson Canada Inc.



COMPREHENSIVE CRIME	
LIMITS	\$ 1,000,000 Employee Dishonesty – Form A \$ 200,000 Broad Form Loss of Money (Inside Premises) \$ 200,000 Broad Form Loss of Money (Outside Premises) \$ 200,000 Money Orders & Counterfeit Paper Currency \$ 1,000,000 Depositors Forgery \$ 200,000 Professional Fees / Audit Expenses \$ 200,000 Computer Fraud or Funds Transfer Fraud
DEDUCTIBLE	\$Nil per Loss
POLICY FORM	Master Crime Wording (Apr. 2012)
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Aviva Insurance Company of Canada – 100%
SUBJECT TO	Important: 1. Bank Accounts NOT being reconciled by the same person(s) authorized to deposit and withdraw funds. 2. All cheque requisitions and issued cheques containing dual signatures. If the above is not part of your internal Financial controls, please provide explanation(s). 3. Terms will remain as indicated subject to no claims deterioration as of January 1, 2018

Jardine Lloyd Thompson Canada Inc.



AUTOMOBILE INSURANCE (ONTARIO)

COVERAGE APPLICABLE	Liability – Bodily Injury / Property Damage	Limit: \$5,000,000
	Accident Benefits – Basic Benefits	Limit as stated in Policy
	Uninsured Automobile	Limit as stated in Policy
	Direct Compensation – Property Damage	Limit as stated in Policy Deductible: \$ Nil
	Loss or Damage – All Perils	Deductible: \$ 5,000
ENDORSEMENTS	<p>Notice of Cancellation Ninety (90) Days</p> <p>OPCF 43R Removing Depreciation Deduction – 24 Months New OPCF 20 Loss Of Use – Applicable to Thirteen (13) Light Units OPCF 21B Blanket Fleet Endorsement – No Annual Adjustment OPCF 31 Non-Owned Equipment OPCF 24 Freezing of Fire-Fighting Apparatus OPCF 44 Family Protection Endorsement: (Applicable only to Private Passenger Vehicles, Light Commercial Vehicles, Skidoos and All Terrain Vehicles, and Police Vehicles)</p> <p><u>Additional Endorsements:</u> OPCF 3 Drive Government Automobiles OPCF 4A Permission to Carry Explosives OPCF 4B Permission to Carry Radioactive Material OPCF 5 Permission to Rent or Lease OPCF 32 Use of Recreational Vehicles by Unlicensed Drivers</p> <p>Tarmac Exclusion</p>	
POLICY FORM	Provincial Statutory Owner's Policy	
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Aviva Insurance Company of Canada – 100%	
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of January 1, 2018	



Jardine Lloyd Thompson Canada Inc.

COUNCILLORS' ACCIDENT COVERAGE	
LIMITS OF COVERAGE	\$ 200,000 Principal Sum
INCLUDED COVERAGE	Number of Councillors: Four (4) plus One (1) Other
	24 Hour Coverage
POLICY FORM	Insurer's Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	AIG Insurance Company of Canada – 100%
SUBJECT TO	<ol style="list-style-type: none"> 1. \$2,500,000 Aggregate Limit of Indemnity Per Accident 2. Terms will remain as indicated subject to no claims deterioration as of January 1, 2018



Jardine Lloyd Thompson Canada Inc.

MUNICIPAL VOLUNTEERS ACCIDENT COVERAGE	
LIMITS OF COVERAGE	\$ 50,000 Principal Sum – Volunteers of the Policyholder While on Duty Only under the age of 80
POLICY FORM	Insurers Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	AIG Insurance Company of Canada – 100%
SUBJECT TO	<ol style="list-style-type: none"> 1. \$1,000,000 Aggregate Limit of Indemnity Per Accident 2. Terms will remain as indicated subject to no claims deterioration as of January 1, 2018

Jardine Lloyd Thompson Canada Inc.



LCIS – ANNUAL LOW RISK EVENTS LIABILITY	
LIMITS OF COVERAGE	\$ 5,000,000 Bodily Injury & Property Damage any one Occurrence \$ 5,000,000 Products & Completed Operations Aggregate \$ 2,000,000 Personal Injury & Advertising Liability \$ 10,000 Medical Payments per Person \$ 50,000 Medical Payments per Accident \$ 5,000,000 Tenant's Legal Liability \$ 5,000,000 Incidental Medical Malpractice Liability \$ 2,000,000 Non-Owned Automobile Liability \$ 50,000 SEF 94 – Legal Liability for Damage to Non-Owned Autos \$ 1,000,000 Fire Fighting Expense Liability
ENDORSEMENTS	USA Jurisdiction Fire Fighting Expense Liability Security Default Cancellation Clause Service of Suit Clause (Canada) (Action Against Insurer) Notice Concerning Personal Information Notice to Insureds Lloyd's Underwriters Policyholder's Complaint Protocol Intention for AIF to bind Clause Sanction Limited and Exclusion Clause
DEDUCTIBLE	\$1,000 per Loss but only with respect to Property Damage Liability, Tenant's Legal Liability and SEF 94 – Legal Liability for Damage to Non-Owned Autos
POLICY FORM	Insurers Standard Form
INSURER(S) AND PROPORTION OF PARTICIPATION(S)	Certain Lloyd's Underwriters (Syndicate 1886) – 100%
SUBJECT TO	Terms will remain as indicated subject to no claims deterioration as of January 1, 2018
CHANGES FROM EXPIRING POLICY	UMR No. B0901EK1500699000



Jardine Lloyd Thompson Canada Inc.

RISK MANAGEMENT	
ELECTED OFFICIAL, DIRECTORS AND DEPARTMENTAL SEMINARS	Included
AUTOMOBILE FLEET SERVICES	Risk and Driver Assessment included

PREMIUM SUMMARY	
TOTAL ANNUAL PREMIUM (OPTIONS NOT INCLUDED)	\$181,257 plus any applicable provincial sales tax



MUNICIPAL OPTIONS	
Automobile Insurance	<p>To Add Limit \$2,500 / Daily Maximum \$1,500 Loss of Use to Nine (9) heavy commercial vehicles over 4,500 kgs, excluding Public Emergency Vehicles ie: Fire, Ambulance and Police, and Transit Vehicles – Annual Additional \$2,700</p> <p>Additional Limits available in \$500 increments up to a maximum of \$10,500 – Quotation available upon request.</p> <p>Accident Benefits:</p> <p>OPTION A. Medical & Rehabilitation (Non-Catastrophic) increase Limit \$130,000 - Annual Additional \$273</p> <p>OPTION B. Catastrophic Injury – Med Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 - Annual Additional \$185</p> <p>OPTION C. Medical Rehab and Attendant Care increase Limit from \$1,000,000 to \$2,000,000 - Annual Additional \$567</p> <p>Caregiver Benefit Limit up to \$250 per week plus \$50 each additional dependant - Housekeeping and Home Maintenance – Limit up to \$100 per week up to 2 Years - Non-Catastrophic Impairment -Annual Additional \$632</p> <p>Income Replacement Limit (choose amount) \$600/\$800/\$1,000 Annual Additional \$2,380/\$4,760/\$7,140</p> <p>Death and Funeral Benefits \$50,000 Lump sum to an eligible spouse; \$20,000 lump sum to each dependant; maximum \$8,000 for funeral benefits - Annual Additional \$510</p> <p>Dependant Care up to \$75 per week for the first dependant and \$25 per week for each additional dependant to a maximum \$150 per week Annual Additional \$850</p> <p>Indexation Benefit – Annual Adjustment according to the Consumer Price Index for Canada - Annual Additional \$2,040</p> <p>Added Coverage to Offset Tort Deductible – OPCF 48 Total Annual Additional Premium – \$502</p>
Councillors Accident	<p>Increased Principal Sum to \$250,000 - Annual Additional \$110</p>



Jardine Lloyd Thompson Canada Inc.

MUNICIPAL OPTIONS	
Out of Province Emergency Medical	<p>Based on Five (5) Members – under the age of 80 – Annual Additional \$300</p> <p>To increase the Trip Duration from 15 days to 30 days – Annual Additional \$350</p>
Public Entity Recovery Assistance Plan (Critical Illness)	<p>Based on Five (5) Members – age 69 or less \$5,000 limit – Annual Additional \$546 \$10,000 limit – Annual Additional \$854</p>
Volunteer Fire Fighters Accident	<p>Quotation available upon request.</p>

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MINUTES OF SPECIAL COUNCIL MEETING
DECEMBER 18, 2017 @ 4:00 P.M.**

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

Members Present:

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

Staff Present:

CAO: Michael Givens
Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Director of Finance and Treasury: Adam McNabb
Human Resources Manager: Chanda Riggi
Road Superintendent: Dale Clark
Water & Sewer Superintendent: Barry Trood
Chief Building Official: Darren Jones
Economic Development Officer: Dale Small
Fire Chief: Dave Guilbault

CALLING TO ORDER

Mayor Lennox called the meeting to order

ADOPTION OF THE AGENDA

Resolution 2017-470

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Agenda for the December 18, 2017 Special Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No declaration of pecuniary interest

ITEMS FOR CONSIDERATION

1. ADMINISTRATION

- a. Report CAO 2017-027 Strategic Plan Status Update
- b. Strategic Plan 2015 – 2018 Approved in Principle July 13, 2015

CAO, Mike Givens, reviewed the Strategic Plan 2015-2018 – Key Strategic Priorities 2017 Update included in Report CAO 2017-027.

2018 Strategic Priorities – review of 11 priority items that have either already been identified as priorities or have had staff/council resources committed to them that will proceed and do not need to be further noted as priorities.

Council and staff broke into 3 working groups with each group compiling a list of priority items. Each group's list was reviewed. The lists will be combined into one list of priority items and will be published on the Township website. Items not appearing on the list will not disappear but it was noted that we need to focus on a certain number of items.

Resolution 2017-471

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2017-027 being a status update report on the Township of Wellington North Strategic Plan.

CARRIED

CONFIRMATORY BY-LAW

Resolution 2017-472

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 096-17 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Special Meeting held on December 18, 2017 be read a First, Second and Third time and finally passed.

CARRIED

ADJOURNMENT

Resolution 2017-473

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Special Council meeting of December 18, 2017 be adjourned at 5:14 p.m.

CARRIED

CLERK

MAYOR

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MINUTES OF COUNCIL
DECEMBER 18, 2017 @ 7:00 P.M.
CLOSED SESSION @ 6:30 P.M.**

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

Members Present:

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

Staff Present:

Director of Legislative Services/Clerk: CAO: Michael Givens
Deputy Clerk: Karren Wallace
Chief Building Official: Catherine Conrad
Director of Finance and Treasury: Darren Jones
Economic Development Officer: Adam McNabb
Mount Forest Facility Manager: Dale Small
Mark MacKenzie

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA**Resolution 2017-474**

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the December 18, 2017 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

None

CLOSED MEETING SESSION**Resolution 2017-475**

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 6:31 p.m. that is closed to the public under subsections 239 (2) of the Municipal Act, 2001, specifically:

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

1. REPORTS

- a) Report CLK Report 2017-055 being a report on animals at large and zoning contraventions 8167 Line 12

2. REVIEW OF CLOSED SESSION MINUTES

- *November 20, 2017*

CARRIED**Resolution 2017-476**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 6:46 p.m.***CARRIED****Resolution 2017-477**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2017-055 being a report on animals at large and zoning contraventions, 8167 Line 12.***CARRIED**

Direction was given to staff to write to the impacted neighbours with an update on the zoning contravention and animals at large and the steps that have been taken to date to resolve the issues.

Resolution 2017-478

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of November 20, 2017, as amended.***CARRIED****O' CANADA****PRESENTATION**

Andrew Forster, P. Eng.; Mark White and Service Manager - CIMCO Refrigeration

- Mount Forest Sports Complex - Arena Refrigeration System Review

Mr. Forster and Mr. White appeared before Council to review the report regarding the operation of the Mount Forest Arena Refrigeration System. On November 7, 2017 a thorough review of the system was undertaken to conduct an analysis of the compressor operation, cooling tower and associated heat exchangers, and system refrigeration system pumps. The review did not entail the HVAC and mechanical systems in the building that utilize the reclaimed heat, such as boilers and hydronic systems.

From the analysis of the system it was determined that the following items are affecting the desired performance in maintaining ice in warm weather:

1. Fouling of the Glycol to Water Plate Heat Exchanger
 - a. Resulting in reduced performance capabilities
2. Reduced Cooling Tower Performance
 - b. Proportional to the reduced flow achieved by pump due to fouled heat exchanger

CIMCO made the following recommendations, in order of importance:

1. Glycol to Water Heat Exchanger
 - Disassemble, Clean, Expand Cassettes, Re-Gasket
 - Expanding the number of plate in the unit will extend intervals between requiredCost: \$25,000 plus HST
2. Water Treatment
 - Ongoing water treatment provider should be consulted to perform full spectrum water testing analysis to explore potential additional water treatment strategies to mitigate or reduce fouling in future.Cost: TBD by Water Treatment Provider
3. Cooling Tower Enhancement
 - EVAPCO advised that by upgrading motor from 7.5 to 10 HP, and replacing fill section to a 4 layer (current unit is 3 layer), that cooling tower performance will increase by a factor of approximately 14%.Cost: \$35,000 plus HST

ADOPTION OF MINUTES OF COUNCIL / PUBLIC MEETING(S)

Resolution 2017-479

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on December 4, 2017 be adopted as circulated.

CARRIED

BUSINESS ARISING

None.

DEPUTATION

Pearl Oakes, Paul Oakes, Geoff Oakes

- Lawyers Fee – Re Drain

Mrs. Oakes appeared before Council to ask that the fees she was charged for legal fees related to a mutual drain issue be reversed.

It was explained to Mrs. Oakes that there were three parties to the proposed mutual drain, the Township of Wellington North, Mr. Cormack and Mrs. Oakes. The legal fees were

divided equally between the parties. Council stated that they were supportive of that decision.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

Items 3a, 4b, 4c, 5a, 6a, 6b, 6c

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Resolution 2017-480

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT all items listed under Items for Consideration on the December 18, 2017 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

1. *MINUTES*

- a. *Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region - Drinking Water Source Protection – Newsletter, Issue #9 – November, 2017 be received.*

2. *FIRE*

- a. *Communiqué #49, November 2017 be received.*

4. *FINANCE*

- a. *Cheque Distribution Report, December 12, 2017 be received*

6. *ADMINISTRATION*

- d. *Notice regarding Fees and Charges By-law be received.*

CARRIED

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION

Resolution 2017-481

Moved: Councillor McCabe

Seconded: Councillor Burke

That the Council of The Corporation of the Township of Wellington North receive Report CBO 2017-16 Building Permit Review Period Ending November 30, 2017.

CARRIED

Resolution 2017-482

Moved: Councillor Yake

Seconded: Councillor Hern

THAT Council of The Corporation of the Township of Wellington North receive for information Report TR2017-015 being a report on the Ministry of Municipal Affairs / Ministry of Housing Financial Indicator Review.

CARRIED

Resolution 2017-483

Moved: Councillor Hern

Seconded: Councillor Yake

That the Council of The Corporation of the Township of Wellington North receive Report TR2017-016 being a report on the co-operative fuel tender review and recommendation award to Suncor Energy Products Partnership;

AND FURTHER THAT Council accept the co-operative tender for T2017-180 Supply and Delivery of Gasoline and Diesel Fuel for a period of five years with an option to renew for two (2) additional one (1) year terms.

CARRIED

Resolution 2017-484

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of The Corporation of the Township of Wellington North receive the Economic Development Officer report EDO 2017-25 dated Dec. 18th, 2017 with regards to the Tax Increment Equivalent for Rehabilitation and Redevelopment Grant Program;

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve TIERR grant funding, at an estimated cost of \$28,960 to Young's Home Hardware for the three year period covering March 11th 2016 to March 10th 2019.

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve TIERR grant funding, at an estimated cost of \$18,334 to Ivan Armstrong Trucking to cover the period from August 15th, 2017 to April 11th, 2019.

CARRIED

Resolution 2017-485

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of The Corporation of the Township of Wellington North receive CLK Report 2017-053 being a report on the appointment of Members of the Damascus Hall Committee;

AND FURTHER THAT Council appoint the following individuals to the Committee:

- *Dianne MacDonald*
- *Betsy Benham*
- *David Slater*
- *James Andrews*
- *Mark Parish*
- *Rita Cudney*
- *Steve Cudney*

AND FURTHER THAT for insurance purposes, the committee appointments be reported to the municipal insurer as well as the following volunteers:

- *Wayne MacDonald*
- *Jack Benham*
- *Mary Slater*
- *Joanne Parish*
- *John Benham*
- *Debbie Benham*

- *Doug Shaw*
- *Susan Shaw*
- *Penny Presswood*

CARRIED**Resolution 2017-486**

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of The Corporation of the Township of Wellington North receive Report CLK 2017-035 being a report on Council Meeting Schedule for 2018.

CARRIED**Resolution 2017-487**

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of The Corporation of the Township of Wellington North receive CLK Report 2017-054 being a report on alternate vote count and voting procedures; AND FURTHER THAT Council approves and adopts the policies.

CARRIED**NOTICE OF MOTION**

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern announced that the Arthur & District Chamber of Commerce has welcomed John Schmidt as a director. The Mount Forest and District Chamber of Commerce has a tentative meeting set for January 16, 2018 regarding the sale of the Chamber of Commerce building. Councillor Hern commented that she attended a Roger Brooks Community Assessment presentation at the Fergus Grand Theatre on December 11, 2017.

Councillor Burke thanked Council for their participation in partnering with the Community Pantry and the Youth Action Council during the Mount Forest Santa Claus Parade to collect food for the Community Pantry.

Mayor Lennox commented that he also attended the Roger Brooks Community Assessment presentation. The event was recorded for presentation on Wightman cable.

BY-LAWS**Resolution 2017-488**

Moved: Councillor Hern

Seconded: Councillor Yake

By-law Number 097-17 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as Drain 64 (Hill) Drain be read a First, Second and Third time and enacted.

CARRIED

CONFIRMATORY BY-LAW**Resolution 2017-489**

Moved: Councillor Yake

Seconded: Councillor Hern

THAT By-law Number 098-17 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 December 18, 2017 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT**Resolution 2017-490**

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Regular Council meeting of December 18, 2017 be adjourned at 8:41 p.m.

CARRIED

CLERK

MAYOR



Preserving, promoting and developing Wellington North's unique cultural resources to build a vibrant community and a prosperous economy.

TOWNSHIP OF WELLINGTON NORTH: CULTURAL ROUNDTABLE
Thursday, December 7th, 2017 - 1:00 pm
Council Chambers, Kenilworth

COMMITTEE MEETING MINUTES

Members Present:

Chair Jim Taylor
 Harry Engel
 Robert Macdonald
 Gary Pundsack
 Councillor Dan Yake

Gail Donald
 Linda Hruska
 Bonnie McDougall
 Penny Renken

Staff Present:

Dale Small, Economic Development Officer

Absent:

Karen Armstrong

Trish Wake

CALLING THE MEETING TO ORDER

After a light lunch Chair Jim Taylor called the meeting to order at 1:00 p.m.

PASSING AND ACCEPTANCE OF AGENDA

Moved: Robert Macdonald

THAT THE Agenda for the December 7th, 2017 Wellington North Cultural Roundtable Committee Meeting be accepted and passed.

RESOLUTION WNCR 2017-019

Seconded: Gail Donald

CARRIED

DECLARATION OF PECUNIARY INTEREST

None declared.

MINUTES OF PREVIOUS MEETING

Moved: Robert Macdonald

THAT THE Cultural Roundtable Committee receive the minutes of the September 21st, 2017 Cultural Roundtable meeting.

RESOLUTION WNCR 2017-020

Seconded: Gail Donald

CARRIED

BUSINESS ARISING FROM MINUTES

N/A

NEW BUSINESS**1. Report from the Economic Development Officer**

Dale Small

- Review of 2017 expenses versus budget: Dale provided an overview of the 2017 expenses versus revenue. Actual expense for all categories was \$12,322 with revenue of \$1,800 for net expense of \$10,522
- Doors Open Wellington North: Survey results, from Doors Open Wellington North, were shared with the roundtable. Seven of eight locations rated the event good or better. Five of eight locations would participate again and attendance varied widely from a low of 5 to a high of 340.
- Community Growth Plan: 2041 Vision for Growth as well as the Growth Management Goals were shared with the roundtable. Chair Jim has been representing the roundtable on the Steering Committee. The next meeting is Dec.13th and it is expected the Vision and Goals will be approved by the committee and recommended be adopted by Wellington North council.
- Terms of Reference for the Roundtable Table: The committee reviewed the current Terms of Reference including the mandate. It was agreed no changes were required at this time.

2. Report from the Chair

Jim Taylor

- Vision, Mandate, Guiding Principles, Goals & Actions: Jim kicked off the Planning Session with a review of the Vision that has been established. “Preserving, promoting and developing Wellington North’s unique cultural resources to build a vibrant community and a prosperous economy”. The Mandate and Guiding Principles, as established and approved by council in November 2013 were also discussed and deemed to continue to be applicable today.
- 30 Recommended Actions: Included in the Municipal Cultural Plan were 30 recommended actions that the committee were asked to review prior to the meeting and come prepared to discuss each recommendation and to review progress, etc.
- Brainstorm, discussion and prioritization of 2018 - 2019 programs: After reviewing the 30 recommended actions the committee provided an update on existing programs and initiatives and brainstormed potential new programs for 2018 and 2019. Each committee member was then given five votes to identify which programs/priorities they felt were the most important. This list including, votes, is as follows:
 - Youth Action Council (Deemed to be mandatory moving forward)
 - Farmers Market (“ “ “ “ “ ”)
 - Cultural Moment (“ “ “ “ “ ”)
 - Historical Places & Building Lists Program 7 votes
 - Cultural Events sponsorship and promotion 7
 - Cultural Days 6
 - Engage Creative Community 6
 - Oral History/Storytelling Project 3
 - Wellington North Doors Open 3
 - Wellington North Daytrip Map 3
 - Expanding Cultural Places 2
 - Cemetery Project 2
 - Update W.N. Simply Explore Culture website 1
 - Identify Specific Cultural Street Names 1
 - Cultural Design Guidelines 0

- After the prioritization discussion it was agreed that our focus would be on those items that received 6 or more votes. A motion was also made by Gary Pundsack and seconded by Robert MacDonald that in place of Doors Open in 2018 that our focus should be placed on a Culture Days Event. Motioned carried.

MEMBERS PRIVILEGE

Chair Jim felt there should be a report prepared to go to Council to update them on the Committee's activities and it was agreed that this should take place early in the New Year.

Jim also asked each committee member to consider the new list of programs and priorities and at our first meeting in the New Year we would self identify for those ones we wanted to work on.

It was also agreed that if anyone had a passion for any initiative that did not make the priority list that they would be supported if they wanted to move forward with something.

NEXT COMMITTEE MEETING

It was agreed that meeting the third Thursday of every month as per the Terms of Reference was a good plan and therefore the next meeting will be on January 18th, 2018 at 12:00pm in the Council Chambers in Kenilworth.

ADJOURNMENT

Moved: Gary Pundsack

THAT THE Cultural Roundtable Committee meeting be adjourned at 3:42 pm.

RESOLUTION WNCR 2017-021

CARRIED



SHAPING GREAT COMMUNITIES

Township of Wellington North

Growth Management Strategy**Steering Committee Meeting #4**

Date and Time: Wednesday, December 13, 2017, 7:00pm – 9:00pm	
Location: Council Chambers, Kenilworth, ON	
Committee Attendees:	
Mayor Lennox	Teresa Hutchinson
Councilor Lisa Hern	Jim Klujber
Councilor Steve McCabe	Marty Young
Councilor Sherry Burke	Aldo Salis
Marianne Christie	Julie Silva
Jim Coffey	James Craig
Paula Coffey	Mike Givens
Regrets:	
Brett Parker	Jim Taylor
Councilor Dan Yake	Murray Townsend
Linda Redmond	Kevin Curtis (Curtis Planning)
Darren Jones	
Others Present:	
Steve Wever (GSP Group)	Dale Small (Economic Development Officer)
Megan Gereghty (GSP Group)	

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

72 Victoria Street South, Suite 201, Kitchener, ON N2G 4Y9 519 569 8883
 162 Locke Street South, Suite 200, Hamilton, ON L8P 4A9 905 572 7477
 gspgroup.ca

Meeting Minutes

1. Welcome and Introduction (Steve Wever)
2. Overview of growth plan vision (Steve Wever) and call for motion to bring a recommendation forward to Council to approve the vision.
 - Motion made by James Craig and seconded by Marianne Christie, approved unanimously by the Committee.
3. Overview of the growth plan goals (Steve Wever) and discussion about minor updates:
 - Aldo suggested that under the third main goal, change to wording to say, “to have growth pay for itself”, rather than “having growth pay for itself”.
 - Mayor Lennox suggested including the word “inclusive” to ensure the intention is clear that future development needs to foster an inclusive community.
 - Mike Givens asked what “Special Needs Housing” entails as it was written in item #7. Steve Wever explained that the term is included in provincial documents and that it is intended to cover all types of housing needs including but not limited to affordable housing.
 - James Craig asked if there were incentives or other means of attracting more affordable development. Steve Weaver responded saying that there are Community Improvement Plans that the Township can establish to provide incentives for development but that they are very specific and based on specific tests that need to be met by each individual applicant.
 - Aldo suggested adding the word “appropriate” after “orderly” in the second grouping of goals “Orderly, compact development”.
 - Steve Wever made a call for a motion to bring a recommendation forward to Council to approve the vision.
 - Motion to approve the goals brought forward by Marty Young, seconded by Julie Sliva. Accepted unanimously by the Committee.
4. Forecasts Overview (Steve Wever)
 - a. What do they mean:
 - Steve explained that the forecasts can be exceeded within the lands already designated for growth within the time frame, but new lands cannot be converted to residential if there is already a sufficient supply of lands available to meet the forecast.

- Employment lands are not to be converted to residential and are to remain protected for future growth and development.
 - Rural residential and employment areas can continue to grow and round out.
- b. How are they allocated:
- Forecasts are allocated to the County by the Province and then the County allocates that growth to the local municipalities, as well as to each of the settlement areas.
 - The County is required to complete their next Official Plan review by 2022.
 - Jim Coffey asked if a settlement area boundary expansion is likely to be required and Steve Weaver responded that, based on the land inventory currently available as compared to the forecasted growth, no settlement boundary expansions are required at this time. Aldo Salis mentioned that the Provinces land needs assessment guidelines will help to refine the numbers collected but that these guidelines have not yet been released. Steve Weaver further explained that if the Township wanted to grow beyond the forecast and designate more lands for residential, that the County would need to take some of the allocated growth away from another municipality to justify that change.
- c. Recommendations
- Maintain the growth forecasts as is, but continue to monitor growth so that a clear understanding of inventory is available when the County updates their Official Plan.
 - Consider alternative targets through the next County Municipal Comprehensive Review. The proposed targets are realistic given the anticipated growth and lands available for development. The proposed targets consider the Provinces direction to increase density and intensification but would require a request for alternative targets as they are lower than what will be required.
 - Consider the redistribution of growth by allocating more growth to Arthur, assuming phase 2 of the servicing works is approved. This would help balance out the growth and help to recoup the cost of the infrastructure improvements faster, through more development.
 - Mike Givens noted that Council will need to determine if the Township is going to proceed with Phase 2 of the servicing but that phase 1 could be started as soon as 2019.
 - Steve Wever also noted that in addition to infrastructure capacity, there are also environmental constraints that could limit future development as the dilution capacity for the river systems can only take so much.
 - Dale Small asked when Mount Forest Waste Water Treatment facilities would need to be updated. Steve Wever said that Mount

Forest could build up to 850 new homes without the need for any updates but that between 2031- and 2036, the Township should review its capacity.

- Mike Givens noted that with new technologies, some of the stresses to the system could be eliminated or decreased so that have less of an impact on the overall capacity moving forward.
- Paula Coffey stated that there should be development permitted in Arthur now. Steve Wever noted that there are limits to what can be done. Mayor Lennox also noted that there are opportunities to increase efficiency in the system that will help increase the current capacity and that improvements are being made to the system as streets are being upgraded.
- It was recommended that some areas can be identified for potential future intensification by permitting more growth in the downtown areas and community improvement areas. It was also noted that design guidelines could be established to direct the type and character of that growth. Other more specific areas like the fairgrounds site may have potential for medium density development to increase intensification within the built boundary. Also, second unit provisions could be updated to allow them in more areas of the Township.
- It was recognized that the Township currently has a high ratio of jobs to people which is an excellent position to be in, the recommendation is to try and maintain this by developing an employment strategy; consider some repositioning of lands/redesignation; focus on key sectors; and support the protection of employment areas.
- The recommendations for transportation included adding more sidewalks and connections for pedestrians and cyclists etc. James Craig suggested that the recommendation should consider horse and buggy use since there is large Mennonite Community that would use that form of transportation in this area.
- One of the main recommendations for infrastructure was to consider stormwater management/drainage and its affects on flooding; if there are options for naturalization and if there is a larger watershed management plan that could be create. Also, it was recommended that a community energy plan be considered as it relates to future growth.
- It was recommended that an inventory be created of community services and facilities to know what is currently available and what is required. James Craig suggested that child care be added as a service that is lacking and needs more inclusion/attention.

- From an environmental and heritage conservation perspective, it is recommended that the Township review the provincial mapping and, in concert with the County, refine the mapping to best reflect current conditions. Aldo Salis noted that there are currently several environmental programs out there such as the green legacy program and programs to increase the urban canopy or improve upon water quality etc., that could be better utilized.
- Some notes were provided for the Mount Forest mapping, including:
 - Removing of the arrow pointing to the Potential Future Intensification Area off of Princess Street as the new LTC Homes is being built there.
 - The arrow pointing to the Recreation Property should be moved as this area is viewed as having two separate parcels.

5. Wrap Up / Next Steps (Steve)

The group was given an opportunity to provide any final thoughts or to ask questions. Steve then outlined the next steps:

1. Upcoming Public Meeting: Jim Coffey asked if there would be one or two public meetings. No real preference was expressed either way by the Committee and after further consideration after the meeting; it is recommended that only one public meeting be held. A date of January 24th has been established with time and location to be advised.
2. Growth Strategy Refinement: Further refinement will take place along with input from the Public Meeting which will be included into the report and the final draft will be circulated for review and comment.
3. Final Steering Committee Meeting will be held on February 13th at which time we will be looking for the Committee to make a motion to council to adopt the Growth Management Strategy.

6. Adjournment (meeting adjourned at approximately 9:00pm)

Contact Information:

Steve Wever, MCIP, RPP
 Associate - Senior Planner
 GSP Group Inc.
 72 Victoria Street South, Suite 201
 Kitchener, ON N2G 4Y9
 Phone: 519-569-8883
 E-mail: swever@gspgroup.ca

Kevin Curtis, PhD, MCIP, RPP
 President
 Curtis Planning Inc.
 Phone: 519-500-9655
 E-mail: kevin@curtisplanning.ca

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING: Authority Meeting
DATE: Tuesday October 17, 2017
TIME: 1:00 p.m.
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen,
 Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday,
 Mike Smith, Andrew White

ABSENT WITH REGRETS: John Bell, Steve McCabe, Sue Paterson

OTHERS PRESENT: Paul Philips, Loucks & Loucks
 Wayne Brohman, General Manager/Secretary-Treasurer
 Erik Downing, Manager, Environmental Planning & Regulations
 Les McKay, Manager, IT
 Laura Molson, Manager, Accounting
 Dave Growden, IT Consultant
 Janice Hagan, Recording Secretary

Chair Luke Charbonneau called the meeting to order at 1:02pm.

1. Adoption of Agenda

MOTION #G17-96

Moved by Kevin Eccles

Seconded by Wilf Gamble

THAT the agenda be adopted as presented

CARRIED

2. Declaration of Pecuniary Interest

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

3. Minutes of the Authority Meeting – September 19, 2017

Kevin Eccles requested that comments regarding Jim Penner's intention to retire in 2018 be included in the Minutes.

MOTION #G17-97

Moved by Stewart Halliday

Seconded by Maureen Couture

THAT the minutes of the Authority meeting, held on September 19, 2017 be approved as amended.

CARRIED

4. Presentations**a. Legal Matter Resolution**

Paul Philips, Loucks & Loucks reported to the Authority that the legal matter in the Municipality of South Bruce, had been resolved. He told the members that the Judge had recommended that the charges be dismissed since there was little chance of reoccurrence. The fill and the trailer that had been placed on the property have been removed and the ultimate goal of remediation has been reached.

Paul Philips left the meeting at 1:09 p.m.

b. File Tracking Demonstration

Les McKay introduced David Growden, hired on contract to assist with the compilation of the Planning & Regulations file tracking database system. Les demonstrated the various modules including reporting and search capabilities. He explained that staff will be able to use a tablet out in the field to access data and upload new information.

Les McKay and David Growden left the meeting at 1:40 p.m.

5. Correspondence

None at this time.

6. Matters Arising from the Minutes**a. Wood's Agricultural Land Rental**

The GM/S-T informed the members that the current renter of the Woods' property agricultural lands offered to lease the land for 2018 at \$2,520 which approximates market value. The matter of long term land usage will be referred to the Property & Building Committee to consider options. After discussion the following motion was passed:

MOTION #G17-98

Moved by Mark Davis

Seconded by Stewart Halliday

THAT the GM/S-T be authorized to sign a one year lease agreement for the 34 acre agricultural portion of the Wood's property at the annual sum of \$2,520.

b. **2018 Draft Budget**

Wayne Brohman presented various options for reduction of 2018 proposed budgeted expenses. After discussion the following motions were passed:

MOTION #G17-99

Moved by Kevin Eccles

Seconded by Dan Gieruszak

THAT Legal Fees in the draft 2018 Environmental Planning & Regulations program budget be reduced by \$5,000.

CARRIED

MOTION #G17-100

Moved by Kevin Eccles

Seconded by Maureen Couture

THAT advertising in the draft 2018 Administration program budget be reduced by \$4,000.

CARRIED

MOTION #G17-101

Moved by Kevin Eccles

Seconded by Dan Gieruszak

THAT the General Levy revenue line in the Environmental Planning & Regulations department be reduced by \$29,000; and further

THAT \$29,000 be added to the Regulation revenue income line.

CARRIED

MOTION #G17-102

Moved by Stewart Halliday

Seconded by Mike Smith

THAT the amended 2018 draft budget be approved in principle; and further

THAT staff be authorized to forward the amended 2018 draft budget to the Authority's watershed municipalities for a 30 day review.

CARRIED

A coffee break was called at 2:35 p.m. The meeting was called back to order at 2:45 p.m.

7. Reports

a. **Finance Report**

The GM/S-T pointed out that the expense for the WHISKI software has not yet been realized, however it is expected before the end of 2017. The Planning & Regulations department has generated higher than expected revenues due to increased number of permits and inquiries. The campgrounds received revenues from group camping that had not been previously budgeted. Motor pool budgeted expenses are down since an appropriate dump truck has not yet been purchased.

Authority Meeting – October 17, 2017**MOTION #G17-103**

Moved by Robert Buckle

Seconded by Wilf Gamble

THAT the Financial Report to August 31, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$277,037.01 be approved as distributed.

CARRIED

b. Program Report

The GM/S-T presented several photographs of the Markdale dam removal. After discussion the following motion was passed:

MOTION #G17-104

Moved by Barbara Dobrean

Seconded by Mike Smith

THAT the Program Report be received as information.

CARRIED

c. Planning & Regulations Action Items

It was noted that the file tracking system is priority #1 in the action items. The members inquired about procedures for obtaining updated mapping in their municipality. Staff can recommend an engineering firm who will give a quotation based on certain criteria.

8. New Business

None at this time.

9. Other Business

a. Planning & Regulations Customer Service Survey Update

The GM/S-T reviewed several survey submissions. It was noted that knowledge of the appeal process is still not acceptable.

b. Annual Meeting date for January 2018

MOTION #G17-105

Moved by Maureen Couture

Seconded by Mark Davis

THAT the 2018 Annual Meeting be scheduled for January 16th, 2018 at 1:00 p.m.

CARRIED

c. **Policy on notification of dam water levels**

Kevin Eccles requested that a policy on notification of water level reductions from SVCA dam maintenance be considered. He explained that an issue had arisen where a boat owner was unaware of the date that the boards on the Durham middle dam were to be removed. The options will be discussed at the next Authority meeting.

d. **Memorandum of Agreement – Township of Howick**

After discussion the following motion was passed:

MOTION #G17-106

Moved by Dan Gieruszak

Seconded by Brian Gamble

THAT the Authority authorizes the Chair and GM/S-T to sign the Memorandum of Understanding for Planning Services with the Township of Howick.

CARRIED

e. **Three Year Term for Authority Member Appointments**

It was noted that the term for Authority member appointments is currently three years in the Conservation Authorities Act. A notice will be sent out to applicable municipal clerks requesting updated appointments.

f. **News Articles**

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority Members up to date on current events.

There being no further business, the meeting adjourned at 3:32 p.m. on motion of Maureen Couture.

Luke Charbonneau
Chair

Janice Hagan
Recording Secretary

Board of Directors Meeting #11/17

November 15, 2017

DIRECTORS PRESENT:

Jim Campbell, David Turton, Deb Shewfelt, Art Versteeg, Alison Lobb, Wilf Gamble, Roger Watt, Matt Duncan, Paul Gowing, Bob Burtenshaw, David Blaney

STAFF PRESENT:

Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Geoff King, Stewardship Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator

1. Call to Order

Jim Campbell outlined the key objectives on the agenda and called the meeting to order at 7:00 pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Board of Directors meeting #10/17 held on October 18, 2017 have been circulated to the Directors for their information and approval. The Directors agreed with the minutes and the following motion was made.

Motion FA #93/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the minutes from the Board of Directors meeting #10/17 held on October 18, 2017 be approved.

(carried)



4. Business Requiring Direction

a) Draft Outline Authority Funded Projects for 2018: **Report #57/17**

This report was presented by the General Manager/ Secretary Treasurer to obtain direction from the Board on the Authority funded projects that should be captured in the 2018 draft budget.

The Directors reviewed the projects for each service area and agreed that all of the projects outlined in Report #57/17 are consistent with MVCA's work plan and should be included in the 2018 draft budget.

The Director's plan to review and discuss the possibility of updating the shoreline erosion risk mapping at a later date if funding becomes available.

This motion followed.

Motion FA #94/17

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT the authority funded projects outlined in Report #57/17 be included in the 2018 draft budget.

(carried)

b) Fee Schedule Changes/Honorariums/Mileage Rates for 2018: **Report#58/17**

Phil Beard presented this report to obtain direction from the Board on changes to MVCA's fees for 2018. The Director's concurred with the proposed fee changes and the following motion was made.

Motion FA #95/17

Moved by: Art Versteeg

Seconded by: Dave Turton

THAT the fee changes presented in the master fee schedule in report #58/17 be adopted for 2018.

(carried)

c) Gully Erosion Risk Mapping Update: **Report #59/17**

This report was presented by Steve Jackson to obtain direction from the Board on the outreach strategy for the updated gully erosion risk mapping.

In 2012, the gully erosion hazards maps along the Lake Huron shoreline were created, put out for public notification and adopted by the Board of Directors as part of MVCA's Regulated Areas.

In 2017, MVCA staff undertook the task of determining the gully erosion that could conservatively occur over the next 100 years. The 100 year erosion limit is the standard set by the Province for land use planning and conservation authority regulations. Staff recommend that the updated gully erosion risk mapping be implemented as outlined in Report #59/17.

Motion FA #96/17**Moved by: Deb Shewfelt****Seconded by: Art Versteeg**

THAT MVCA adopt the updated gully erosion risk mapping with the exception of the four gullies where the hazard area has increased from the 2012 gully erosion risk mapping; **AND THAT** MVCA notify the affected landowners; **AND FURTHER THAT** any comments received be reviewed with the Board.

(carried)d) Proposed Amendments to Personnel Manual: **Report #60/17**

Phil Beard reviewed the proposed changes to MVCA's personnel policies/procedures manual recommended by the Personnel Committee as outlined in Report #60/17.

The Directors agreed with the proposed changes to the personnel policies and made the following motion.

Motion FA #97/17**Moved by: Dave Turton****Seconded by: Alison Lobb**

THAT the Board approve the proposed amendments recommended by the Personnel Committee as outlined in Report #60/17.

(carried)e) Amendments to the Occupational Health and Safety Manual: **Report #61/17**

Stewart Lockie presented the proposed changes to MVCA's Occupational Health and Safety Manual.

The Directors agreed with the proposed changes and made the following motion.

Motion FA #97/17**Moved by: Art Versteeg****Seconded by: Paul Gowing**

THAT the Board approve the amendments as recommended in Report #61/17.

(carried)f) Proposed Amendment to Records Retention Policy: **Report #62/17**

The Records Retention Policy was last reviewed and updated at the meeting held on September 21, 2016. Report #62/17 presented by Danielle Livingston outlines further recommendations following the housekeeping of files in 2017.

The following motion was made.

Motion FA #98/17

Moved by: Roger Watt

Seconded by: David Blaney

THAT the File Retention Policy attached to Report #62/17 be approved with the following revisions.

File A.6.2.2 *Authority Regs, Procedures and Policies 2008* change from “til amended” to “8 years after amendment”.

File A.6.4.5 *Records Retention Policy 1986-* change from “til amended” to “8 years after amendment”.

(carried)

5. Chair and Director Reports

a) Chair's Report

Jim Campbell reported that Phil Beard and Steve Jackson attended the North Huron Council Meeting last month and did a great job presenting the upcoming MVCA work plans and key priorities in the North Huron jurisdiction of the watershed.

The Galbraith Optimist Club have informed the MVCA that they regretfully cannot continue to run their Day Camp for Kids that they have been offering for the last 25 years and have passed a resolution to terminate the agreement that they have with the MVCA. The Galbraith Optimist Club will meet with staff to discuss next steps and a report will be brought back to the Board.

After receiving this news, this motion was made.

Motion FA #99/17

Moved by: Dave Turton

Seconded by: Paul Gowing

THAT staff bring a report back to the Board that outlines the terms of lease and options for dealing with the infrastructure at the Galbraith Conservation Area.

(carried)

b) Director's Reports

Paul Gowing reported that MVCA staff did a great job addressing the concerns of the Morris-Turnberry Council recently when staff attended their council meeting last month. Paul also commented that some Council members feel that the municipality should have more involvement with the Bluevale Dam operation and that this will be discussed with council at a future meeting.

Dave Turton advised the Board that he and Phil Beard were well received at Mapleton Council when they discussed the 2018 work plan and the draft budget with council.

Art Versteeg informed the Board that a delegation was received by Howick Council last week and that a committee has been formed from a group of residents who have concerns with the Gorrie Dam. Eleanor McEwen is the committees' spokesperson.

Alison Lobb announced that the late Geoff Peach will be recognized with an award at the Latornell Conservation Symposium next week. Alison also noted that plans are underway for the Lake Huron Centre for Coastal Conservation's 2018 Spring Biennial Conference that will take place at the Oakwood Resort in Grand Bend.

6. Consent Agenda

The following items were circulated to the Board of Directors for their information.

- a) Office Hours over Christmas: **Report #63/2017**
- b) Revenue/Expenditure Report for October: **Report #64/17**
- c) Agreements Signed: **Report #65/17**

The following motion was made.

Motion FA #100/17

Moved by: Art Versteeg

Seconded by: Roger Watt

THAT reports #63/17 through #65/17 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

Motion FA #101/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the Maitland Valley Conservation Authority Board of Directors move into a Maitland Source Protection Authority meeting.

(carried)

7. Maitland Source Protection Authority Meeting Minutes

See MSPA meeting minutes.

8. In Camera Session: Five Year Review of Salaries/Benefits

All attendees except the Board Members, the GM/ST and the Administrative and Financial Services Coordinator were excused from the meeting at this time.

Motion FA #102/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the Board of Directors move in camera to review staff salaries and benefit compensation.

(carried)

The following motion was made at the in-camera session

Motion FA #103/17

Moved by: Deb Shewfelt

Seconded by: Paul Gowing

THAT the Board of Directors move out of in camera and resume regular session.

(carried)

Motion FA #104/17

Moved by: Alison Lobb

Seconded by: David Blaney

THAT the MVCA adopt the salary grid presented in-camera as discussed for the next 5-year period 2018-2022; **AND THAT** the MVCA cover \$1.00 of the cost of LTD coverage for employees on benefits beginning 2018; **AND FURTHER THAT** the Board revisit discussion of the cost share of LTD after the Provincial Budget is released in 2018.

(carried)

9. Review of Meeting Objectives/Follow-up Actions/Next meeting: Wednesday December 20, 2017 at 7pm.

Jim Campbell declared that the meeting objectives were met.

10. Adjournment

The meeting adjourned at 8:59pm with this motion.

Motion FA #105/17

Moved by: Dave Turton

Seconded by: David Blaney

THAT the meeting be adjourned.

(carried)



Jim Campbell
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

An **ACTION** Plan for the Grand

Water Managers Working Group

December 6, 2017

Watershed Conditions

Stephanie Shifflett indicated that all of the GRCA climate stations recorded above the normal total annual precipitation in 2017.

Normal annual precipitation varies across the watershed from about 850mm in the south to about 950mm in the north. With the exception of Woolwich and Brantford, all of the climate stations have recorded over 1000 mm of precipitation.

Average air temperature for the year was above the long term average. 2017 started out fairly warm with winter and early spring temperatures about 3 degrees above normal. The late spring and summer period felt cool this year, but were very close to the long term average. Then warm temperatures returned in early fall with temperatures about 3.5 degrees above normal. The year is ending with close to normal temperatures.

Lake Erie levels are high. Long term oscillations of levels tend to occur over decades. High lake levels have occurred in the 1970's, 1980's and 1990's. The all time high mean annual lake levels occurred in 1986.

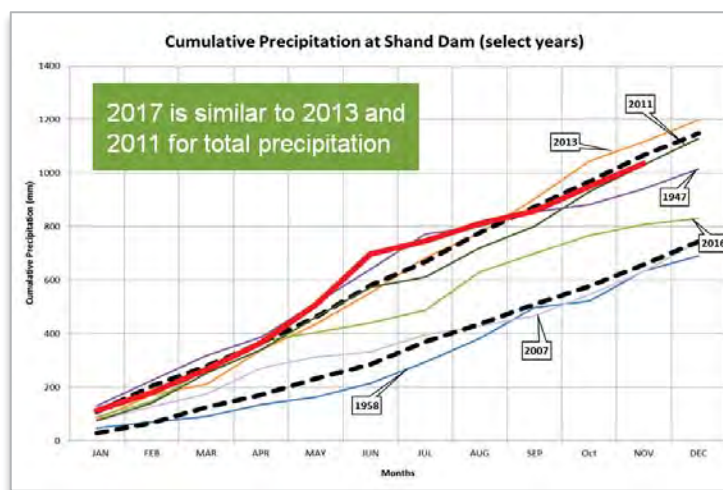


Figure 1. Cumulative precipitation at Shand Dam in 2017 (red line) is near the 95th percentile levels.

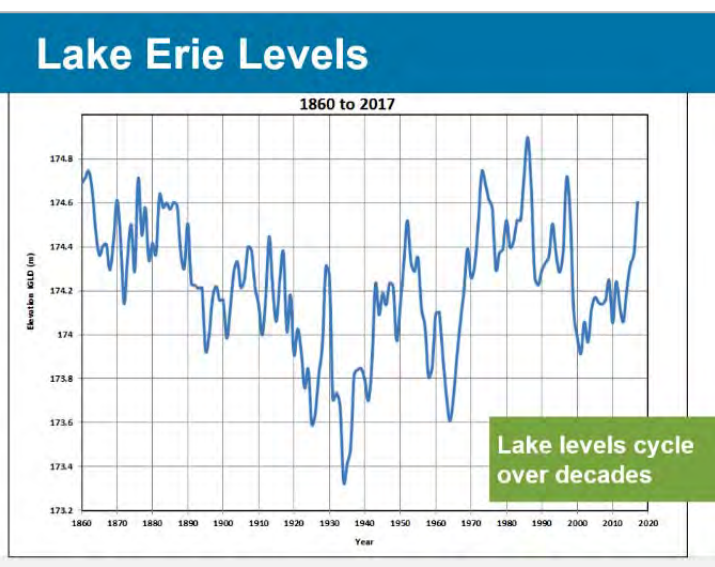


Figure 2. Lake Erie levels since the 1860s.

Looking for canaries in the coal mine: Monitoring Cumulative Effects in Urbanizing Areas

Jan Ivey and **Cameron Irvine**, GRCA in partnership with the Ministry of Environment and Climate Change and the City of Kitchener, presented a highlights of the in-depth analysis that was done to evaluate potential cumulative effects in the Blair Creek subwatershed. Blair Creek is undergoing residential development as the city continues to expand.

The objectives of this study were to:

1. Update the baseline analysis using multiple metrics for surface water quality, temperature and flow parameters.
2. Develop an analytical framework with which changes or deviations from baseline conditions can be detected.

A variety of analyses were done, to bringing together multiple lines of evidence to determine if change could be detected in the subwatershed due to development.

Some of the key findings include a clear local influence of the development on total suspended solids but that impact doesn't translate downstream due to the resiliency that the Roseville swamp provides through flows, temperatures and mitigating high sediment concentrations.

The Blair Creek case study has shown that pre-existing monitoring programs can be used for Cumulative Effects Assessment. Monitoring program design and the scales of analysis are important and depend on the questions being asked.

With regards to assessing the health of the ecosystem, one size doesn't fit all and multiple lines of evidence are required in order to draw conclusions.

The baseline conditions should be characterized over the course of multiple years

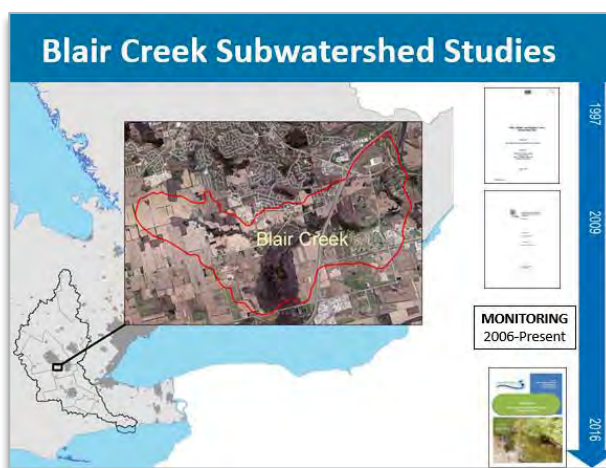


Figure 3. Blair Creek subwatershed is undergoing rapid development.



Figure 4. High sediment in Blair Creek following a rainfall event.

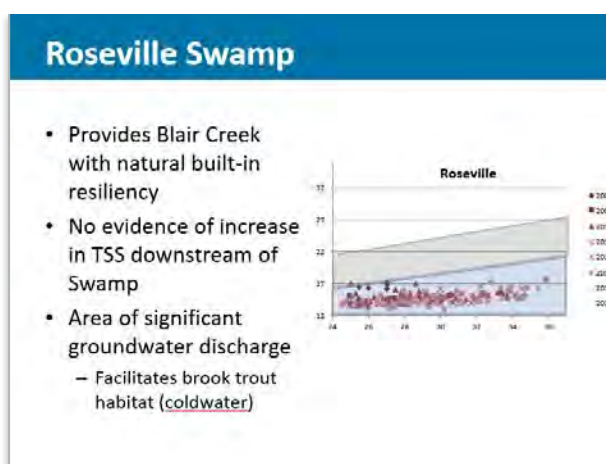


Figure 5. The Roseville swamp is an important hydrologic feature in Blair Creek subwatershed.

to account for climate variability. Having control sites strengthens the interpretation of results and increases the number of analyses that can be run.

Do we need more flood control? Revisiting the Montrose Reservoir Lands and other proposed reservoirs

The Montrose reservoir project has been a proposed project of the GRCA since the 1930's as an option for additional flow augmentation and flood damages reduction. A number of studies in the 1930's, 1950's, 1960's, 1970's and 1980's evaluated the cost effectiveness of a this reservoir.

The 1982 Grand River Water Management Study included a detail technical and social economic analysis of water management options for the watershed; the recommended Plan, Plan A4, proposed that the Montrose reservoir lands be protected for possible future water management purposes, including water supply.

A Montrose reservoir is currently not in the Region of Waterloo master water supply plan, as it is considered to be beyond their current planning horizon of 2050.

Currently, the GRCA owns 2.8 km² of land within the 6 km² acquisition area. Land will be acquired as it becomes available within budgetary limitations.

A future reservoir at this site would primarily benefit water quality and water supply and provides some flood reduction benefits.

Given uncertainties around climate change, continued growth and other planning uncertainties, Water Managers and GRCA staff felt it would be prudent to maintain the Montrose Reservoir project as a future water management option.

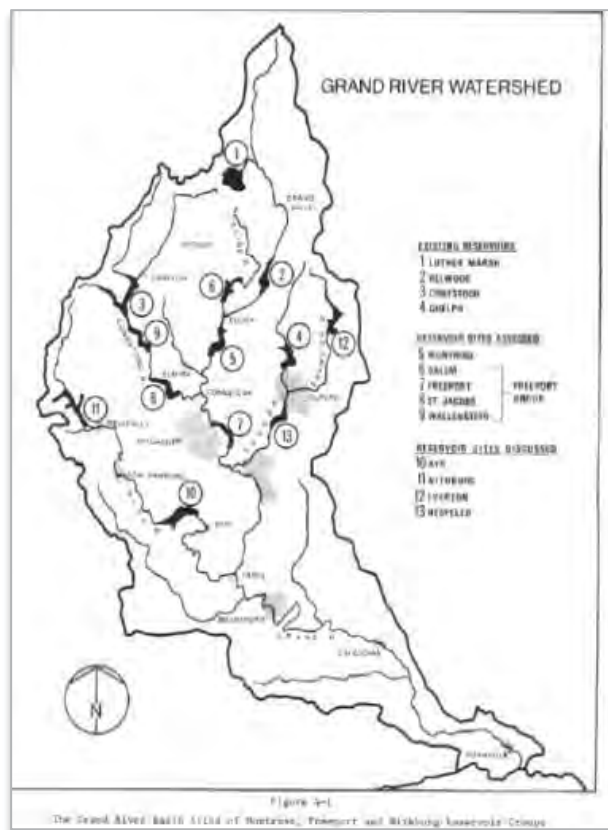
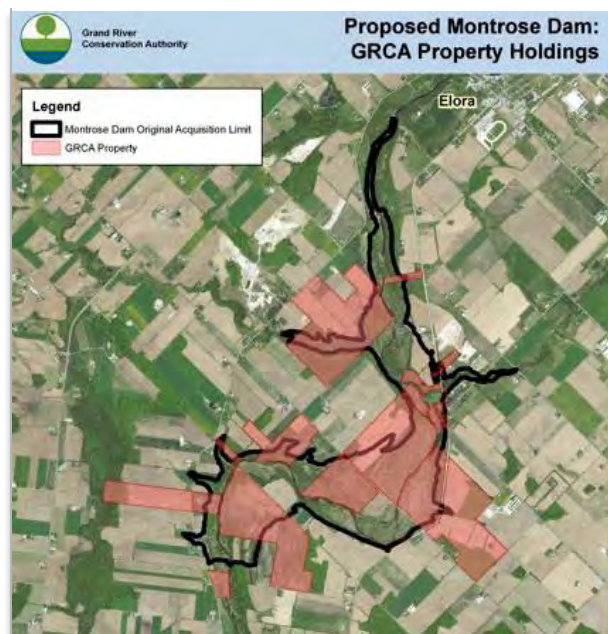


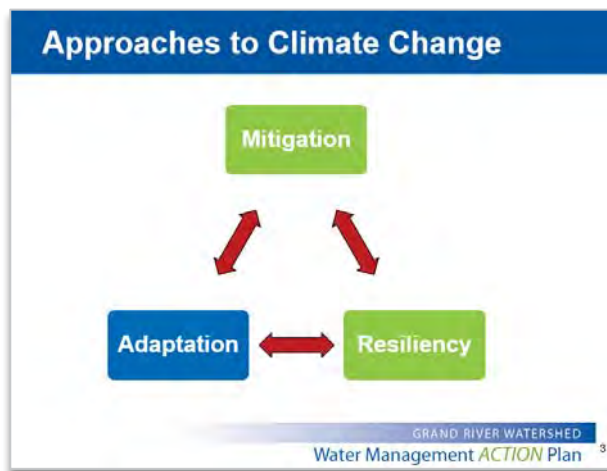
Figure 6. Many dams were once proposed to help reduce flooding and provide flow augmentation in the Grand River system.



Climate Change Adaptation Initiatives – what is going on in the Grand?

One goal in the Water Management Plan is to increase resiliency to deal with climate change. A number of municipalities are undertaking initiatives to review their own actions to help build resilience and develop adaptation and mitigation plans.

“Ontario’s Approach to Climate Change Adaptation” was posted to the Environmental Bill of Rights (EBR 013-1520). Comments on the EBR posting are due January 21, 2018.



Stephanie Shifflett, GRCA is participating on the Region of Waterloo’s climate adaptation planning initiative. On behalf of this committee, she solicited Water Managers from other agencies to provide information on what they are doing to address climate change adaptation or mitigation. She posed three questions:

- ✓ Is your organization working on a climate change adaptation plan?
- ✓ What are the areas of concern or focus for your organization?
- ✓ What (possible) effects of climate change has your organization already experienced?

Please contact Stephanie if you wish to share your agencies initiatives.

2017 Annual Progress Report

The theme of the 2017 annual report on actions and progress toward implementing the actions in the Water Management Plan will be flood preparedness.

Please forward a summary of the actions your agency has completed or are working on in 2017.

Roundtable

The roundtable updates is the heart of the Water Managers meetings. The updates that partners bring to the table is important to share to create awareness of what your agency/municipality is doing as well as report out on the progress of implementing the actions in the Water Management Plan. These updates are what is compiled into the annual **Report on Actions!**

Are the collective actions making a difference? The 2019 State of the Water Resources Report

GRCA staff have come together to develop a project charter and outline for a 2019 “State of the Water Resources Report” for the Grand River Watershed. **We will need your support and participation so stay tuned!**

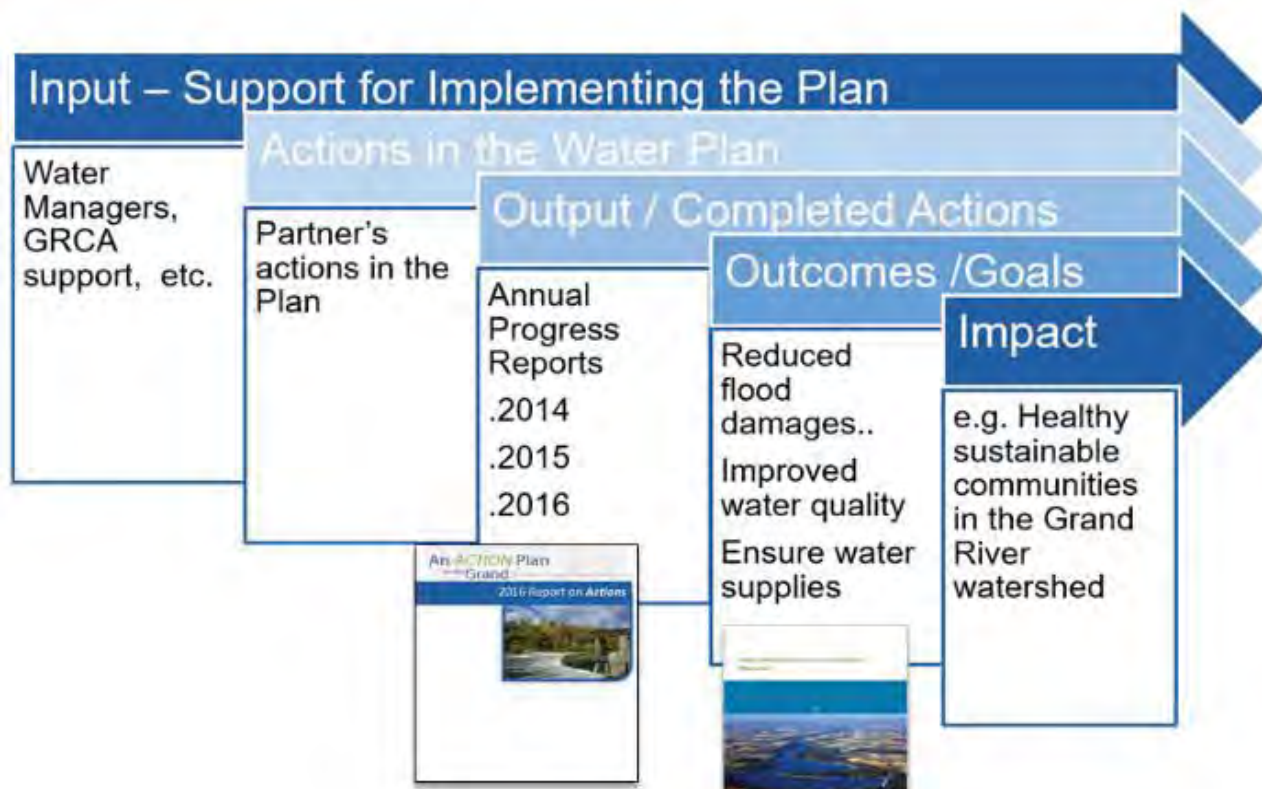


Figure 7. Framework for implementing the Water Management Plan.

In addition to the annual **Report on Actions** that marks our progress of implementing the Plan, work will commence in 2018 to characterize the **State of the Water Resources** to evaluate whether we are achieving the goals in the Plan.

Next Meeting is February 8th, 2018

Water Managers Working Group meetings are a venue to share the collective actions of municipal and government partners toward meeting the goals of the Water Management Plan. It is also an opportunity to share lessons learned and understand some of the challenges your peers face in managing water and water infrastructure.

If you have any questions, comments, shout-outs, please let me know.

All presentation materials are uploaded to the WMP Sharepoint site:
<https://bizportal.grandriver.ca>

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**Sandra Cooke**, Chair Water Managers Working Group



## **PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH**

Prepared by the County of Wellington Planning and Development Department

**DATE:** December 18, 2017  
**TO:** Mike Givens, C.A.O.  
 Township of Wellington North  
**FROM:** Curtis Marshall, Senior Planner  
 County of Wellington  
**SUBJECT:** **South Saugeen Developments Inc.  
 Cork Street, Mount Forest  
 Zoning By-law Amendment – Final Recommendation Report**

### **PLANNING OPINION**

The amendment would rezone three proposed lots on Cork St. from Future Development (FD) to Residential (R2) to permit the construction of 3 semi-detached dwellings (6 units).

Planning Staff are satisfied that the proposal is in general conformity with the County of Wellington Official Plan and we are supportive of the request to rezone the property. A draft Zoning By-law amendment has been prepared for Council's consideration.

### **LOCATION**

The subject property is legally described as Part of Park Lots 10, s/s Princess Street, Part of Park Lots I, MacDonald's Survey, Part of Div 1 of Lot 2, WOSR, Geographic Town of Mount Forest. The property is approximately 0.23 hectares (0.58 acres) in size and is currently vacant.

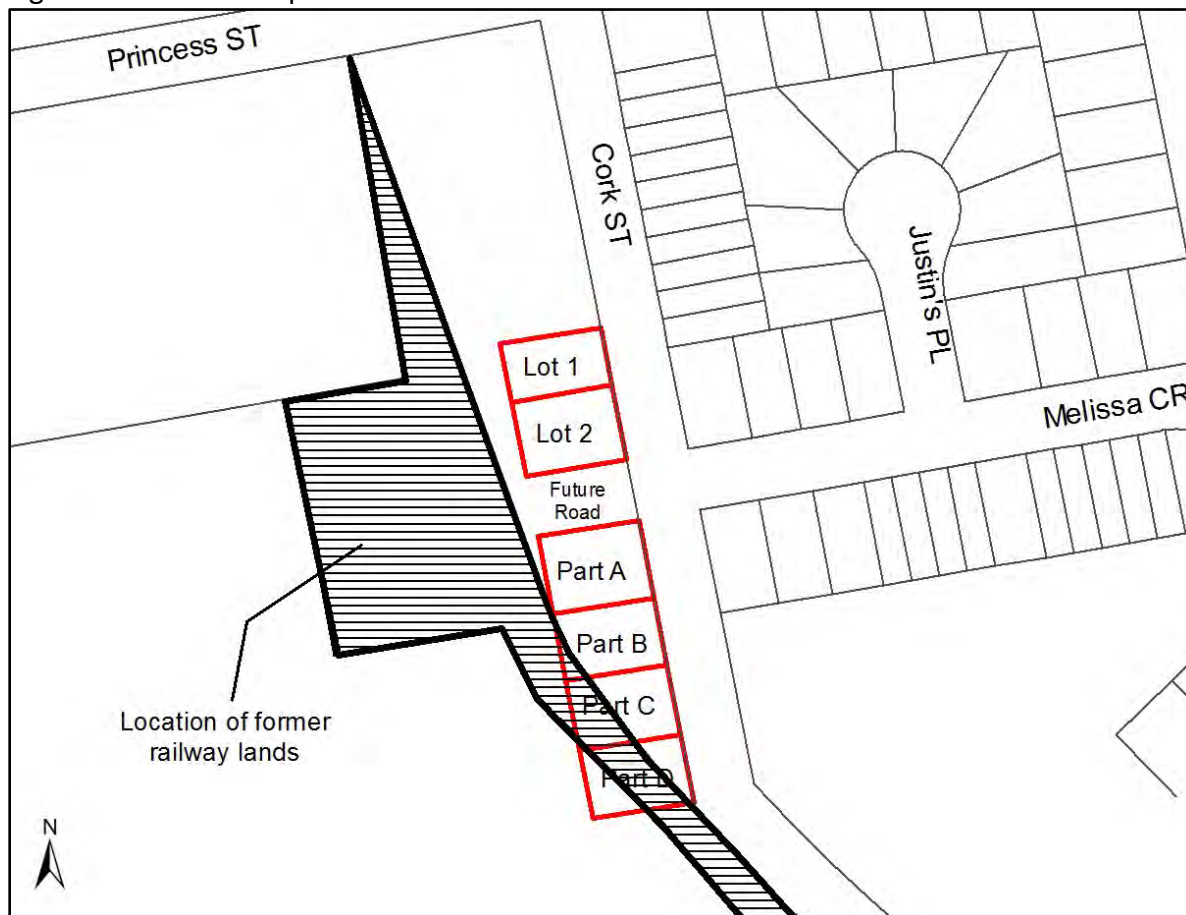
### **PROPOSAL**

The proposed zoning by-law amendment would rezone three proposed lots on Cork St. (Parts B, C, and D shown below) from Future Development (FD) to Residential (R2) to permit the construction of 3 semi-detached dwellings (6 units). The subject lands are located on former railway lands and a satisfactory Record of Site Condition has been filed with the Ministry of the Environment and Climate Change confirming that the requirements of the Environmental Protection Act have been complied with for the lands (i.e. the lands have been remediated for residential use). A decision on the rezoning application for these three lots was deferred by Wellington North Council in January 2017 pending the filing of the Record of Site Condition. Township Council approved the rezoning of three other lots (Lot 1, Lot 2, and A shown below) to Residential (R2) permit the construction of 3 semi-detached dwellings (6 units) in September 2017. These lots were not located on former railway lands and did not require a Record of Site Condition.

This re-zoning amendment also fulfills conditions of consent applications B121/16, B125/16, B126/16, B127/16 which created the 3 lots for the semi-detached dwellings. A location map is

provided below showing Lot 1, Lot 2, and Part A (previously rezoned in September 2017) and Part B, Part C, and Part D which are subject to this proposed zoning by-law amendment.

Figure 1: Location Map



### PLANNING DISCUSSION

A review of relevant Provincial Policy, the County Official Plan, and the merits of the application to rezone the subject lands from Future Development (FD) to Residential (R2) to permit the construction of semi-detached dwellings was discussed in Planning Staff's earlier report on the application dated August 17, 2017.

A draft Zoning By-law amendment which rezones parts B, C, and D from Future Development (FD) to Residential (R2) has been prepared for Council's consideration and is attached to this report.

Respectfully submitted  
County of Wellington Planning and Development Department

Curtis Marshall, MCIP, RPP  
Senior Planner

**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' Map 3 to By-law 66-01 is amended by changing the zoning on lands described as Part of Park Lots 10, s/s Princess Street, Part of Park Lots I, MacDonald's Survey, Part of Div 1 of Lot 2, WOSR, Geographic Town of Mount Forest, as shown on Schedule "A" attached to and forming part of this By-law from:  
**Future Development (FD) to Residential (R2)**
2. 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.
3. 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 \_\_\_\_\_, 2017

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017

\_\_\_\_\_.

MAYOR

\_\_\_\_\_.

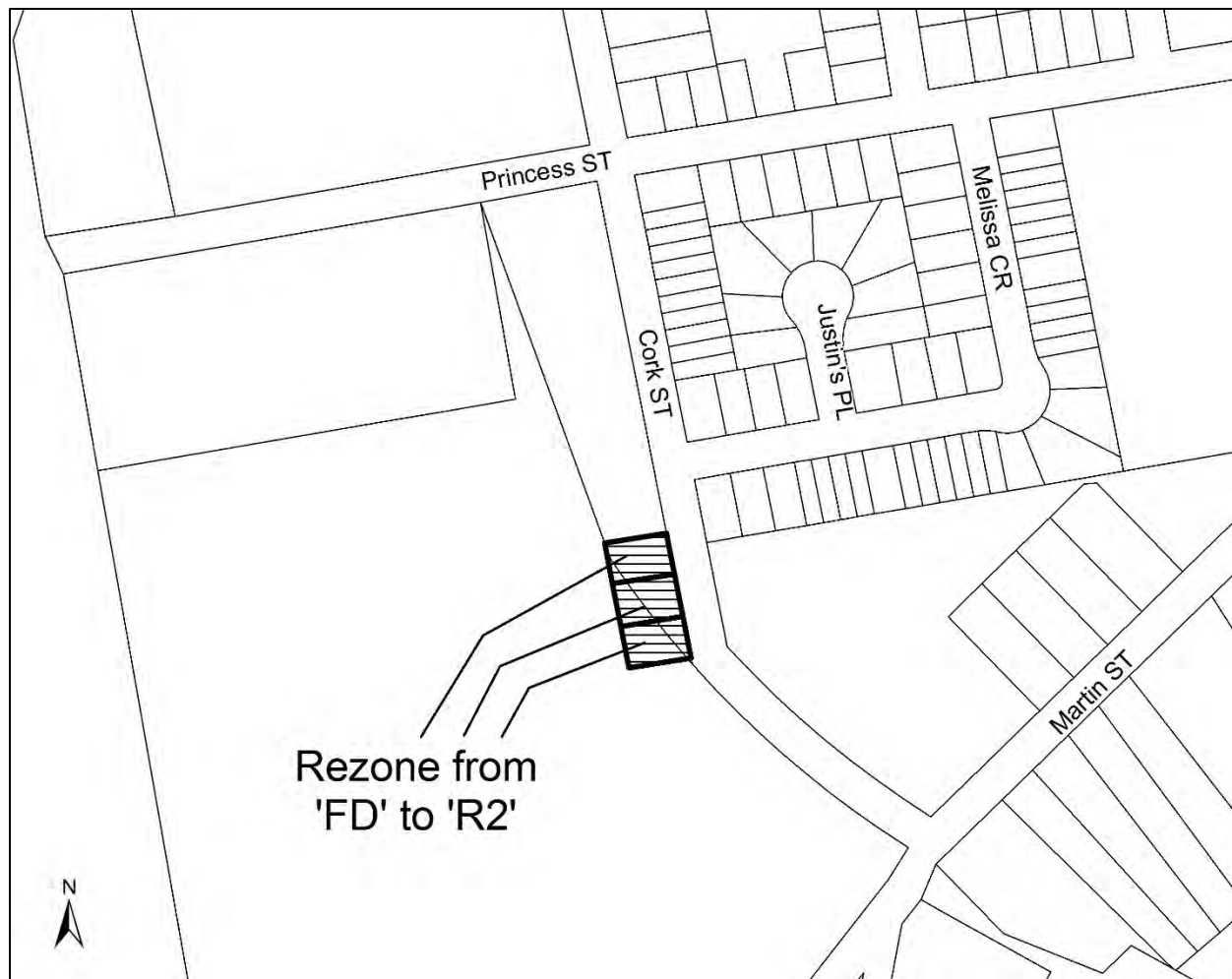
CLERK



THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. \_\_\_\_\_

Schedule "A"



This is Schedule "A" to By-law \_\_\_\_\_.

Passed this \_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

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

The subject property is legally described as Part of Park Lots 10, s/s Princess Street, Part of Park Lots I, MacDonald's Survey, Part of Div 1 of Lot 2, WOSR, Geographic Town of Mount Forest. The property is approximately 0.23 hectares (0.58 acres) in size and is currently vacant.

**THE PURPOSE AND EFFECT** of this amendment is to rezone three proposed lots on Cork St. from Future Development (FD) to Residential (R2) to permit the construction of 3 semi-detached dwellings (6 units).



## PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development Department

**DATE:** January 3, 2018  
**TO:** Mayor and Council  
 Township of Wellington North  
**FROM:** Curtis Marshall, Senior Planner  
 County of Wellington  
**SUBJECT:** **Owner: H. Bye Construction Ltd. & R. H. Bye**  
**Property: Part of Park Lot 4, South of Birmingham St., Plan for the Town of Mount Forest, being Part 3 on Plan 61R11573, together with an easement as in WC319506, Township of Wellington North (Mount Forest)**  
**Part Lot Control Exemption Application**

The purpose of this proposed part lot control exemption is to allow for the division and conveyance of 4 townhouse units on separate lots. Easements will also be created to provide drainage (to lands to the west) and access from the London Road to the rear yards of the units. The 4 townhouses are currently under construction.

A draft reference plan (attached as Schedule 1 to this report) has been submitted showing the divided townhouse units (Parts 1, 2, 3 and 4) with 3.0 m (9.8 ft) wide rear yard access/drainage easements (Parts 5, 6, 7, and 8). The applicant will need to finalize and deposit the reference plan prior to final approval being granted by the County.

The subject land is designated Residential in the Official Plan and is zoned Medium Density Residential (R2). The division of land is consistent with Provincial Policy and would conform to the applicable policies of the County Official Plan.

The lot areas and lot frontages for the 4 divided townhouse units are in compliance with the zoning by-law requirements for street townhouses. We note that the side yard setback for the townhouse unit on Part 1 appears deficient at only 2.9 m (9.5 ft) whereas the Zoning By-law requires a setback of 3.0 m (9.8 ft). The dimension should be confirmed and if deficient a minor variance may be required by the Township to recognize the setback.

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

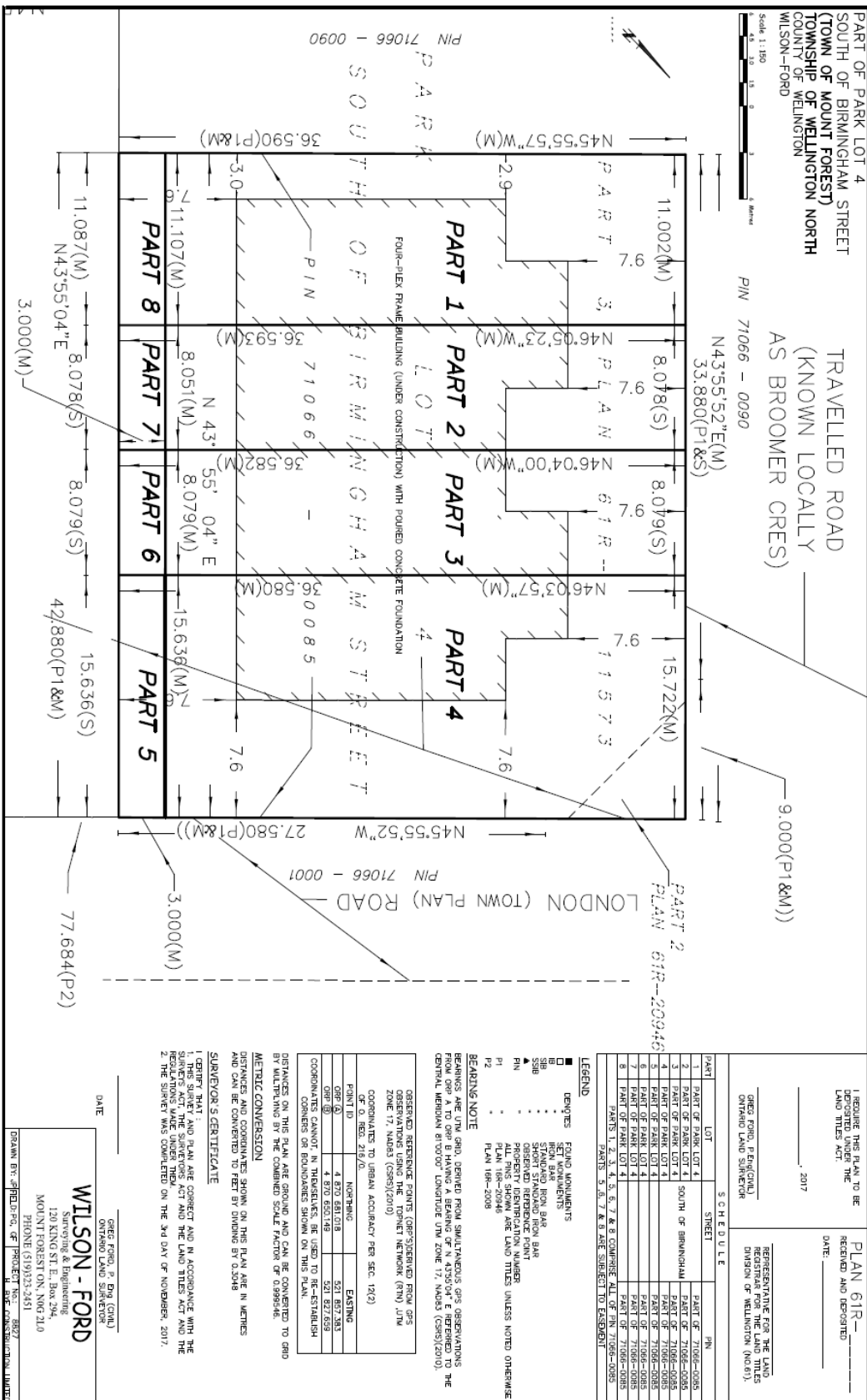
Respectfully submitted  
 County of Wellington Planning and Development Department

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

---

Curtis Marshall, MCIP, RPP

Senior Planner  
 Schedule 1: Draft Reference Plan



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE: 2017

PLAN 61R-

REGISTRAR FOR THE LAND REGISTRATION FOR THE LAND DIVISION OF WELLINGTON (ONLS)

DATE: \_\_\_\_\_

REGISTRAR FOR THE LAND REGISTRATION FOR THE LAND DIVISION OF WELLINGTON (ONLS)

| PART | LOT                | STREET | SCHEDULE | PN |
|------|--------------------|--------|----------|----|
| 1    | PART OF PARK LOT 4 |        |          |    |
| 2    | PART OF PARK LOT 4 |        |          |    |
| 3    | PART OF PARK LOT 4 |        |          |    |
| 4    | PART OF PARK LOT 4 |        |          |    |
| 5    | PART OF PARK LOT 4 |        |          |    |
| 6    | PART OF PARK LOT 4 |        |          |    |
| 7    | PART OF PARK LOT 4 |        |          |    |
| 8    | PART OF PARK LOT 4 |        |          |    |

**LEGEND**

DEPTES FOUND MONUMENTS

■ SET MONUMENTS

□ STANDING IRON BAR

▲ OBSERVED REFERENCE POINT

● PROPOSED IDENTIFICATION NUMBER

PLAN 198-2008

PLAN 198-2008

**BEARINGS NOTE**

BEARINGS ARE TRUE OR DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS FROM ODP A TO ODP B HAVING A BEARING OF N 43°50'4" E REFERRED TO THE CENTRAL MERIDIAN BIVOUAC LONGITUDE UTM ZONE 17, M4083 (CSRS/2010).

| COORDINATES TO URBAN ACCURACY PER SEC. 12(2) | COORDINATES TO METRIC CONVERSION |
|----------------------------------------------|----------------------------------|
| POINT ID                                     | POINT ID                         |
| 4 877 651.018                                | 501 877.383                      |
| 4 877 651.149                                | 501 877.659                      |

**METRIC CONVERSION**

DISTANCES ON THIS PLAN ARE GIVEN IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**SURVEYOR'S CERTIFICATE**

1. I CERTIFY THAT THIS PLAN IS CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

2. THE SURVEY WAS COMPLETED ON THE 3rd DAY OF NOVEMBER, 2017.

DATE: \_\_\_\_\_

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) 232-2451



7490 Sideroad 7 W, PO Box 125,  
Kenilworth, ON N0G 2E0  
www.wellington-north.com

519.848.3620  
1.866.848.3620 FAX 519.848.3228

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF January 8<sup>th</sup>, 2018**

**FROM: DALE SMALL, ECONOMIC DEVELOPMENT OFFICER**

**SUBJECT: REPORT EDO 2018-01 MOUNT FOREST MINOR BALL  
COMMUNITY INITIATED PROJECT**

### **RECOMMENDATION**

**That** the Economic Development Officer report EDO 2018-01 dated January 8<sup>th</sup>, 2018 with regards to the Mount Forest Minor Ball Community Initiated Project be received

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North approves the application and funding to a maximum of \$2,500.00.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

None

### **BACKGROUND**

The purpose of the Community Initiated Project program is to assist Community Organizations in obtaining funding as well as the support of the council of the Township of Wellington North when pursuing the delivery of new or additional services and/or programs in Wellington North.

This program supports the Township of Wellington North's strategic priorities where we identified the need "To explore new strategic partnerships where additional resources can be accessed in order to meet the service needs of our community.

### **OVERVIEW**

On December 3rd, 2017 an application was received from Mount Forest Minor Ball for funding through the Community Initiated Project fund. The application requests a 50% partnership with the Township of Wellington North in order to relocate the Batting Cage from the Cork Street Park to the Kinsman Park as part of the renovations to be completed in the spring.

As required under the program all applications are reviewed utilizing our Community Initiated Project Decision Matrix and a copy of this is attached to the report along with the application.

The Senior Management Team reviewed the application on December 13<sup>th</sup>, 2017 and recommend that council approve funding for this applicant.

### FINANCIAL CONSIDERATIONS

In the 2017 Capital Budget \$50,000 in funding was included for Community Initiated Projects.

The only other application received during 2017 was from the Mount Forest Lions Club and on August 28<sup>th</sup>, 2017 council approved a 50/50 partnership and \$10,000 in funding to support the installation of additional playground equipment at various locations in Mount Forest.

Total project funding for this application is estimated at \$5,000 and Mount Forest Minor Ball have received donations from two families to cover 50% of the funding with the remaining 50%, \$2,500 to be provided by the Township of Wellington North.

### STRATEGIC PLAN

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

X Yes                       No                       N/A

Which pillars does this report support?

|                                                                                                                                                |                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>X Community Growth Plan</p> <p><input type="checkbox"/> Human Resource Plan</p> <p>X Brand and Identity</p> <p>X Strategic Partnerships</p> | <p><input type="checkbox"/> Community Service Review</p> <p><input type="checkbox"/> Corporate Communication Plan</p> <p><input type="checkbox"/> Positive Healthy Work Environment</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Michael Givens*

**DALE SMALL**  
ECONOMIC DEVELOPMENT OFFICER

**MICHAEL GIVENS**  
CHIEF ADMINISTRATIVE OFFICER



7490 Sideroad 7 W, PO Box 125,  
Kenilworth, ON N0G 2E0  
www.wellington-north.com

519.848.3620  
1.866.848.3620  
519.848.3228

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Simply Explore.  
www.simplyexplore.ca

## COMMUNITY INITIATED PROJECT: APPLICATION FORM

The purpose of this program is to assist Community Organizations/Service Clubs/Individuals in obtaining funding as well as the support of the council of the Township of Wellington North when pursuing the delivery of new or additional services and/or programs in Wellington North. This program supports the Township of Wellington North's Strategic Priorities where we identified the need "To explore new strategic partnerships where additional resources can be accessed in order to meet the service needs of our community".

The purpose of this application form is to provide clarity on the information required from the Community Organization/Service Club/Individuals who are pursuing financial assistance for the delivery of new services or an expansion of existing services in Wellington North. This application form is to be completed & signed by the most senior official in the Organization making the request and should be sent to Mike Givens, Chief Administrative Officer at the above address or by email at [mgivens@wellington-north.com](mailto:mgivens@wellington-north.com).

### Section A – Organization Information

|                                                                |                                                    |
|----------------------------------------------------------------|----------------------------------------------------|
| <b>Organization Name:</b> MOUNT FOREST MINOR BALL              | Year Organization established in W.N.: UNKNOWN     |
| <b>Mailing Address:</b> 122775 GREY RD 9,<br>AYTON, ON N0G 1K0 | # of Current and Active Club Members: 200+         |
| <b>Signing Official Name:</b> SCOTT CORRIGAN                   | Annual Organization/Club Revenues: NON-PROFIT      |
| <b>Position in Organization:</b> PRESIDENT                     | Can you provide Financial Statements if asked? YES |
| <b>email address:</b> scott_corrigan@hotmail.com               | Name of Organizations Treasurer: DENISE SCHUPE     |
| <b>Phone Number:</b> 519-321-1201                              | Web-site address: www.minorball.ca                 |
|                                                                | Facebook Page: mfmminorball                        |

### Section B – Organization Mission & Mandate (In 150 words or less describe your Organization's main focus as well as some of your typical activities, as well as existing services and/or programs)

MFMB IS THE LOCAL ORGANIZATION IN THE TOWN OF MOUNT FOREST, THAT OVERSEES AND RUNS THE YOUTH BASEBALL PROGRAM. OUR MISSION IS TO CONTINUE OUR DEDICATION TOWARD PROMOTING A POSITIVE, FUN AND COMPETITIVE BASEBALL COMMUNITY FOR ALL YOUTH WHO WISH TO PARTICIPATE.

(continue on additional page if required)

### Section C – Name of Your Project (10 words or less)

MOUNT FOREST MINOR BALL 'BATTING CAGE'

**Section D – Project Costs:** Overall Cost of Your Project: \$ 5000.00  
 Amount of funding requested from Township of Wellington North: \$ 2500.00 (must not exceed 50% of overall cost)

**Section E – Project Description** (In 250 words or less describe your Project, explain the rationale for your Project as well as the community need you are addressing)

*MFMB BATTING CAGE - IN MEMORY OF DOUG OFFICER & NORM TROYER*  
*IN EARLY 2017, MFMB AND PAST REL. DIRECTOR FOR WELLINGTON NORTH, BEGAN CONVERSATIONS ABOUT DIAMOND RENOVATIONS THAT WOULD BE TAKING PLACE AT THE KINSMEN DIAMOND IN 2017/18. IN THOSE DISCUSSIONS MFMB WAS MADE AWARE THAT THE RESURRECTION OF A NEW BATTING CAGE WOULD TAKE PLACE ALONG WITH THE DIAMOND UPGRADES. MFMB PRESENTED THE IDEA IN HOPES THAT PLAYER SAFETY AND PLAYER TRAINING WOULD IMPROVE FOR ALL PLAYERS FOR MANY YEARS TO COME. MFMB AGREED WITH THE TOWNSHIP SPOKESPERSON THAT BOTH PARTIES WOULD SHARE THIS COST. \*THE CURRENT BATTING CAGE IN MF IS UNSAFE FOR USE, BEING USED FOR A TOWN STORAGE UNIT, AND NOT IN THE PROPER LOCATION AS TO WHERE THE CHILDREN PLAY BASEBALL IN THE TOWN OF MF. I WOULD LIKE TO REQUEST THAT MFMB AND THE TOWNSHIP RENEW PAST CONVERSATIONS SO THAT WE CAN PROCEED FURTHER WITH THE DIAMOND UPGRADES AT KINSMEN.* (continue on additional page if required)

**Section F – Other Project Details** (Provide as much detail as possible and use additional page if required)

|    |                                                                                                                                                                                                                                                   |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1) | <b>Who will benefit most from your project?</b> Circle no more than two. (Youth, Young Families, Seniors, New Residents, Business Community, General Population, Other) If other explain.                                                         |
| 2) | <b>Has your organization the funding in place to cover your portion of the project costs?</b> <input checked="" type="radio"/> Yes <input type="radio"/> No (If no explain)<br><i>DONATIONS WERE MADE FROM 2 FAMILIES. PAST &amp; PRESENT.</i>    |
| 3) | <b>What will the funding from the Township of Wellington North be used for?</b><br><i>"THE FEJLING COMPANY WHO IS IN CHARGE OF THE KINSMEN DIAMOND UPGRADES QUOTED \$5000.00 WN WOULD SHARE THE COST WITH MFMB."</i>                              |
| 4) | <b>Are there other organizations/individuals assisting you in the Project? If yes indicate who all is involved.</b><br><i>THE FAMILIES OF THE LATE DOUG OFFICER &amp; NORM TROYER</i>                                                             |
| 5) | <b>When would you like to see the project started and completed?</b><br><i>SPRING OF 2018 WHEN THE REST OF THE KINSMEN IS TO BE FINISHED.</i>                                                                                                     |
| 6) | <b>What else would you like to tell us about your Project that would help us in approving your application?</b><br><i>- LOCATION WAS PLANNED FOR THE EAST SIDE OF THE KINSMEN DIAMOND<br/>                 * THANK YOU FOR YOUR CONSIDERATION</i> |

**Section D – Acknowledgements & Signatures**

- ✓ I am the most senior official with designated signing authority/decision making authority in our organization
- ✓ I acknowledge the information in this application is true, accurate and complete to the best of my ability
- ✓ I have reviewed the application with the Director of Recreation, Parks and Facilities or the Economic Development Officer
- ✓ Should the application be approved I will provide a written statement of use of funds within two months of the completion of the event/service/program

*[Signature]*                      SCOTT CORRIGAN                      DEC 3, 2017  
 Signature                      Name                      Date



**COMMUNITY INITIATED PROJECT: DECISION MATRIX**

Applicant/Organization Name: Mount Forest Minor Ball

Date Application Received: December 7<sup>th</sup>, 2017

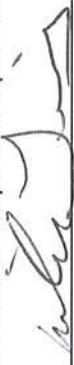

Name of Project: Mount Forest Minor Ball Batting Cage

Amount of Funding Requested: \$2,500.00

Date of Senior Management Team Review: December 13<sup>th</sup>, 2017

| Criteria Number | Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Yes              | No                 | Comments/Additional Explanation                                                                                                                                                                                                                                                                                                 |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1               | Is the applicant eligible as per the definition outlined in the Community Initiated Project Guidelines and how many years has the organization been in existence in our community?                                                                                                                                                                                                                                                                                                                                              | X                |                    | _Not Known but a long time.                                                                                                                                                                                                                                                                                                     |
| 2               | Does the proposal serve a clearly identified community need that is not currently adequately addressed?                                                                                                                                                                                                                                                                                                                                                                                                                         | X                |                    | Current Batting Cage is unsafe for use and is not in the proper location to where the Children play Baseball.                                                                                                                                                                                                                   |
| 3               | Will the program or service being recommended be accessible to all residents?                                                                                                                                                                                                                                                                                                                                                                                                                                                   | X                |                    | Yes                                                                                                                                                                                                                                                                                                                             |
| 4               | Recognizing the above identify which group or groups will benefit most from this project. (Young families, Youth, Seniors, disabled, general population, etc.)                                                                                                                                                                                                                                                                                                                                                                  | X                |                    | Youth                                                                                                                                                                                                                                                                                                                           |
| 5               | Community Initiated Project Grant funding is available to cover up to 50% of eligible costs. What amount is being requested and what is the percentage of the overall cost?                                                                                                                                                                                                                                                                                                                                                     |                  |                    | Overall Cost of Project: <u>\$5,000</u><br>Grant Amount requested: <u>\$2,500</u><br>Percentage of overall Costs: <u>50%</u>                                                                                                                                                                                                    |
| 6               | Has the application been properly completed including: <ul style="list-style-type: none"> <li>Detailed description/explanation of Project</li> <li>Has the applicant clearly explained their qualifications</li> <li>Has the need, intent and use of funding been clearly defined</li> <li>Demonstrated Financial Support, including financial statements &amp; proposed budget provided</li> <li>Detailed sketch of the proposed change if applicable</li> <li>Quotes/estimates provided to support project funding</li> </ul> | X<br>X<br>X<br>X | X<br><br><br><br>X | Apparently discussions had taken place with the Director of Recreation and Parks prior to him leaving. The expectation was that this update would occur the same time the Kinsmen Ball Diamond upgrade is finished in the spring. The families of the late Doug Officer & Norm Troyer have committed funding the other \$2,500. |
| 7               | Will the goods and services to complete the required work be performed by the applicant/local businesses/suppliers?                                                                                                                                                                                                                                                                                                                                                                                                             | X                |                    | Work will be completed in-conjunction with the remaining Park upgrades under the supervision of the Township of Wellington North.                                                                                                                                                                                               |

**COMMUNITY INITIATED PROJECT: DECISION MATRIX**

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                   |                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p align="center"><b>8</b></p>              | <p>Based on the completeness of the application and the applicant qualifications, combined with Vision of our Desired Future, rate the request based on the following measurers.</p> <ul style="list-style-type: none"> <li>a) Professional Standards</li> <li>b) Fiscal and overall accountability: (Minimum 50% of Project Funding is required from the applicant) _____             <ul style="list-style-type: none"> <li><input type="radio"/> 50% - 59% score 1</li> <li><input type="radio"/> 60% - 69% score 2</li> <li><input type="radio"/> 70% - 79% score 3</li> <li><input type="radio"/> 80% - 89% score 4</li> <li><input type="radio"/> 90% - 100% score 5</li> </ul> </li> <li>c) Administrative accountability</li> <li>d) Economic Impact</li> <li>e) Community Service and participation</li> <li>f) Responsiveness to existing community need</li> <li>g) Degree of accessibility</li> <li>h) Level of Risk to the Township-financial and otherwise (8 is low)</li> </ul> | <p align="center">_6_<br/>_1_</p> | <p>(All eight areas must receive a score and a minimum of 24 points must be achieved for the application to be forwarded to council for consideration)</p> <p>The grading scale for items 8 a) – g) is one to five with one being low and five being high.</p> <p>The grading scale for item 8 h) is reversed with a score of one for high and five low.</p> <p>Total Score: _39_</p> |
| <p align="center"><b>9</b></p>              | <p>Is the targeted completion date within 8 months from date of approval or is an extension required?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p align="center">Yes      No</p> | <p>Will be completed in the spring when the other enhancements are made to the Kinsmen Ball Diamond</p>                                                                                                                                                                                                                                                                               |
| <p align="center"><b>10</b></p>             | <p>Has the applicant agreed to provide a written statement on the use of funds within two months of the completion of the event/program/service</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p align="center">Yes      No</p> |                                                                                                                                                                                                                                                                                                                                                                                       |
| <p align="center"><b>11</b></p>             | <p>Other comments from the Senior Management Team</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                   |                                                                                                                                                                                                                                                                                                                                                                                       |
| <p align="center"><b>Recommendation</b></p> | <p>That the Senior Management Team of the Township of Wellington North supports this application and directs the Economic Development Officer to complete a report to council for approval.</p> <p>   </p> <p>             CAO Signature _____ Senior Team Member signature _____         </p> <p align="right">             Date <u>12/13/17</u> </p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                   |                                                                                                                                                                                                                                                                                                                                                                                       |



7490 Sideroad 7 W, PO Box 125,  
Kenilworth, ON N0G 2E0  
[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620  
1.866.848.3620 FAX 519.848.3228

081

Plan to  
Simply Explore.  
[www.simplyexplore.ca](http://www.simplyexplore.ca)

**TO: MAYOR AND MEMBERS OF COUNCIL,  
Meeting of January 8<sup>th</sup>, 2018**

**FROM: DALE SMALL, ECONOMIC DEVELOPMENT OFFICER**

**SUBJECT: REPORT EDO 2018-02 COMMUNITY GROWTH PLAN UPDATE**

### **RECOMMENDATION**

**That** the Economic Development Officer report EDO-2018-02 dated January 8<sup>th</sup>, 2018 with regards to the Community Growth Plan be received for information;

**And Further That** the Council of the Corporation of the Township of Wellington North approve the 2041 Community Vision for Growth and Growth Management Goals as recommended by the Community Growth Plan Steering Committee on December 13<sup>th</sup>, 2017.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

EDO 2017 - 02 January 9<sup>th</sup>, 2017;

EDO 2017 - 10 March 27<sup>th</sup>, 2017;

EDO 2017 - 14 June 5<sup>th</sup>, 2017

EDO 2017 - 22 October 10<sup>th</sup>, 2017

### **BACKGROUND**

One of the goals, as identified in the Township of Wellington North Strategic Plan 2015 – 2018 was “to assemble a task force to provide Council with advice on how to develop a near term, medium term and long-term Community Growth Plan that addresses the projected population and employment growth” that is going to occur over the next many years.

Early 2017 GSP Group Inc. and Curtis Planning were retained by the Township of Wellington North to lead us through the process to complete the Community Growth Plan. The plan, when completed, will provide direction for policy development and decision-making regarding land development and growth related investments and initiatives, to contribute to planning for positive growth and change in Wellington North.

The Community Growth Plan is comprehensive in nature and also builds on and promotes a continued and strengthened community partnership. Community and Stakeholder consultation has and will continue to be

a key part of the process which to date has included:

- Four Steering Committee Meetings with the eighteen community leaders, including council, who make up our Community Growth Plan Steering Committee
- 240+ people have participated through the completion of an on-line survey
- Written comments were received from the Youth Action Council and UGDSB.
- 100+ people attended one of the four public meetings/stakeholder engagement sessions

The development and refinement of the Community Growth Plan will continue to be informed and guided by the Steering Committee over the coming weeks leading to a Public Open House on January 24<sup>th</sup> and final adoption by Wellington North council on February 26<sup>th</sup>, 2018.

## Community Vision and Goals

The Community Vision and Goals are intended to describe the overall community planning and growth management direction for Wellington North and to capture the core themes that emerged from the input received during the community/stakeholder engagement process. These statements also help to provide a consistent, long-term framework, through which future planning decisions and investments are considered and evaluated towards a desired common outcome, and to articulate and embed key growth management concepts, ideas and terminology that link to related Provincial and County planning policies and related Township strategies and initiatives.

At the Dec. 13<sup>th</sup>, 2017 Steering Committee Meeting, (minutes from this meeting are included in the council package) the Committee discussed and passed two motions for approval by Council. One relates to the 2041 Community Vision for Growth and the other the Growth Management Goals.

## 2041 Community Vision for Growth

**Wellington North** is a **place for everyone** where a **high quality of life** is supported and defined by:

- A **sense of community** with active volunteers, local leaders, government and service providers working together to support capacity building, engagement, participation and well-being;
- A **range of housing, jobs and services** that **meet local needs**, focused within Arthur and Mount Forest as **complete communities** and service centres;
- A **strong and diverse economy** that has grown within **settlement areas** and in **agricultural, rural** and related business sectors;
- **Healthy** natural, social and built **environments** that promote **conservation** of land and resources, community **wellness**, **safety**, **inclusiveness** and a range of **recreation** opportunities;
- **Infrastructure, facilities and services** that are **cost-effective**, optimally used, technologically advanced, **environmentally responsible** and resilient;
- Connected **transportation routes and options** that safely and efficiently move people and goods, offering **choice** and **convenience** for all;
- **Small town atmosphere** and **rural landscape character** with a rich cultural and built **heritage** that is recognized and celebrated.

## Growth Management Goals:

### Direct/focus development

1. Arthur and Mount Forest as primary centres and complete inclusive communities with a mix of land uses, housing, jobs and services
2. Protect land resources for farming and rural economic development
3. Greater orientation to walking, cycling and other options as safe and efficient modes of transportation

### Orderly, compact and appropriate development

4. Plan for and promote orderly, compact development with the urban areas, based on phasing to align with infrastructure, transportation, facilities and services
5. Prioritize appropriate, context-sensitive intensification within the urban areas and optimize the efficient use of existing infrastructure and services

### To Have Growth pay for itself

6. Fund/recover growth-related capital costs for infrastructure, transportation, facilities and services via Development Charges
7. Incentivize / reduce costs for priority development, including: downtown revitalization, special needs housing, on-farm business, education/training, transit
8. Infrastructure, facilities and services that are cost-effective, environmentally responsible, resilient to climate change and sustainable over the long term

## CONCLUSION

The Wellington North Community Growth Plan will recommend strategies and initiatives related to growth management, based on the policy directions of the Province and the County. At the same time these strategies and initiatives will also take into consideration the findings from our background research and consultation as well as the themes contained in our Community Vision and Goals.

As discussed and shared with the Steering Committee at our last meeting these strategies and initiatives will be packaged and presented in our Growth Plan as:

**Growth Forecasts and Locations**  
**Housing Strategy**  
**Transportation Strategy**  
**Infrastructure Strategy**

**Intensification and Density Targets**  
**Employment Strategy**  
**Environment & Heritage Conservation Strategy**  
**Community Facilities & Services Strategy**

After the January Public Meeting the Steering Committee will meet one more time, in February, to review any revisions that are required from the Public Meeting consultations. At that meeting the Committee will also discuss a motion to Wellington North council to adopt the Community Growth Plan.

|                                 |
|---------------------------------|
| <b>FINANCIAL CONSIDERATIONS</b> |
|---------------------------------|

During 2017 Municipal staff expenses related to the completion of the Community Growth Plan were absorbed within department operating budgets. Other administrative costs, related to the Public Meetings, online survey etc., totaling \$3,000, have been covered within the Economic Development Office budget.

The professional services contract signed with GSP Group was in the amount of \$49,980 and funding for this was approved in the 2017 Operating Budget for this program. The project timeline contained in the RFP had an estimated completion date of January 29<sup>th</sup>, 2018.

Billings to date from GSP, as at the end of November 2017, total \$41,121 and we currently have an estimated completion date of February 28<sup>th</sup>, 2018. We have been very pleased with the service and level of expertise provided by GSP Group during this process and expect that the final project expenses will come within 5% of the planned amount.

|                       |
|-----------------------|
| <b>STRATEGIC PLAN</b> |
|-----------------------|

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

**Yes**                       No                                       N/A

Which pillars does this report support?

|                                                                                                                                                                                                                        |                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Community Growth Plan<br><input type="checkbox"/> Human Resource Plan<br><input type="checkbox"/> Brand and Identity<br><input checked="" type="checkbox"/> Strategic Partnerships | <input checked="" type="checkbox"/> Community Service Review<br><input type="checkbox"/> Corporate Communication Plan<br><input type="checkbox"/> Positive Healthy Work Environment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                     |                        |
|---------------------|------------------------|
| <b>PREPARED BY:</b> | <b>RECOMMENDED BY:</b> |
|---------------------|------------------------|

*Dale Small*

*Mike Givens*

|                                                    |                                                        |
|----------------------------------------------------|--------------------------------------------------------|
| <b>DALE SMALL<br/>ECONOMIC DEVELOPMENT OFFICER</b> | <b>MICHAEL GIVENS<br/>CHIEF ADMINISTRATIVE OFFICER</b> |
|----------------------------------------------------|--------------------------------------------------------|



**B. M. ROSS AND ASSOCIATES LIMITED**

**Engineers and Planners**

Box 1179, 206 Industrial Drive

Mount Forest, ON, Canada N0G 2L0

p. (519) 323-2945 • f. (519) 323-3551

[www.bmross.net](http://www.bmross.net)

File No. 08145

January 3, 2018

**Darren Jones, CBCO**

Township of Wellington North

7490 Sideroad 7 W, P.O. Box 125

Kenilworth, ON

N0G 2E0

**Re: Lucas Subdivision, Mount Forest (Reeves)  
Draft Plan 23T-79087  
Preliminary Acceptance of Stages 1 & 2, Phase 1 (Lots 8 to 20)**

Reeves Construction Limited (Reeves) entered into a Subdivision Agreement with the Township for the Lucas Subdivision, on June 26, 2017. Subsequently, Reeves proceeded with constructing servicing and roadways for Phase 1. Reeves retained Cobide Engineering Inc. of Hanover to provide engineering services. Pre-Servicing work was completed earlier in 2017 on King Street by Reeves under a separate Agreement dated April 24, 2017. Reeves Construction is now requesting Preliminary Acceptance for Stage 1 and Stage 2 of Phase 1, which is one of the requirements before the Township will accept building permit applications.

We are in receipt of documentation from the Developer and their Engineer, including the following:

- Environmental Compliance Approval (ECA) 4516-A47M8Q for the sewers and SWM facility, as issued by MOECC on December 11, 2015.
- Reference Plan 61M-218, dated October 19, 2017.
- Watermain looping deferral request (to June 2018) as per a November 16, 2017, Reeves letter to the Township. Accepted by the Township as per a Sewer & Water Department November 16 email. (copies enclosed)
- Union Gas email, dated December 6, 2017, committing to the installation of natural gas by Spring 2018, possibly as early as April (copy enclosed)
- CMT Engineering granular gradation test reports.
- CMT Engineering compaction test reports (subgrade, backfill, bedding, gravel road base).
- JJ McLellan backflow preventer test report.
- Cobide chlorine residual test report.
- Cobide watermain leakage test report.
- Cobide sanitary sewer infiltration test report.
- Cobide sanitary sewer Mandrel test report.
- Miller asphalt (HL4) mix design.

- EC King concrete curb mix design.
- EC King concrete compressive strength test reports.
- Reeves' Sewage Works Record Keeping log (as required by a term of the ECA).
- Forterra Stormceptor Installation details and Stormceptor Owner's Manual (copy sent to the Township's Roads Department).
- Cobide Phase 1 Deficiency List, dated December 11, 2017 (as weather and site conditions permit, Reeves should address these deficiencies as soon as possible). (copy enclosed).
- Certification letter from Cobide Engineering, dated December 13, 2017 (copy enclosed).
- CCTV inspection report and DVDs, as completed by Foster Sewer Services on November 14, 2017, for the sanitary sewer and services (copy sent to the Township's Water & Sewer Department).

In addition, we received documentation and communications from the Township's Water & Sewer Department that confirms the watermain was commissioned to their satisfaction, including bacti test reports and confirmation that tracer wire conductivity was tested successfully.

Select copies of the foregoing documentation are enclosed, for your records. If you require copies of additional documents, please contact us. We have requested some missing information or items to be added to the deficiency list (e.g. asphalt compaction test results; flexible storm sewer deflection test report; CCTV of the storm sewer outlet through 440 King Street easement; broken King Street CB lid hinge; additional data on the ECA sewage works maintenance log – ongoing; Service Locate sheets; As Recorded drawings, to also include showing limits of geogrid placed beneath unstable sections of the roadway). Submissions for King Street reconstruction were made earlier this year (separate Agreement and project file).

BMROSS staff met with Cobide Engineering staff on December 7, 2017, for a general overview of the works constructed to date.

We note that there are potential concerns regarding the concrete curbing which was constructed without cold weather protection measures being used. Temperatures were below freezing and night time lows were -14 Celcius. To be further reviewed in Spring 2018.

In early-December, 2017, the Township's Water Department completed a preliminary review of the watermain and appurtenances and are not aware of any issues at this time. The Township's Roads Department has not indicated there are any issues other than those noted in this letter and Cobide's attached deficiency list.

Cobide has been advised that the SWM facility orifices need to be installed ASAP, and that sediment control measures need to be checked and maintained.

Our review of the sanitary sewer CCTV submission is ongoing. There may be some deficiencies.

Union Gas will not install natural gas lines until Spring 2018. Therefore, Stage 3 Preliminary Acceptance cannot be achieved for many months, and the installation of utilities is a requirement



for issuance of Building Permits (Term 8.9.2) and Occupancy Permits (Term 8.10.1). **We therefore recommend Preliminary Acceptance of Stage 1 and Stage 2 be conditional on Reeves Construction providing written notification to each and every Lot Owner and Builder of the delay in being able to apply for an Occupancy Permit due to Utility installation scheduling, with such written notification provided to the CBO upon submission of a Building Permit application to confirm the Owners and Builders are aware of this restriction.**

The Township's solicitor has not yet, to our knowledge, confirmed that rear yard storm sewer/drainage/access easements have been registered, including a sewer/drainage outlet through 440 King Street East, and the SWM Block has not yet been deeded to the Township. Therefore, we are unable to recommend unconditional Preliminary Acceptance, at this time. However, Council could consider passing a resolution to grant Preliminary Acceptance of Stage 1 and Stage 2 of Phase 1 **subject to the Township CAO receiving proof of registration of all drainage easements and subject to Block 32 being deeded to the Township.**

In accordance with the Subdivision Agreement, Reeves were to have made a \$10,000 deposit with the Township to cover its legal, engineering and planning costs (Term 1.1.2). You should confirm that deposit was made.

Based on available information provided to us by the Developer and their Engineer, it is our opinion that the Township could pass the following resolution:

***THAT the Council of the Corporation of the Township of Wellington North grant Reeves Construction Limited, for the Lucas Subdivision (Draft Plan 23T-79087) in the community of Mount Forest, Preliminary Acceptance for Stage 1 and Stage 2 of Phase 1 (Lots 8 to 20), subject to and effective from the date the Township CAO receives proof of registration of all drainage easements and deeding of Block 32 to the Township, and subject to Reeves Construction providing notification to each and every lot Owner and Builder of the delayed schedule for obtaining Occupancy Permits.***

It is our understanding that Township staff are in support of granting **conditional** Preliminary Acceptance of Stages 1 & 2 of Phase 1 which will allow Building Permit applications to be submitted subject to all the other relevant conditions being met (i.e. Term 8.9 of the Subdivision Agreement). The Township may wish to obtain legal advice.

Phase 1 securities, in the form of a Letter of Credit, was provided to the Township by Reeves in the amount of \$722,881.44 with an expiry date of August 3, 2018. It should be renewed at that time unless reductions are approved in the future by the Township less deductions for deficiencies or potential deficiencies. We do not recommend any securities reductions at this time due to outstanding property matters and incomplete technical submissions. Securities and all other requirements for Phase 2 should be provided by Reeves prior to them proceeding with Phase 2 servicing work.

Reeves is responsible for maintenance of the works for two years.

If you have any questions, please contact us.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per



Frank Vanderloo, P. Eng.

Encls.

c.c. Letter by email only to:

Patrick Kraemer, Duncan, Linton LLP

Bob Reeves, Reeves Construction Limited

Travis Burnside, P. Eng., Cobide Engineering

Barry Trood, Water & Sewer Superintendent, Wellington North

Dale Clark, Roads Superintendent, Township of Wellington North

Mike Givens, CAO, Township of Wellington North

**REEVES CONSTRUCTION LIMITED**  
**372 MAIN STREET NORTH**  
**MOUNT FOREST, ONTARIO**  
**N0G 2L0**

November 16, 2017

Township of Wellington North  
Box 125,  
Kenilworth, Ontario  
N0G 2E0

Re: Lucas Subdivision

We at Reeves Construction Limited are hereby requesting a deferral of the watermain looping to Albert Street for our Lucas Subdivision for Phase II, until the end of June, 2018.

Thank you.

Yours truly,

REEVES CONSTRUCTION LIMITED

*for Patricia Stutz*  
DOUGLAS R. B. REEVES

Frank Vanderloo

---

**From:** Barry Trood <btrood@wellington-north.com>  
**Sent:** Thursday, November 16, 2017 2:27 PM  
**To:** Reeves; fvanderloo@bmross.net; Travis Burnside; greesyde57@gmail.com  
**Subject:** RE: Lucas Subdivision

Thank you for your letter Doug. The Township Water Dept has no issues with this date for looping of the watermain. Please ensure this is completed in June.

Regards,



## Barry Trood

*Superintendent, Water & Wastewater Services  
 Township of Wellington North*

Arthur 519.848.5327 Mt Forest 519.323.2900  
 FAX 519.848.5291  
 btrood@wellington-north.com

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

[www.wellington-north.com](http://www.wellington-north.com)



**From:** Reeves [mailto:rclimited@hotmail.com]  
**Sent:** Thursday, November 16, 2017 10:40 AM  
**To:** Barry Trood; fvanderloo@bmross.net; Travis Burnside; greesyde57@gmail.com  
**Subject:** Lucas Subdivision

Good morning.  
 Please see the attached.  
 Thank you.

**Christine Elliott**  
 Office Clerk  
 Reeves Construction Limited  
 372 Main St. North  
 Mount Forest, ON  
 N0G 2L0  
 Phone: (519) 323-1241  
 Fax: (519) 323-3023

Frank Vanderloo

---

**From:** Derrick Cunningham <drcunningham@uniongas.com>  
**Sent:** Wednesday, December 6, 2017 5:14 PM  
**To:** Frank Vanderloo  
**Cc:** Travis Burnside  
**Subject:** Project # 07-17-309 MAIN CARS# 462509 Lucas Subdivision Ph 1

Hi Frank,

I'm following up from our phone conversation earlier today. In earlier discussions with Doug from Reeves there appears to be no need for natural gas to be used for construction heat. Union Gas would be looking at having AECOM install the gas main for services in the spring of 2018. Our construction season usually begins early within the month of April however the start-up date is dependent on weather.

Thanks

*Derrick Cunningham*

New Business Project Coordinator

Union Gas Limited | An Enbridge Company

TEL: 519-376-6970 EXT. 5336002 | Cell: 519-270-0305 | [drcunningham@uniongas.com](mailto:drcunningham@uniongas.com)

1602 23<sup>rd</sup> St East, Owen Sound, Ont. N4K 6H6



**uniongas**

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**LUCAS SUBDIVISION, PHASE 1, DEFICIENCY LIST**

December 11, 2017

General

1. Clean concrete/debris off of ladder rungs
2. Clean debris from structures
3. Bolt down DICB grates
4. Complete grading and landscaping of SWMP and rear yard swales, boulevards, etc

Storm

1. CB3 - Parge 150mm subdrain
2. TICB3- Parge 150mm subdrains
3. STMMH4 – Parge gaps from top of concrete to underside of mod-u-loc and top of mod-u-loc to underside of frame
4. TICB4 - Parge south 150mm subdrain
5. CBMH5 – Install ladder rungs
6. CBMH5 – Parge east pipe
7. STMMH2 – Parge gaps from top of concrete to underside of mod-u-loc
8. STMMH1 – Parge gaps from top of concrete to underside of mod-u-loc and top of mod-u-loc to underside of frame
9. STMMH1 – Parge pipes
10. STMMH1 – Install 75mm Orifice on south inlet
11. STMMH1 – Install 125mm Orifice on west inlet
12. STMMH7 – Install flapgate on south inlet
13. STMMH7 – Parge gaps from top of concrete to underside of mod-u-loc
14. Outlet pipe from CDS Unit - Place rodent grate
15. Outlet pipe from STMMH7 - Place rodent grate
16. DICB7 - Parge north pipe
17. Complete 200mm subdrain around bottom of SWMP
18. Repair fence at 280 Forest Glen Crescent
19. Place STMMH6
20. Connecting STMMH6 to existing CB
21. Reinstall wooden fence on the easterly storm easement at 440 King Street

Sanitary

1. SANMH6 - Parge gaps from top of concrete to underside of mod-u-loc and top of mod-u-loc to underside of frame
2. SANMH4 - Parge gaps from top of concrete to underside of mod-u-loc and top of mod-u-loc to underside of frame
3. SANMH3 - Parge gaps from top of concrete to underside of mod-u-loc
4. SANMH3 – Parge north benching

Road

1. Repair broken back of curb at two locations in front of Lot 17

Name: \_\_\_\_\_



David Burnside, Senior Project Technologist



December 13, 2017

**BY EMAIL ONLY**

Mr. Mike Givens, CAO  
Township of Wellington North  
7490 Sideroad 7 W.,  
P.O. Box 125  
Kenilworth, ON N0G 2E0

Tel: 519- 848-3620 ext. 62  
Fax: 519-848-1119  
Email: [mgivens@wellington-north.com](mailto:mgivens@wellington-north.com)

**Subject: Lucas Subdivision – Phase  
Certification of Stage 1 and 2 Works  
Township of Wellington North**  
*O/Ref.: 01803*

Dear Mr. Givens:

The purpose of this letter is to certify that the Lucas Subdivision Phase 1 works outlined in Section 4.1 of the Subdivision Agreement as Stage 1 and 2 works have been completed in general conformance with the Issued for Construction Drawings and the approved specifications with the exception of the remaining works outlines in the deficiency list. Phase 1 includes the works associated with the Stormwater Management Pond and both rear yard drainage systems within the development.

The street name signs, stop signs and road not assumed signs have been installed.

The works described in Section 4.1 of the Subdivision Agreement as Stage 3 will be completed by the respective utilities as service hook ups are requested. The conduits for these services have been installed except for Union Gas who will install their own piping.

If you have any questions regarding the above, please contact the undersigned at 519-506-5959, extension 101.

Yours truly,

A handwritten signature in black ink, appearing to read "Travis Burnside".

Travis Burnside, P.Eng.  
Director

Encl.

cc: Mr. Doug Reeves, Reeves Construction  
Mr. Frank Vanderloo, BM Ross and Associates Ltd.

H:\Reeves\01803 Lucas Subdivision - Reeves\Construction\Substantial Performance\Phase 1\2017-12-12 le Givens re Phase 1 Stage 1-2 Certification 01803.docx

It's  
YOUR  
Community  
... MAKE THE CALL!



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

# THE INFORMANT



WINTER 2017-18

**YOUR TIP** could be the missing piece of the puzzle!



## IN THE NEWS

### BOARD MEMBERS

Crime Stoppers Guelph Wellington (CSGW) is currently looking for citizens from Guelph and Wellington County to join our volunteer Board of Directors. CSGW relies on fundraising, along with corporate and public donations to pay rewards to anonymous Tipsters and to promote awareness for our program. Visit [www.csgw.tips](http://www.csgw.tips) to apply.

**WELCOME** to our newest members to join the Board—Mamun Morshed and Sophie Cranley.

**CONGRATULATIONS** to Peter Canning who moves into the Board Chair position and to Deryck West who will take on the role of Vice-Chair. Both positions are for a 2 year term beginning January 1st, 2018.

### PROGRAM STATISTICS

*Stats since 1988 through November 2017 for Guelph and Wellington County*

|                          |              |
|--------------------------|--------------|
| Arrests .....            | 1,536        |
| Charges Laid .....       | 4,247        |
| Narcotics Seized .....   | \$27,306,987 |
| Property Recovered ..... | \$10,180,546 |
| Authorized Rewards ..... | \$164,770    |



### CSGW WINS AWARDS



Sarah Bowers-Peter, accepted on behalf of the CSGW program, three awards won at the 38th annual **Crime Stoppers International** Conference held in October. In the Under 300,000 Population Category, our program was selected for:

- 1) **Best Special Report or Feature**
- 2) **Best website**
- 3) **Online Excellence**

Pictured above with Sarah is Dave Forster, President of the Canadian Crime Stoppers Association.





# FUNDRAISING AND AWARENESS

## CRIME STOPPERS MONTH

**JANUARY** is Crime Stoppers month! Watch and listen through your media outlets for information about our program throughout the month. We will also be holding Flag Raising events in our communities. Stay tuned to social media and our website, [www.csgw.tips](http://www.csgw.tips) for more information.

## UPCOMING EVENTS



Join us on **Saturday January 20th** at **Young's Home Hardware**, 525 Main Street North in Mount Forest for the third annual **BUCKET SALE EVENT!** From 8am until 6pm, CSGW representatives will greet you and offer you a HH bucket to buy for \$5. The proceeds from the bucket sales will be given to the CSGW program. Not only that, HH will give you 20% off your purchase for any items that will fit inside the bucket (some exclusions may apply).



On **Saturday February 17th**, CSGW will be holding its 2nd annual **TRIVIA NIGHT** at **Grand River Raceway** in Elora. We will once again hold a silent auction and there will also be an *all-you-can-eat Potato Bar* included in the price of your ticket. To purchase tickets, go to [grandriverraceway.com/triviaevents](http://grandriverraceway.com/triviaevents).

## PAST EVENTS

Thank you to everyone who played a part in the success of our annual **COMMUNITY SHREDDING EVENTS**.



We had a wonderful turnout at our 7th annual event in **Guelph** on September 23rd. **We raised \$2,277.00!**

On October 28th, we had our third event in **Mount Forest** and **raised \$1,842.00**—doubling last year.

Mark your calendar for next year — September in Guelph and October in Mount Forest.

## COMMUNITY SUPPORTERS

### 2017 Community Donor (\$100-\$499)

- \* Centre Wellington Hydro
- \* Fusion-Thetics Inc.
- \* Kinsmen Club of Fergus & District
- \* L R W Parts Warehousing Ltd.
- \* Vintex Inc.

### 2017 Slate Sponsor (\$500-\$999)

- \* Centre Wellington Contractors Association
- \* County of Wellington
- \* Fleming Fast Freight Inc.
- \* Mount Forest Lions Club
- \* RLB LLP Chartered Accountants
- \* Royal CDN Legion, Fergus Branch
- \* Royal CDN Legion, Guelph Branch

### 2017 Bronze Sponsor (\$1,000-\$4,999)

- \* Scotiabank, Mount Forest

### 2017 In-Kind Donors

- \* Brown Insurance Brokers
- \* County of Wellington
- \* Filebank
- \* McNain Communications
- \* Ontario Provincial Police
- \* Piller's Fine Foods
- \* Quantum Slice Corporation
- \* Wellington County OPP



**TOWN OF ERIN**

5684 Trafalgar Rd.  
Hillsburgh, Ontario N0B 1Z0  
[www.erin.ca](http://www.erin.ca)

**Office of the Mayor**

Tel: (519) 855-4407, Ext.232  
Fax: (519) 855-4821

E-mail: [Allan.Alls@erin.ca](mailto:Allan.Alls@erin.ca)

RECEIVED

DEC 14 2017

TWP. OF WELLINGTON NORTH

Hon Chris Ballard, MPP  
Ministry of the Environment and Climate Change  
11<sup>th</sup> Floor, Ferguson Block  
77 Wellesley Street West  
Toronto, Ontario  
M7A 2T5

December 5, 2017

RE: Town of Erin – Limited Funding towards Conservation Authorities

Dear Minister Ballard:

As a small tier municipality— the Town of Erin is currently on the forefront of witnessing the inequity of funding resources and ongoing pressures from the tax base to continue supporting the Conservation Authorities. As it currently stands, the Conservation Authorities are mainly funded through local municipalities and their tax base. However, the Town of Erin believes that the Province of Ontario must continue to contribute to these efforts, in order to sustain the same level of service that Conservation Authorities currently uphold.

It is undeniable that the work that organizations such as Credit Valley Conservation Authority and Grand Valley Conservation Authority do is monumental in maintaining and protecting the Province's watershed; providing high quality programming for current residents and future generations. Whilst the Town of Erin appreciates the work currently being done, municipalities are being required to disproportionately provide funding to Conservation Authorities that is beyond our direct control. Despite having representation on the Boards of these agencies, they operate under provincial statute, therefore, municipalities are challenged to maintain affordable levels of taxation.

Despite the best efforts of local governments to innovate and find creative solutions to deliver key public services— doing more with less has become increasingly challenging. Therefore, I believe that the Province of Ontario should opt to provide direct funding to Conservation Authorities without placing the financial burden upon the local taxpayer. Although the Town of Erin believes there is a benefit to the local population in regards to Conservation Authorities work, the benefit is far greater for the province as a whole.

In regards to this issue, I would like to formally request that the Province of Ontario provides considerable funding to Conservation Authorities such as the Credit Valley and Grand River Conservation on behalf of small tier municipalities such as the Town of Erin.

Thank you for taking the time to address the following correspondence, and I look forward to your continued support on the following matter.

Sincerely,

Allan Alls, Mayor  
Town of Erin

CC: Municipalities of the Credit River Conservation Authority;  
Municipalities of the Grand Valley Conservation Authority



**TO: MAYOR AND MEMBERS OF COUNCIL**  
**MEETING OF JANUARY 8, 2018**

**FROM: MICHAEL GIVENS, CAO/  
DALE CLARK, ROADS SUPERINTENDENT**

**SUBJECT: REPORT CAO 2018-001 - RURAL SCHOOL ZONES**

### **RECOMMENDATION**

**THAT** Report CAO 2018-001 being a report on rural school zones in the Township of Wellington North be received for information;

**AND FURTHER THAT** Council of the Township of Wellington North direct staff to proceed with the below signage installations at the below rural school locations –

- Sideroad 3E and Concession 4N
  - 
  -
- Sideroad 5W and Concession 11
  - 
  -
- Concession 6N
  - 
  -
- Line 12
  - 
  -
- Sideroad 6W
  - 
  -
- Sideroad 2E
  - 
  -

- Sideroad 7W
  -

**AND FURTHER THAT** Council of the Township of Wellington North direct staff to implement the below speed limits at the below rural school locations-

- Sideroad 3E and Concession 4N
  - 
  -
- Sideroad 5W and Concession 11
  - 
  -
- Concession 6N
  - 
  -
- Line 12
  - 
  -
- Sideroad 6W
  - 
  -
- Sideroad 2E
  - 
  -
- Sideroad 7W
  -

#### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

PW 2017-023 Concession 4 at Sideroad 3 - Pedestrian/Cyclist Safety

PW 2015-077 Being a Report On Community Safety Zones (CSZ)

PW 2015-053 Being a Report On Speed Limit Signs in Kenilworth along Sideroad 7E and Sideroad 7W

#### **BACKGROUND**

At an August meeting of Council the below direction was given to staff.

*“Direction was provided to staff to assess the relative traffic safety in all school zones in Wellington North and report back to Council.”*

The focus of this report is the Rural Schools in the Township.

Public works staff has reviewed the eight (8) rural school areas. Staff compiled the below information at each of the sites-

1. Existing signage in the area of the school
2. Road surface type fronting the school
3. Speed limit on the road in front of the school

Please note that one of the identified rural schools within Wellington North's borders is located on County Road 16. Wellington County is the road authority associated with this school and any changes in relation to signage or speed limit would need to be requested of and implement by the County.

Outside of the Speed Spy Device recordings that were previously undertaken as part of Report PW 2017-023, staff did not proceed with additional data collection in relation to the other rural school zones. It is not believed that traffic counts would be of significant value to Council in decision making. Summarized below is the information that was previously gathered in regards to traffic speeds and volume on Concession 4N.

The OPP placed their *Speed Spy Device* on CR4 for a 72 hour period. The following table summarizes their observations:

| Statistic                         | Speed  |
|-----------------------------------|--------|
| Average Speed                     | 64km/h |
| 50 <sup>th</sup> percentile speed | 64km/h |
| 80 <sup>th</sup> percentile speed | 80km/h |
| Number of Vehicles Observed       | 60     |

These observations indicate vehicles are generally operated well within the current speed limit on CR4 and suggest there is no current motorist behaviour that needs to be addressed. The foregoing data is imperical information and in no way is intended to invalidate concerns regarding perceived risks to children who use this roadway. In addition to this information, the OPP advised there has only been one collision at this intersection in the last 5 yrs. It involved a single vehicle and was attributed to a motorist not taking into account the weather conditions.

## **LEGISLATURE REVIEW**

In addition to the review of the specific rural school locations, staff reviewed legislature that could impact the Highway Traffic Act (HTA) and school zones in the future.

The pending Bill 90 would give municipalities more options around designating school zones and possibly prescribing lower speeds while requiring specific signage.

Bill 65 more directly relates to use of automated speed enforcement and red light cameras.

Private Member's Bill- Bill 90 An Act to amend the Highway Traffic Act in respect of school safety zones. Received first reading only.

- Currently, municipalities **may** designate portions of roads that adjoin school exits or entrances as school zones and **may** prescribe lower rates of speed.
- The proposed Bill would re-enact subsection 128(5) of the HTA,
  - Requiring that all roads adjoining schools are school safety zones.
  - The school safety zone will continue a certain distance in either direction.
  - School safety zones will be required to have signage and roadway markings at every entrance to the school safety zone and at intersections and crosswalks.
  - The signs will include flashing lights and may include signs that detect and display the speed of approaching vehicles.
  - Municipalities will continue to have the power to prescribe a lower rate of speed.
- This Bill has only received 1<sup>st</sup> reading, it is not law and there are number of steps still required including consultation with the school boards before the bill **may** be made law.

Safer School Zones Act (Bill65) received Royal Assent on May 30, 2017. The Act amends the Highway Traffic Act giving municipalities **the ability to set speed limits** within their borders and permits the use of automated speed enforcement (photo radar) and red light cameras.

- Removes restriction that cameras can only be used in areas permitted by regulation
- Permits municipalities to use cameras in school zones and community safety zones with speed limits designated at less than 80 km/hr
- Permits municipalities to lower speed limits in built up areas to less than 50 km/hr
- Streamlines municipal government participation in Ontario's Red Light Camera program without the need for lengthy regulatory approval

Regulations have **not been developed yet.**

### FINANCIAL CONSIDERATIONS

Implementation of any new signage would have current and future maintenance costs associated with it. Signage costs will vary depending on the number and size of the signs.

Proceeding with speed reductions on Township roads will also have signage requirements and staff time associated with implementation.

### STRATEGIC PLAN

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

Yes

No

N/A

Which pillars does this report support?

- Community Growth Plan
- Human Resource Plan
- Brand and Identity
- Strategic Partnerships

- Community Service Review
- Corporate Communication Plan
- Positive Healthy Work Environment

Council has previously endorsed the "Township staff continue to address resident concerns about speed and traffic safety on a case-by-case basis, and in conjunction with the local Ontario Provincial Police Office."

This repor continues that practice and addresses Council's previous direction to staff.

|                     |                        |
|---------------------|------------------------|
| <b>PREPARED BY:</b> | <b>RECOMMENDED BY:</b> |
|---------------------|------------------------|

*Michael Givens*

*Michael Givens, CAO*

|                                                                                                        |                                                                       |
|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <p><b>MICHAEL GIVENS</b><br/> <b>CAO</b></p> <p><b>DALE CLARK</b><br/> <b>ROADS SUPERINTENDENT</b></p> | <p><b>MICHAEL GIVENS</b><br/> <b>CHIEF ADMINISTRATIVE OFFICER</b></p> |
|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|



**Legend**

- Municipal Offices
- OPP Stations
- Hospitals
- Fire Stations
- Information Centres
- Schools
- Post Offices
- County Garages
- Parcels
- Roads**
  - Local Road
  - County Road
  - Highway
- Railways
- Trails
- Waterbodies
- Watercourses
- Parks
- Urban Centres and Hamlets
- Municipalities
- Ontario - Urban Centres
- Ontario - Roads**
  - Ontario Highway
  - Major Road
  - Local Road
- Ontario - Waterbodies

0.5 0 0.26 0.5 Kilometers

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**Notes**





1: 8,350

Legend

- Municipal Offices
- OPP Stations
- Hospitals
- Fire Stations
- Information Centres
- Schools
- Post Offices
- Arenas
- Community Centres
- Curling Rinks
- Libraries
- Museums
- Park Parking Lots
- County Garages
- Parcels
- Roads**
  - Local Road
  - County Road
  - Highway
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- Trails
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- Watercourses
- Parks
- Urban Centres and Hamlets
- Municipalities

0.4 0 0.21 0.4 Kilometers



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Notes



Legend

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  - Highway
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- Waterbodies
- Watercourses
- Parks
- Urban Centres and Hamlets
- Municipalities

1: 12,122

0.6 0 0.31 0.6 Kilometers



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Notes



Legend

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  - Local Road
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- Parks
- Urban Centres and Hamlets
- Municipalities
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- Ontario - Roads**
  - Ontario Highway
  - Major Road
  - Local Road
- Ontario - Waterbodies

0.2 0 0.11 0.2 Kilometers



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Notes



Explore Wellington

Map of Wellington County



1: 8,306



0.4 0 0.21 0.4 Kilometers

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| Legend |                           |
|--------|---------------------------|
|        | Municipal Offices         |
|        | OPP Stations              |
|        | Hospitals                 |
|        | Fire Stations             |
|        | Information Centres       |
|        | Schools                   |
|        | Post Offices              |
|        | County Garages            |
|        | Parcels                   |
|        | Local Road                |
|        | County Road               |
|        | Highway                   |
|        | Railways                  |
|        | Trails                    |
|        | Waterbodies               |
|        | Watercourses              |
|        | Parks                     |
|        | Urban Centres and Hamlets |
|        | Municipalities            |
|        | Ontario - Urban Centres   |
|        | Ontario - Roads           |
|        | Ontario Highway           |
|        | Major Road                |
|        | Local Road                |
|        | Ontario - Waterbodies     |

Notes

G/O - D6 C3 D



Explore Wellington

Map of Wellington County



1: 8,857



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Legend

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Notes

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209-03765



**Legend**

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1: 7,913



**TO: MAYOR AND MEMBERS OF COUNCIL**  
**MEETING OF JANUARY 8, 2018**

**FROM: MICHAEL GIVENS**  
**CAO**

**SUBJECT: REPORT 2018-002 STRATEGIC PLAN 2018 PRIORITIES**

### **RECOMMENDATION**

**THAT** Report CAO 2018-002 being a report on the Strategic Plan 2018 Priorities be received for information.

**AND FURTHER THAT** Council of the Township of Wellington North endorse the 2018 Strategic Priorities Projects as primary Council and staff focal point items for 2018.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

- December 18, 2017 Report CAO 2017-027 Strategic Plan Status Update
- June 6, 2016 Report CAO 2016-014 Strategic Plan Status Update
- January 11, 2016-Report CAO 2016-003/CLK 2016-001 Strategic Plan-Committee Structure Alignment
- December 21, 2015-CAO 2015-034 Being An Update On The Township Strategic Plan
- July 13, 2015-CAO 2015-18 Report to Council-Strategic Planning-Council Approval
- May 11, 2015-CAO 2015-12 Report to Council-Strategic Planning

## BACKGROUND

On December 18, 2017 Council and members of senior staff met and reviewed the Township of Wellington North Strategic Plan 2015-2018. Additionally, an interactive session was undertaken to establish some strategic priorities for both Council and staff to focus attention and effort towards achieving in the remaining term of Council.

Attached as Appendix A is a list of 11 priorities that were identified at the session. These items were in addition to the 11 initial projects that were reviewed at the session and agreed to as priorities that must proceed either based on legislative requirements or prior commitment of staff/council time.

As a follow-up to the meeting a preliminary listing of Strategic Priorities has been consolidated as Appendix B to this report. Some of the projects that had been merged at the meeting have been broken out to allow for easier tracking. Assuming Council support for the 25 identified projects senior staff will move forward with a more comprehensive review of the projects; identifying the required action items, establishing milestone dates and staff responsibility/ownership for each of the priority projects.

As an initial step I have reviewed each of the priority projects and attempted to address at a very high level the current status and the action items required. Additionally, I have assigned Council Champions to each of the projects. These are based on my own assumptions and can be amended as required.

Once the table is completed with senior staff the 2018 Strategic Priorities listing will be shared with all Township staff and posted on the Township website. Additional updates will be provided at future Council meetings to help track progress on the projects.

It should be noted that a number of the projects are longer term initiatives that will not be completed in a 12 month period but still will require staff and Council focus during the remaining 12 month term.

## FINANCIAL CONSIDERATIONS

Each of the identified projects will have varied financial impacts and are given consideration as part of annual operating and capital budgeting.

## STRATEGIC PLAN

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

Yes

No

N/A



Which pillars does this report support?

- |                                                            |                                                                       |
|------------------------------------------------------------|-----------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Community Growth Plan  | <input checked="" type="checkbox"/> Community Service Review          |
| <input checked="" type="checkbox"/> Human Resource Plan    | <input checked="" type="checkbox"/> Corporate Communication Plan      |
| <input checked="" type="checkbox"/> Brand and Identity     | <input checked="" type="checkbox"/> Positive Healthy Work Environment |
| <input checked="" type="checkbox"/> Strategic Partnerships |                                                                       |

The Township's Strategic Plan 2015-2018 provided broad goals and initiatives. The intent of this report is to drill down to specific projects that staff and Council can focus their time and attention on during the remaining term of Council. Although many of the projects are longer term in nature, they have been identified as priorities and will receive staff and Council focus during 2018.

**PREPARED BY:**

**RECOMMENDED BY:**

*Mike Givens*

*Mike Givens*

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

## 2018 Strategic Priority Session

### A listing of priorities from the groups...

|                                                                                                                |
|----------------------------------------------------------------------------------------------------------------|
| <b>Priorities in ALL groups</b>                                                                                |
| 1. Growth Servicing Plan (#14)                                                                                 |
| 2. Lynes Blacksmith Shop (#16)                                                                                 |
| 3. MF Pool & Splashpad (#19/#20)                                                                               |
| <b>Priorities listed in 2 groups</b>                                                                           |
| 4. Fire Service Paging (#38)                                                                                   |
| 5. WNP Shareholder Role (#15)                                                                                  |
| 6. Asset Management Plan & Long-term Capital Plan (#12/#13)... <i>noted 30 years too long for capital plan</i> |
| 7. Arthur Seniors Hall (#32)                                                                                   |
| <b>OUTLIERS</b>                                                                                                |
| 8. Renew Wellington North (#31)                                                                                |
| 9. Enhance Partnerships (#33)                                                                                  |
| 10. Shared Services Relationships (#34)                                                                        |
| <b>EXTREME OUTLIER</b>                                                                                         |
| 11. All other community initiated projects not already listed above                                            |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|    | PRIORITY PROJECT                                                                                                                                                                                                                                                        | COUNCIL CHAMPION(S)                                                                                                           | THIRD PARTY SUPPORT                                                                                                                               | STATUS                                                                                                                                                            | ACTION ITEMS                                                                                                                                                                                   |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <b>Community Growth Plan and Items Identified in the Growth Plan</b> <ul style="list-style-type: none"> <li>• Development phasing plan</li> <li>• Servicing allocation policy</li> <li>• Zoning by-law amendments</li> <li>• Re-designation of certain lands</li> </ul> | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• GSP Group</li> <li>• Curtis Planning</li> <li>• County Planning</li> <li>• Steering Committee</li> </ul> | <ul style="list-style-type: none"> <li>• Public engagement complete</li> <li>• Draft summary and recommendations completed and reviewed with Committee</li> </ul> | <ul style="list-style-type: none"> <li>• Public Meeting</li> <li>• Finalize plan</li> <li>• Council endorsement</li> <li>• Implement Plan action items</li> </ul>                              |
| 2. | <b>Recreation Master Plan</b>                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>• McCabe</li> <li>• Burke</li> </ul>                                                   | <ul style="list-style-type: none"> <li>• Monteith Brown</li> </ul>                                                                                | <ul style="list-style-type: none"> <li>• Public engagement complete</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• Steering Committee meeting date for January</li> <li>• Finalize Plan</li> <li>• Council Endorsement</li> <li>• Implement Plan action items</li> </ul> |
| 3. | <b>Arthur Waste Water Treatment Plant-Design and Construction</b>                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>• Lennox</li> </ul>                                                                    | <ul style="list-style-type: none"> <li>• OCWA</li> <li>• CIMA</li> </ul>                                                                          | <ul style="list-style-type: none"> <li>• Pre-design 50% complete</li> </ul>                                                                                       | <ul style="list-style-type: none"> <li>• Investigate funding options/opportunities</li> <li>• Finalize design</li> </ul>                                                                       |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|    | PRIORITY PROJECT                              | COUNCIL CHAMPION(S)                                                                                                           | THIRD PARTY SUPPORT                                                                                            | STATUS                                                                                                                                                        | ACTION ITEMS                                                                                                                                                                                            |
|----|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                               |                                                                                                                               |                                                                                                                |                                                                                                                                                               | <ul style="list-style-type: none"> <li>• MOECC approvals</li> <li>• Tender/construction</li> </ul>                                                                                                      |
| 4. | 2018 Budget – <b>legislated requirement</b>   | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• N/A</li> </ul>                                                        | <ul style="list-style-type: none"> <li>• Operating submissions compiled</li> </ul>                                                                            | <ul style="list-style-type: none"> <li>• Council Review</li> <li>• Public Open House</li> <li>• Council Approval</li> </ul>                                                                             |
| 5. | Organizational Review                         | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• Ward &amp; Uptigrove</li> </ul>                                       | <ul style="list-style-type: none"> <li>• Report and recommendations have been received and endorsed by Council</li> <li>• Implementation continues</li> </ul> | <ul style="list-style-type: none"> <li>• Job description updates</li> <li>• Filling staff vacancies</li> <li>• Training new team members</li> <li>• Updated org. chart</li> </ul>                       |
| 6. | 2018 Election – <b>legislated requirement</b> | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• Dominion Voting Systems</li> <li>• Datafix</li> <li>• MPAC</li> </ul> | <ul style="list-style-type: none"> <li>• Voting Method approved</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• Establish/publish Election schedule</li> <li>• Applicable staff training</li> <li>• Develop Councillor Training Program</li> <li>• Facility Booking</li> </ul> |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|     | PRIORITY PROJECT                                                                                                                                                | COUNCIL CHAMPION(S)                                                                                                           | THIRD PARTY SUPPORT                                                          | STATUS                                                                                                                                                                                           | ACTION ITEMS                                                                                                                                           |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.  | Fees & Charges By-Law                                                                                                                                           | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• N/A</li> </ul>                      | <ul style="list-style-type: none"> <li>• Notice of new fees and charges provided at Dec. 12, 2017 Council meeting</li> </ul>                                                                     | <ul style="list-style-type: none"> <li>• Council approval of the By-Law</li> </ul>                                                                     |
| 8.  | Development Charges By-Law- <b>legislated requirement</b> <ul style="list-style-type: none"> <li>• DC's need to align with the Community Growth Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• To be determined via RFP</li> </ul> | <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                                                              | <ul style="list-style-type: none"> <li>• Update d.c. study</li> <li>• Update by-law and associated schedules</li> </ul>                                |
| 9.  | On Going Training-Staff and Council <b>some training are legislated requirements</b>                                                                            | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• As needed</li> </ul>                | <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                                                              | <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                    |
| 10. | School Zones-Rural and Urban e.g. Sideroad 3/Concession 4N                                                                                                      | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• N/A</li> </ul>                      | <ul style="list-style-type: none"> <li>• Roads Superintendent has reviewed signage at each rural school</li> <li>• Research completed by Dir. Legislated Services Bill 90 and Bill 65</li> </ul> | <ul style="list-style-type: none"> <li>• Finalize report to council</li> <li>• Implement Council direction related to signage, speed limits</li> </ul> |
| 11. | Recreation Software Upgrade                                                                                                                                     | <ul style="list-style-type: none"> <li>• McCabe</li> <li>• Hern</li> </ul>                                                    | <ul style="list-style-type: none"> <li>• Frey Communic</li> </ul>            | <ul style="list-style-type: none"> <li>• Current CLASS software no longer</li> </ul>                                                                                                             | <ul style="list-style-type: none"> <li>• Investigate alternatives</li> </ul>                                                                           |

**TOWNSHIP OF WELLINGTON NORTH  
2018 STRATEGIC PRIORITIES**

|     | PRIORITY PROJECT                                                                                               | COUNCIL CHAMPION(S)                                                                                                           | THIRD PARTY SUPPORT                                                                               | STATUS                                                                                           | ACTION ITEMS                                                                                                                                               |
|-----|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                                                                | <ul style="list-style-type: none"> <li>• Yake</li> <li>• Lennox</li> </ul>                                                    | ations                                                                                            | supported                                                                                        | <ul style="list-style-type: none"> <li>• Budget</li> <li>• Implementation</li> <li>• Transfer of data</li> <li>• Staff training</li> </ul>                 |
| 12. | Asset Management Plan                                                                                          | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• Public Sector Digest</li> <li>• Twp engineers</li> </ul> | •                                                                                                | <ul style="list-style-type: none"> <li>• Current plan is already dated (2013), needs updating and constant attention to be effective</li> <li>•</li> </ul> |
| 13. | Long Term Capital Plan (30 year)                                                                               | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• Public Sector Digest</li> <li>• Twp Engineers</li> </ul> | •                                                                                                | <ul style="list-style-type: none"> <li>• Consider current and future replacements and additions</li> </ul>                                                 |
| 14. | Growth Servicing Master Plan-water, wastewater, stormwater, transportation (roads, sidewalks, trails, cycling) | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Burke</li> <li>• Hern</li> <li>• McCabe</li> <li>• Yake</li> </ul> | <ul style="list-style-type: none"> <li>• Twp Engineers</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Awaiting completion of Community Growth Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Develop plans to address future servicing needs</li> </ul>                                                        |
| 15. | Wellington North Power Shareholder Role                                                                        | <ul style="list-style-type: none"> <li>• Lennox</li> <li>• Yake</li> </ul>                                                    | <ul style="list-style-type: none"> <li>• Wellington North Power-Board of Directors</li> </ul>     | •                                                                                                | <ul style="list-style-type: none"> <li>• Establish a Holding Company</li> </ul>                                                                            |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|     | PRIORITY PROJECT                                            | COUNCIL CHAMPION(S)                                                    | THIRD PARTY SUPPORT                                                         | STATUS                                                                                                                                                                  | ACTION ITEMS                                                                                                    |
|-----|-------------------------------------------------------------|------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 16. | Lynes Blacksmith Shop                                       | <ul style="list-style-type: none"> <li>Yake</li> </ul>                 | <ul style="list-style-type: none"> <li>Blacksmith Shop Committee</li> </ul> | <ul style="list-style-type: none"> <li>Township solicitor proceeding with property transfer</li> <li>Staff/Council considering potential public risk factors</li> </ul> | <ul style="list-style-type: none"> <li>Address well, structures, possible underground storage tanks</li> </ul>  |
| 17. | Mount Forest Pool                                           | <ul style="list-style-type: none"> <li>Burke</li> </ul>                | <ul style="list-style-type: none"> <li>MF Lions</li> </ul>                  | <ul style="list-style-type: none"> <li>Location options</li> </ul>                                                                                                      | <ul style="list-style-type: none"> <li>Determine rehab existing or new build</li> <li>fundraising</li> </ul>    |
| 18. | Mount Forest Splashpad                                      | <ul style="list-style-type: none"> <li>Burke</li> </ul>                | <ul style="list-style-type: none"> <li>MF Lions</li> </ul>                  | <ul style="list-style-type: none"> <li>Preliminary discussions with members of the Lions</li> <li>Location options under consideration</li> </ul>                       | <ul style="list-style-type: none"> <li>fundraising</li> </ul>                                                   |
| 19. | Arthur Lions Partnership-BMX/Skateboard Park                | <ul style="list-style-type: none"> <li>Hern</li> <li>McCabe</li> </ul> | <ul style="list-style-type: none"> <li>AV Lions</li> </ul>                  | <ul style="list-style-type: none"> <li>Project and partnership endorsed by Council</li> </ul>                                                                           | <ul style="list-style-type: none"> <li>Determine location</li> </ul>                                            |
| 20. | Mount Forest Lions Partnership-Park Refurbishments, Signage | <ul style="list-style-type: none"> <li>Burke</li> <li>Yake</li> </ul>  | <ul style="list-style-type: none"> <li>MF Lions</li> </ul>                  | <ul style="list-style-type: none"> <li>Equipment installed at MF Pool Park &amp; Bill Moody Park</li> </ul>                                                             | <ul style="list-style-type: none"> <li>Signage installation</li> <li>50/50 cost share reconciliation</li> </ul> |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|     | PRIORITY PROJECT                                                          | COUNCIL CHAMPION(S)                                      | THIRD PARTY SUPPORT                                                        | STATUS                                                                          | ACTION ITEMS                                                                                   |
|-----|---------------------------------------------------------------------------|----------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| 21. | Renew Northern Wellington                                                 | <ul style="list-style-type: none"> <li>N/A</li> </ul>    | <ul style="list-style-type: none"> <li>Renew Board</li> </ul>              | <ul style="list-style-type: none"> <li>Independent Board established</li> </ul> | <ul style="list-style-type: none"> <li>Continue to share information on the program</li> </ul> |
| 22. | Arthur Seniors Hall                                                       | <ul style="list-style-type: none"> <li>Lennox</li> </ul> | <ul style="list-style-type: none"> <li>Arthur Seniors Committee</li> </ul> | <ul style="list-style-type: none"> <li></li> </ul>                              | <ul style="list-style-type: none"> <li>Finalize options for consideration</li> </ul>           |
| 23. | Enhance Partnership Relationships-County, Provincially, Federally         | <ul style="list-style-type: none"> <li>Lennox</li> </ul> | <ul style="list-style-type: none"> <li>N/A</li> </ul>                      | <ul style="list-style-type: none"> <li></li> </ul>                              | <ul style="list-style-type: none"> <li></li> </ul>                                             |
| 24. | Consideration of Shared Service Relationships with Municipal Counterparts | <ul style="list-style-type: none"> <li>Lennox</li> </ul> | <ul style="list-style-type: none"> <li>Twp engineers</li> </ul>            | <ul style="list-style-type: none"> <li></li> </ul>                              | <ul style="list-style-type: none"> <li></li> </ul>                                             |



**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|     | PRIORITY PROJECT    | COUNCIL CHAMPION(S)                                        | THIRD PARTY SUPPORT                                                                                                                    | STATUS                                                                                  | ACTION ITEMS                                                                                               |
|-----|---------------------|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| 25. | Fire Service Paging | <ul style="list-style-type: none"> <li>• Lennox</li> </ul> | <ul style="list-style-type: none"> <li>• County CEMC</li> <li>• City of Guelph</li> <li>• MRC</li> <li>• KVA Communications</li> </ul> | <ul style="list-style-type: none"> <li>• Initial meeting set-January 3, 2017</li> </ul> | <ul style="list-style-type: none"> <li>• Ensure redundancy, fail saves in current paging system</li> </ul> |

**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |   |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|---|--|
| <p><b>Development, Planning-</b></p> <ul style="list-style-type: none"><li>• Preston Park- Arthur</li><li>• Eastridge Phase 3/4 - Arthur</li><li>• Lucas Subdivision (Reeves) - Mount Forest</li><li>• Cork St &amp; Hwy 89 (Trentwith)-Mount Forest</li><li>• Francis Street (Watt)-Arthur</li><li>• Strathcona-Saugeen Valley – Mount Forest</li><li>• Avila-Murphy Lands - Mount Forest</li><li>• Maple Ridge Estates (Coffey)- Kenilworth</li><li>• Marlanna Homes-Mount Forest</li><li>• Betty Dee (Cork Street)- Mount Forest</li><li>• Durham St. (Wilson)- Mount Forest</li><li>• Charleston Homes – Mount Forest</li><li>• Canadian Tire- Mount Forest</li><li>• London Rd (Bye)– Mount Forest</li><li>• Gas Bar- Mount Forest</li><li>• Dommville St (Coffey)–Arthur</li><li>• Wellington St E (P. Reeves)- Mount Forest</li><li>• South Saugeen (J. Padfield)– Mount Forest</li><li>• Maple Hill Estate (Ayshire/Oxford)- Mount Forest</li><li>• Seawaves Gordon St- Arthur</li><li>• Running with the Bulls</li><li>• Perth Street</li></ul> |  |  |  |  | • |  |
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**TOWNSHIP OF WELLINGTON NORTH**  
**2018 STRATEGIC PRIORITIES**

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

[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620

1.866.848.3620 FAX 519.848.3228

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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JANUARY 8, 2018**

**FROM: KARREN WALLACE, DIRECTOR OF LEGISLATIVE  
SERVICES/CLERK**

**SUBJECT: REPORT CLK 2018-001 BEING A REPORT ON CONSENT  
APPLICATION B162-17 (KEEPING) KNOWN AS PART LOT 13,  
CONCESSION 4, FORMERLY WEST LUTHER, NOW THE  
TOWNSHIP OF WELLINGTON NORTH**

#### **RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive CLK Report 2018-001 being a report on Consent Application B162-17 as Part Lot 13, Concession 4, formerly West Luther, now the Township of Wellington North;

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B162/17 as presented with the following conditions:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** a Parkland dedication fee be paid (\$1,000 in 2018)
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** the severed parcel be rezoned to prohibit residential development

- **THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed and retained parcel;

**AND FURTHER THAT** Council authorizes the 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 REPORTS PERTINENT TO THIS MATTER**

**BACKGROUND**

The subject property is known as Part Lot 13, Concession 4, formerly West Luther, now the Township of Wellington North.

Consent B162/17 is for a severance of 19.2 hectares with a 322.9 metre frontage existing and proposed agricultural use. The retained parcel is 1 hectare with a 107.8 metre frontage, existing and proposed rural residential use with existing house and shed as shown on Schedule “B”.

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Roads Superintendent, Drainage Superintendent, Treasurer, and the County of Wellington Planner.

Wellington County planning comments are attached hereto as Schedule “A” and they are generally supportive of the consent.

**FINANCIAL CONSIDERATIONS**

There are no financial impacts as a result of this report.

**STRATEGIC PLAN**

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

- Yes                       No                      X N/A

|                     |                        |
|---------------------|------------------------|
| <b>PREPARED BY:</b> | <b>RECOMMENDED BY:</b> |
|---------------------|------------------------|

*Karren Wallace, Clerk*

*Michael Givens, CAO*

|                                                                   |                                                        |
|-------------------------------------------------------------------|--------------------------------------------------------|
| <b>KARREN WALLACE<br/>DIRECTOR LEGISLATIVE<br/>SERVICES/CLERK</b> | <b>MICHAEL GIVENS<br/>CHIEF ADMINISTRATIVE OFFICER</b> |
|-------------------------------------------------------------------|--------------------------------------------------------|



SCHEDULE A TO REPORT CLK 2018-001

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>Application</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | B162/17                                                   |
| <b>Location</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Part Lot 13, Concession 4<br>TOWNSHIP OF WELLINGTON NORTH |
| <b>Applicant/Owner</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Janet Keeping                                             |
| <p><b>PLANNING OPINION:</b> This application would sever a 19.2 ha (47.4 ac) agricultural parcel in the Prime Agricultural area. A 1.0 ha (2.47 ac) rural residential parcel with an existing home and accessory buildings is retained. This application is being submitted under the surplus farm dwelling policies.</p> <p>This application is consistent with Provincial policy and conforms to the Official Plan, provided the following matters are addressed as conditions of approval:</p> <ul style="list-style-type: none"> <li>a) That the severed agricultural parcel be rezoned to prohibit residential development to the satisfaction of the local municipality and the County of Wellington Planning and Development Department; and,</li> <li>b) That safe driveway access can be maintained to the satisfaction of the applicable road authority.</li> </ul> |                                                           |

**PLACES TO GROW:** The Growth Plan for the Greater Golden Horseshoe, 2017 was prepared and approved under the Places to Grow Act, 2005 and came into effect on July 1, 2017. The Natural Heritage System mapping is currently in draft format and not final. A small portion of the proposed severed parcel contains wetlands. No development is proposed in this area.

**PROVINCIAL POLICY STATEMENT (PPS):** The creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.2 (c). According to this policy, lot creation in prime agricultural areas may be permitted for a residence surplus to a farming operation as a result of farm consolidation provided that there is a restriction against new residential dwellings on any vacant farm parcel created. Farm consolidation is defined as the acquisition of additional farm parcels to be operated as one farm operation.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURAL, and CORE GREENLANDS. Natural features include wetlands. Section 10.3.4 allows consideration for severance of 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.

With respect to the above criteria, we are satisfied that this application conforms to criteria a) thru 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 the applicant's other farm holdings which demonstrates that this application would constitute a farm consolidation.

The matters under Section 10.1.3 were also considered.

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

**LOCAL ZONING BY-LAW:** The proposed severed and retained lots are zoned Agricultural (A). A zoning amendment will be required to restrict the construction of a residence on the severed lands.

**SITE VISIT INFORMATION:** The subject property has not been visited to date.

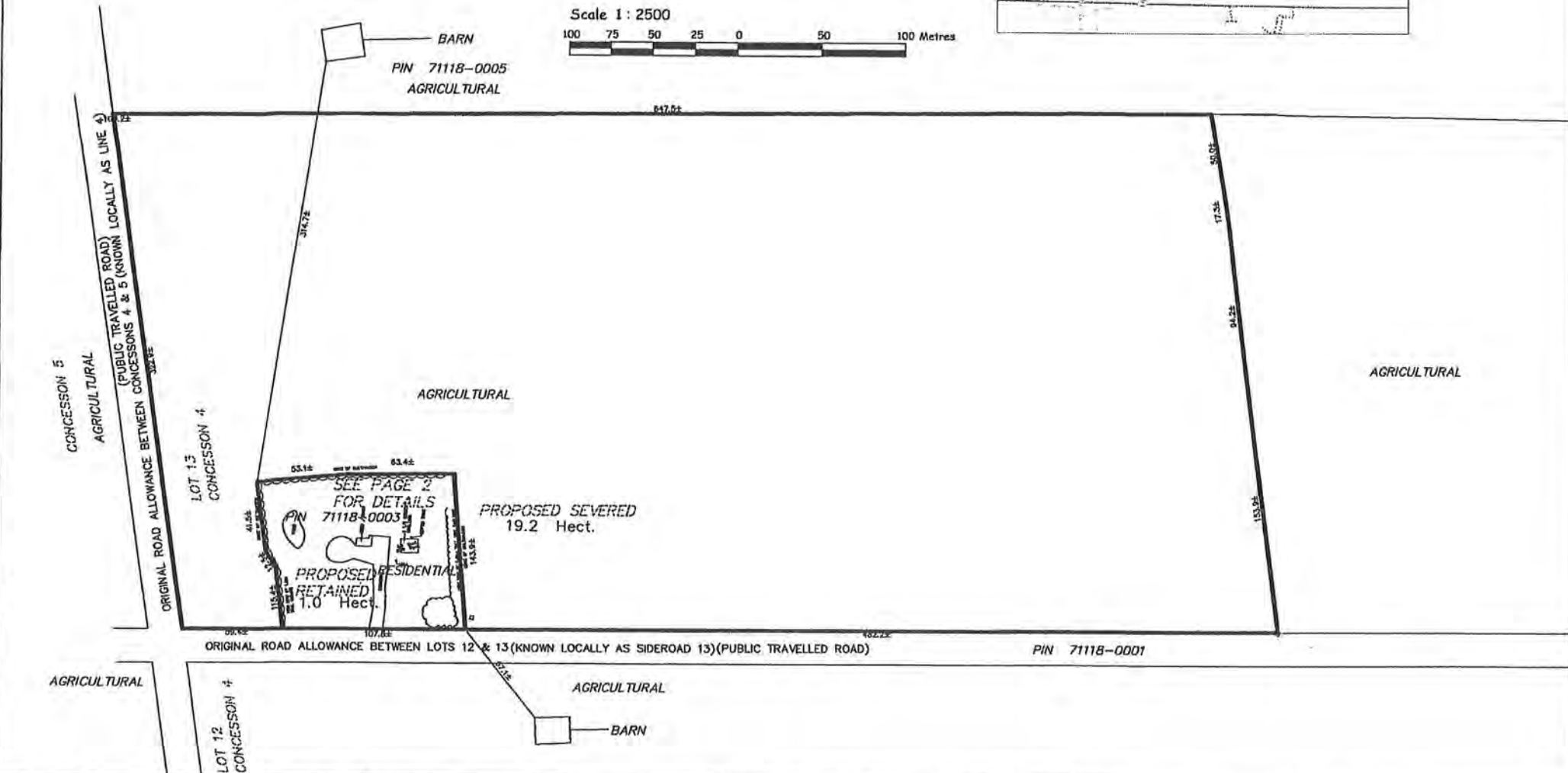
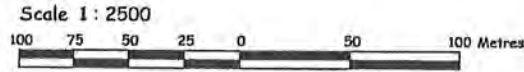
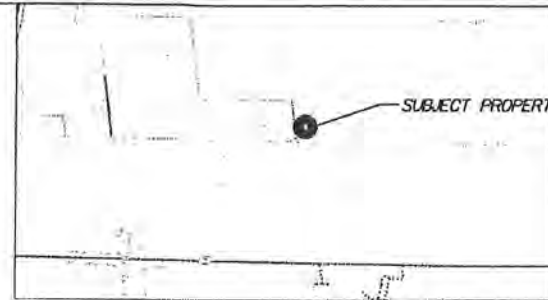


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Curtis Marshall, MCIP, RPP  
Senior Planner  
December 18, 2017

SEVERANCE SKETCH OF  
**PART OF LOT 13, CONCESSION 4**  
(GEOGRAPHIC TOWNSHIP OF WEST LUTHER)  
TOWNSHIP OF WELLINGTON NORTH  
COUNTY OF WELLINGTON  
WILSON-FORD

**SCHEDULE B**



**CAUTION:** THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR ANY PURPOSE EXCEPT THAT SHOWN IN THE TITLE BLOCK.

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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 JANET KEEPING AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.

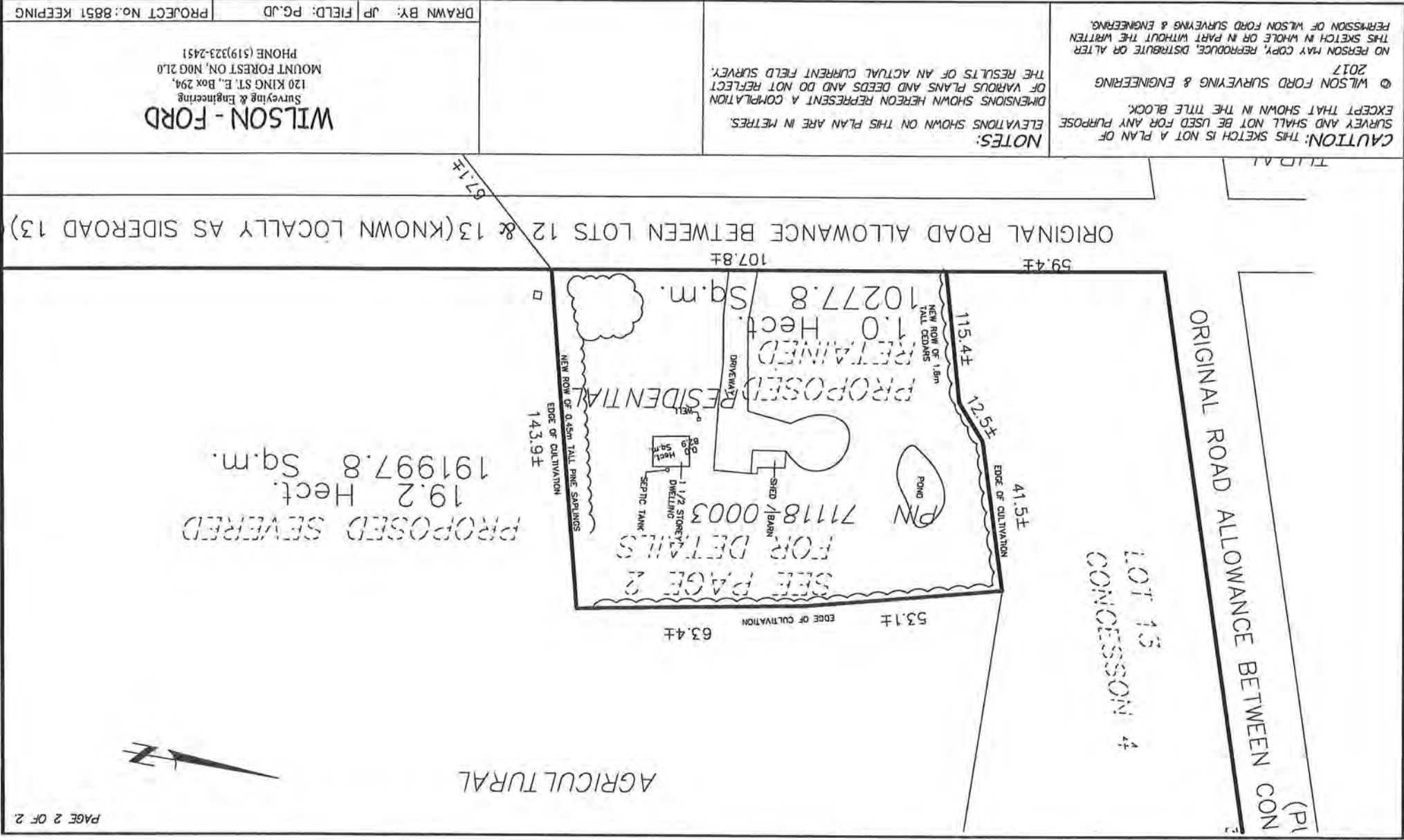
24 NOVEMBER, 2017

GREG FORD, P.Eng(CIVIL)  
ONTARIO LAND SURVEYOR

**WILSON - FORD**  
Surveying & Engineering  
120 KING ST. E., Box 294,  
MOUNT FOREST ON, NOG 2L0  
PHONE (519)323-2451

DRAWN BY: JP    FIELD: PG.JD    PROJECT No.: 8851 KEEPING





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**WILSON - FORD**  
Surveying & Engineering  
120 KING ST. E., Box 294,  
MOUNT FOREST ON, N0G 2L0  
PHONE (519)323-2451

DRAWN BY: JP FIELD: PG.JD  
PROJECT No.: 8851 KEEPING



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

[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620  
1.866.848.3620 FAX 519.848.3228

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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JANUARY 8, 2018**

**FROM: KARREN WALLACE, DIRECTOR OF LEGISLATIVE  
SERVICES/CLERK**

**SUBJECT: REPORT CLK 2018-002 BEING A REPORT ON CONSENT  
APPLICATION B170-17 (KLINGENMAIER) KNOWN AS PART LOT  
20, CONCESSION 10, FORMERLY ARTHUR TOWNSHIP, NOW  
THE TOWNSHIP OF WELLINGTON NORTH**

#### **RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive CLK Report 2018-002 being a report on Consent Application B170-17 as Part Lot 20, Concession 10, formerly Arthur Township, now the Township of Wellington North;

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B170/17 as presented with the following conditions:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** zoning relief be obtained to address the oversized accessory building on the retained parcel;
- **THAT** the barn a steel grain bins on the severed parcel be demolished and the site left in a level and graded condition to the satisfaction of the Township
- **THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed and retained parcel;

**AND FURTHER THAT** Council authorizes the 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 REPORTS PERTINENT TO THIS MATTER**

**BACKGROUND**

The subject property is known as Part Lot 20, Concession 10 formerly Arthur Township, now the Township of Wellington North.

Consent B170/17 is for a lot line adjustment of 40.5 hectares with a 185 metre frontage agricultural land to be added to abutting agricultural parcel owned by Rita and Jorg Klingenmaier. The retained parcel is .09 hectares with a 62 metre frontage, existing and proposed rural residential use with existing house and shed as shown on Schedule "B".

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Roads Superintendent, Drainage Superintendent, Treasurer, and the County of Wellington Planner.

Wellington County planning comments are attached hereto as Schedule "A" and they are generally supportive of the consent.

**FINANCIAL CONSIDERATIONS**

There are no financial impacts as a result of this report.

**STRATEGIC PLAN**

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

Yes

No

N/A

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE  
DIRECTOR LEGISLATIVE  
SERVICES/CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



**SCHEDULE A TO REPORT CLK 2018-002**

|                        |                                                            |
|------------------------|------------------------------------------------------------|
| <b>Application</b>     | B170/17                                                    |
| <b>Location</b>        | Part Lot 20, Concession 10<br>TOWNSHIP OF WELLINGTON NORTH |
| <b>Applicant/Owner</b> | Rita Kligenmaier                                           |

**PLANNING OPINION:** The purpose of this lot line adjustment application is to sever a 40.5 ha (100 acres) agricultural parcel containing an existing barn and merge it with an abutting agricultural parcel. The retained parcel is 0.9 ha (2.2 acres) and used for crop production.

This application is consistent with Provincial Policy and generally conforms to the Official Plan, provided that the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land;
- b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;
- c) That MDS 1 compliance is met for the severed lot to the satisfaction of the County of Wellington Planning and Development Department; and,
- d) That zoning compliance for the retained parcel be achieved to the satisfaction of the Local Municipality.

**PLACES TO GROW:** The Growth Plan for the Greater Golden Horseshoe, 2017 was prepared and approved under the Places to Grow Act, 2005 and came into effect on July 1, 2017. The Natural Heritage System mapping is currently in draft format and not final. The subject property contains provincially significant wetlands and significant woodlands. The proposed lot line adjustment does not further fragment the features as no new lot line is proposed within the features.

**PROVINCIAL POLICY STATEMENT (PPS):** Under section 2.3.4.2 lot line adjustments are permitted in prime agricultural areas for legal or technical reasons.

There is an existing barn located on the proposed severed parcel directly adjacent to the retained residential lot which does not meet MDS 1 requirements. The applicant has indicated that the barn is to be removed. A condition is being recommended that MDS 1 compliance be achieved.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS. Natural features include provincially significant wetlands, wetlands, and significant woodlands.

According to section 10.3.5 Lot line adjustments may be permitted for legal or technical reasons, such as easements, correction of deeds, quit claims, and minor boundary adjustments in the Prime Agricultural Area. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur where:

- Two abutting farms are merged and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- More viable agricultural operations will result;
- An undersized lot is made useable given the requirement for appropriate sewer and water systems.

Lot line adjustments are deemed not to create new lots for the purpose of this plan.

The matters under Section 10.1.3 were also considered.

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

**LOCAL ZONING BY-LAW:** The proposed severed and retained lots are zoned Agricultural (A). The lands to be retained will also require zoning relief, as the existing shed (288.0 m<sup>2</sup> or 3100.0 ft<sup>2</sup>) is larger than the accessory structure provisions allow for.

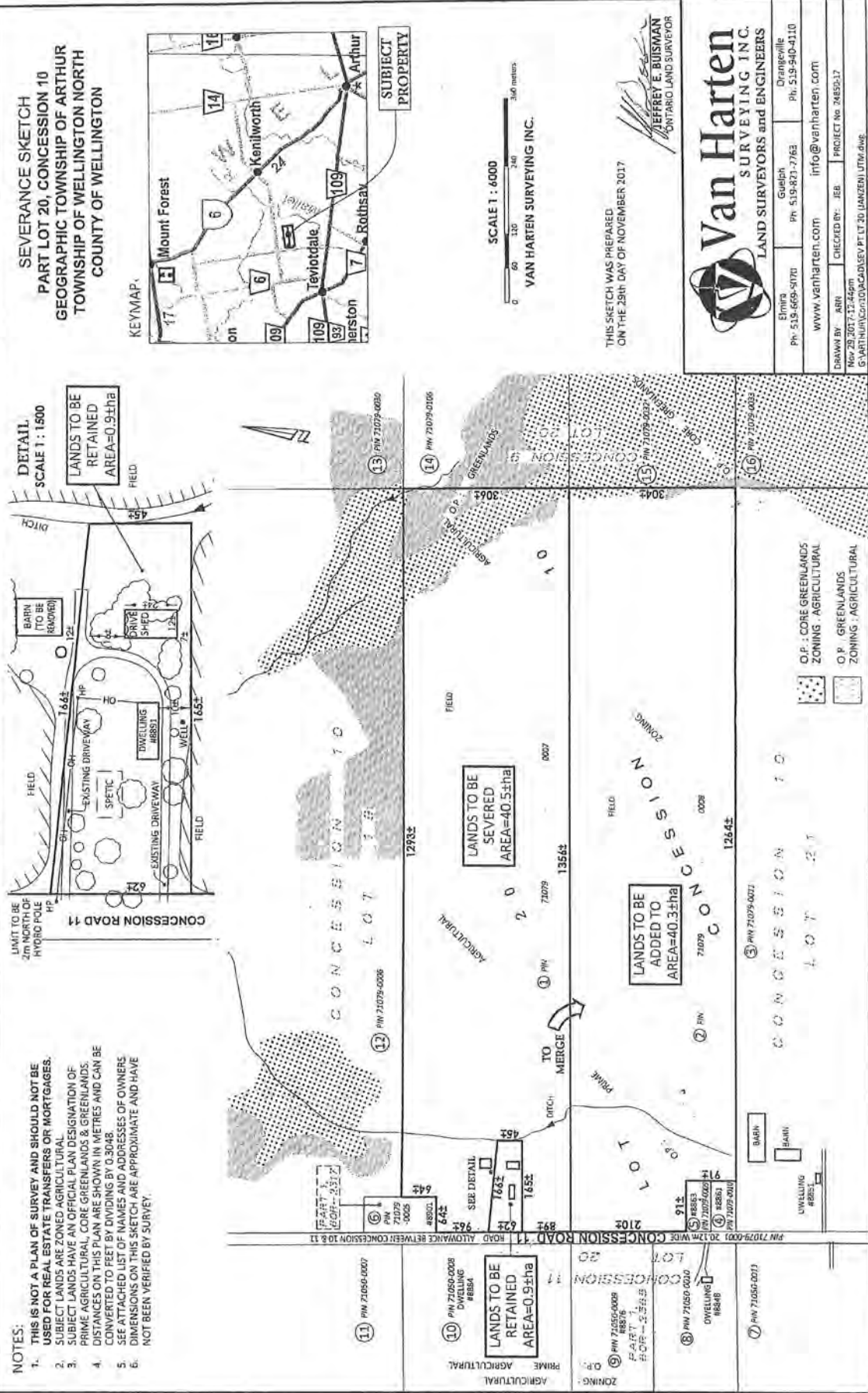
**SITE VISIT INFORMATION:** The subject property has not been visited to date.



---

Curtis Marshall, MCIP, RPP  
Senior Planner  
December 18, 2017

SCHEDULE B TO REPORT CLK 2018-002





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

[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620  
1.866.848.3620 FAX 519.848.3228

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JANUARY 8, 2018**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2018-003 REPORT TO CONSIDER A PETITION FOR  
MUNICIPAL DRAIN (CULP)**

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive Report CLK 2018-003 being a report regarding a petition for drainage works under the Drainage Act on Lot 9, Concession 9 (formerly West Luther);

**AND FURTHER THAT** Council approves the request for a municipal drain;

**AND FURTHER THAT** Council appoints K. Smart & Associates Limited as the engineer and directs them to prepare report pursuant to the *Drainage Act*.

OR

**THAT** Council of the Township of Wellington North receive Report CLK 2018-003 being a report regarding a petition for drainage works under the Drainage Act on Lot 9, Concession 9 (formerly West Luther);

**AND FURTHER THAT** Council not approve the request for a municipal drain.

**AND FURTHER THAT** Council directs the Clerk to notify the petitioners of Council's decision, pursuant to the *Drainage Act*.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

N/A

**BACKGROUND**

On December 18, 2017 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on Lot 9, Concession 9, attached as Schedule "A".

The work required is to enclose approximately 400 metres of an existing drain. The soils in the area are described as clay/organic.

Under the Act, where a petition has been filed, the council shall consider the petition and shall, within thirty days after the filing of the petition, notify the petitioners as follows:

- if Council decides not to proceed with the drainage works, send notice of its decision to each petitioner; or
- if Council does decide to proceed with the drainage works, send notice of the petition and of its decision to each petitioner, the clerk of each local municipality that may be affected, and the conservation authority that has jurisdiction over any lands in the area or, if no such conservation authority exists, the Minister of Natural Resources.

If Council chooses not to proceed with the petition, they do not have to provide a reason but the petitioner has a right of appeal to the Tribunal. .

The Township Drainage Superintendent believes the petition is satisfactory; however that determination is a duty of the Engineer/Surveyor appointed by the municipality.

The Drainage Superintendent recommends that Council appoint an Engineer further to Section 5 of the Drainage Act., after which the Engineer will then convene a site meeting as part of their duties under Section 9 of the Act to determine petition validity, nature and extent of work requested, drain name or number etc.

**FINANCIAL CONSIDERATIONS**

There are no financial implications as a result of this report. The cost of the engineer's report will be borne by the petitioners. Should the engineer's report indicate an apportionment to the municipality, there would be financial implications.



**STRATEGIC PLAN**

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

Yes

No

N/A

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE  
DIRECTOR LEGISLATIVE  
SERVICES/CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Township of Wellington North

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

**Purpose of the Petition** (To be completed by one of the petitioners. Please type/print)

|                                           |                             |                                                          |
|-------------------------------------------|-----------------------------|----------------------------------------------------------|
| Contact Person (Last Name)<br><u>Culp</u> | (First Name)<br><u>Paul</u> | Telephone Number<br><u>519-323-7443 ext. 519323 7443</u> |
| Address                                   |                             |                                                          |
| Road/Street Number                        | Road/Street Name            |                                                          |

## Location of Project

|                 |                        |                                                     |                                                           |
|-----------------|------------------------|-----------------------------------------------------|-----------------------------------------------------------|
| Lot<br><u>9</u> | Concession<br><u>9</u> | Municipality<br><u>Township of Wellington North</u> | Former Municipality (if applicable)<br><u>West Luther</u> |
|-----------------|------------------------|-----------------------------------------------------|-----------------------------------------------------------|

What work do you require? (Check all appropriate boxes)

- Construction of new open channel  
 Construction of new tile drain  
 Deepening or widening of existing watercourse (not currently a municipal drain)  
 Enclosure of existing watercourse (not currently a municipal drain)  
 Other (provide description ▼)

Name of watercourse (if known)

West Luther Drain #4

Estimated length of project

400 meters

General description of soils in the area

400 meters Clay - Organic

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only       Surface water drainage only       Both

Petition filed this 18 day of Dec, 2017

Name of Clerk (Last, first name)

WALLACE, Karen

Signature

Karen Wallace

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

|                             |                                |
|-----------------------------|--------------------------------|
| Number                      | Property Description           |
|                             | Part of South Half Lot 9 Con 9 |
| Ward or Geographic Township | Parcel Roll Number             |
| West Lather                 | 15162                          |

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

|             |  |           |
|-------------|--|-----------|
| Culp Brad   |  | Dec 10/17 |
| Culp Paul   |  | Dec 10/17 |
| Culp Alyssa |  | Dec 10/17 |

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print) Signature

Name of Corporation

Position Title

I have the authority to bind the Corporation.

Date (yyyy/mm/dd)

|                             |                      |
|-----------------------------|----------------------|
| Number                      | Property Description |
|                             |                      |
| Ward or Geographic Township | Parcel Roll Number   |
|                             |                      |

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

|             |  |           |
|-------------|--|-----------|
| Culp Brad   |  | Dec 10/17 |
| Culp Paul   |  | Dec 10/17 |
| Culp Alyssa |  | Dec 10/17 |

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print) Signature

Name of Corporation

Position Title

I have the authority to bind the Corporation.

Date (yyyy/mm/dd)

Name of Signing Officer: ~~Deer-Run Farms INC.~~ Culp Paul  
 Signature:   
 Name of Corporation: Deer-Run Farms Inc.  
 Position Title: ~~President~~ Vice Pres.  
 Date: 2017 12 10

Check here if additional sheets are attached

Clerk initial

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D.17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.

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

**BY-LAW NUMBER 001-18**

**BEING A BY-LAW TO AUTHORIZE TEMPORARY BORROWING  
FROM TIME TO TIME TO MEET CURRENT EXPENDITURES  
DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018.**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 407.

**WHEREAS** the Municipal Act, 2001, S.O. 2001 Chapter 25, Section 407, provides authority for a council by by-law to authorize the head of council and the treasurer to borrow from time to time, by way of promissory note or banker's acceptance, such sums as the council considers necessary to meet, until taxes are collected and other revenues received, the current expenditures of the corporation for the year; and

**WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Municipal board, is limited by Section 407 of the Municipal Act, 2001.

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

1. The Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2018 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in subsection 407(1) of the Municipal Act, 2001.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by resolution of council.
3. The total amount which may be borrowed at any one time under this by-law, together with the total of any similar borrowings that have not been

repaid, shall not exceed from January 1 to September 30 of the current year, 50 percent of the total and from October 1 to December 31 of the current year, 25 percent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year or \$1,000,000.00 whichever is less.

4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the Municipal Act, 2001 that have not been repaid.
  - a) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in section 3 of this by-law shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year.
  - b) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimates revenues of the corporation as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.
5. All or any sums borrowed under this by-law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.

**By-law Number 001-18  
Page 3 of 3**

6. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
7. Promissory Notes or bankers acceptances made under section 1 shall be signed by the treasurer and the head of council or by such other person as is authorized by by-law to sign it.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF JANUARY, 2018.***

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 002-18**

**BEING A BY-LAW TO LEVY A SPECIAL LOCAL MUNICIPALITY  
LEVY ON THE RESIDENTIAL CLASS OF RATEABLE PROPERTY  
WITHIN THE TOWNSHIP FOR THE 2018 TAXATION YEAR**

**WHEREAS** s.326 of *The Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “Act”), provides that the Council of a local municipality may by by-law identify a special service, designate an area within the municipality to receive the special service and determine whether the costs of providing the special service is to be raised by levying a special local municipality levy on rateable property within the designated area;

**AND WHEREAS** ss. 326(5) of the Act provides that the Council of a local municipality may by by-law impose a special local municipality levy to contribute toward the cost of any service except for “health programs and services under Part II of the *Health Protection and Promotion Act*, R.S.O. 1990, c.H.7 as amended” and as prescribed by O.Reg. 585/06 (the “Excepted Services”);

**AND WHEREAS** The Mount Forest Louise Marshall Hospital Foundation (the “Foundation”) is a charitable non-share corporation whose purpose includes raising and providing funds for facilities, equipment and research opportunities at the Louise Marshall Hospital (the “Hospital”);

**AND WHEREAS** the Hospital is a non-share corporation accredited hospital that provides healthcare and related services to the ratepayers within the geographic area of the Township;

**AND WHEREAS** the healthcare and related services provided by the Hospital are not Excepted Services;

**AND WHEREAS** the Foundation has requested that the Corporation of the Township of Wellington North (the “Township”) enact such a by-law to provide a contribution toward the cost of special services namely healthcare and related services by the Hospital to the ratepayers within the geographic area of the Township;

**AND WHEREAS** Township Council, at its meeting of May 25, 2015, agreed to enact such a by-law and approved a contribution to the Foundation for such special services;

**AND WHEREAS** Township Council has determined that the special local municipality levy shall only apply to the Residential Property Class of rateable property;

**AND WHEREAS** the Township has determined it shall raise and contribute a total of \$250,000.00 in four equal installments on December 31 of each year over a four year period commencing in the 2015 taxation year;

**AND WHEREAS** s. 312(4) of the Act provides that the Council of a local municipality shall pass a special local municipal levy by-law each year;

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

1 Definitions: In this By-law

“Act” means the *The Municipal Act, 2001*, S.O. 2001, c. 25;

“Designated Area” means the geographic area of the Township;

“Foundation” means The Louise Marshall Hospital Foundation and includes any successor corporation or organization;

“Hospital” mean the Louise Marshal Hospital and includes any successor corporations or organizations;

“Property Class” means a class of real property prescribed under the *Assessment Act*, R.S.O. 1990 c.A.31, as amended;

“Residential Property Class” means the residential property class prescribed under the *Assessment Act*, R.S.O. 1990 c.A.31, as amended;

“Special Services” means health care and related services provided by the Hospital within the Designated Area, a contribution toward the costs of which are to be provided by the Township to the Foundation through the Special Services Levy. Special Services do not include health programs and services under Part II of the *Health Protection and Promotion Act*, E.S.O. 1990 c. H. 7 as prescribed by O. Reg. 585/06 pursuant to s. 326 of the Act;



“Special Services Levy” means the special local municipality levy to be imposed under this By-law against all rateable properties in the Resident Property Class in the Designated Area to cover the costs of providing and administering the Special Services;

“Tax or taxes” means any sum payable for the purposes of the Special Services Levy;

“Township” means the Corporation of the Township of Wellington North;

“Township Treasurer” means the Treasurer of the Township;

2. The Designated Area is hereby designated as an area to receive Special Services.
3. The Township shall pay to the Foundation a contribution toward the costs of the Hospital providing the Special Services and shall recover such contribution through the Special Services Levy, all in accordance with the process set out in this By-law.
4. The Special Services Levy shall be \$62,500.00 for the 2018 taxation year. The Special Services Levy shall take the form of a levy imposed equally against the whole of the assessment for rateable real property within the Residential Property Class within the Designated Area.
5. The Township Treasurer shall determine the dates on which the installment payments are due for the Special Services Levy for the rateable properties within the Designated Area.
6. A penalty of 1.25% shall be added on all taxes of the Special Services Levy which are in default on the first day of default, and thereafter a penalty of 1.25% per month will be added on the first day of each and every month the default continues.
7. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.
8. If a Court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.

9. The Township Treasurer may mail, or cause the same to be mailed, a written or printed notice specifying the amount of taxes payable to the residence of the persons indicated on the last revised assessment roll.
10. All such taxes are payable at the Township of North Wellington Municipal Office, 7490 Sideroad 7 West, Kenilworth, Ontario.

This by-law shall come into force and effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF JANUARY, 2018.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 002-18**

**BEING A BY-LAW TO LEVY A SPECIAL LOCAL MUNICIPALITY  
LEVY ON THE RESIDENTIAL CLASS OF RATEABLE PROPERTY  
WITHIN THE TOWNSHIP FOR THE 2018 TAXATION YEAR**

**WHEREAS** s.326 of *The Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “Act”), provides that the Council of a local municipality may by by-law identify a special service, designate an area within the municipality to receive the special service and determine whether the costs of providing the special service is to be raised by levying a special local municipality levy on rateable property within the designated area;

**AND WHEREAS** ss. 326(5) of the Act provides that the Council of a local municipality may by by-law impose a special local municipality levy to contribute toward the cost of any service except for “health programs and services under Part II of the *Health Protection and Promotion Act*, R.S.O. 1990, c.H.7 as amended” and as prescribed by O.Reg. 585/06 (the “Excepted Services”);

**AND WHEREAS** The Mount Forest Louise Marshall Hospital Foundation (the “Foundation”) is a charitable non-share corporation whose purpose includes raising and providing funds for facilities, equipment and research opportunities at the Louise Marshall Hospital (the “Hospital”);

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**AND WHEREAS** the healthcare and related services provided by the Hospital are not Excepted Services;

**AND WHEREAS** the Foundation has requested that the Corporation of the Township of Wellington North (the “Township”) enact such a by-law to provide a contribution toward the cost of special services namely healthcare and related services by the Hospital to the ratepayers within the geographic area of the Township;

**AND WHEREAS** Township Council, at its meeting of May 25, 2015, agreed to enact such a by-law and approved a contribution to the Foundation for such special services;

**AND WHEREAS** Township Council has determined that the special local municipality levy shall only apply to the Residential Property Class of rateable property;

**AND WHEREAS** the Township has determined it shall raise and contribute a total of \$250,000.00 in four equal installments on December 31 of each year over a four year period commencing in the 2015 taxation year;

**AND WHEREAS** s. 312(4) of the Act provides that the Council of a local municipality shall pass a special local municipal levy by-law each year;

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

1 Definitions: In this By-law

“Act” means the *The Municipal Act, 2001*, S.O. 2001, c. 25;

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“Property Class” means a class of real property prescribed under the *Assessment Act*, R.S.O. 1990 c.A.31, as amended;

“Residential Property Class” means the residential property class prescribed under the *Assessment Act*, R.S.O. 1990 c.A.31, as amended;

“Special Services” means health care and related services provided by the Hospital within the Designated Area, a contribution toward the costs of which are to be provided by the Township to the Foundation through the Special Services Levy. Special Services do not include health programs and services under Part II of the *Health Protection and Promotion Act*, E.S.O. 1990 c. H. 7 as prescribed by O. Reg. 585/06 pursuant to s. 326 of the Act;

“Special Services Levy” means the special local municipality levy to be imposed under this By-law against all rateable properties in the Resident Property Class in the Designated Area to cover the costs of providing and administering the Special Services;

“Tax or taxes” means any sum payable for the purposes of the Special Services Levy;

“Township” means the Corporation of the Township of Wellington North;

“Township Treasurer” means the Treasurer of the Township;

2. The Designated Area is hereby designated as an area to receive Special Services.
3. The Township shall pay to the Foundation a contribution toward the costs of the Hospital providing the Special Services and shall recover such contribution through the Special Services Levy, all in accordance with the process set out in this By-law.
4. The Special Services Levy shall be \$62,500.00 for the 2018 taxation year. The Special Services Levy shall take the form of a levy imposed equally against the whole of the assessment for rateable real property within the Residential Property Class within the Designated Area.
5. The Township Treasurer shall determine the dates on which the installment payments are due for the Special Services Levy for the rateable properties within the Designated Area.
6. A penalty of 1.25% shall be added on all taxes of the Special Services Levy which are in default on the first day of default, and thereafter a penalty of 1.25% per month will be added on the first day of each and every month the default continues.
7. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.
8. If a Court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of this by-law and it is hereby declared that the remainder of this by-law shall be valid and shall remain in full force and effect.

9. The Township Treasurer may mail, or cause the same to be mailed, a written or printed notice specifying the amount of taxes payable to the residence of the persons indicated on the last revised assessment roll.
10. All such taxes are payable at the Township of North Wellington Municipal Office, 7490 Sideroad 7 West, Kenilworth, Ontario.

This by-law shall come into force and effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF JANUARY, 2018.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 003-18**

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY ON  
ALL ASSESSMENT WITHIN SPECIFIC TAX CLASSES AND TO  
PROVIDE A PENALTY AND INTEREST RATE FOR CURRENT  
TAXES IN DEFAULT AND TAX ARREARS**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, Chapter 25, as amended,  
Sections 317, 345, 346 and 347.

**WHEREAS** Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may, before the adoption of the estimates for the year pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes, including pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential assessments in the local municipality;

**AND WHEREAS** Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, provides that the amount levied on a property shall not exceed 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

**AND WHEREAS** Section 346 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council may require the payment of taxes to be made into the office of the Treasurer by any day or days to be named herein, in bulk or by installments;

**AND WHEREAS** Section 345 of the Municipal Act, 2001 S.O. 2001, c.25, as amended, provides that the Council of a local municipality may impose late payment charges for the non-payment of taxes or any installment by the due date, a percentage charge, not to exceed 1 1/4 per cent of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the first day of default the non-payment of taxes in the manner specified in the by-law but interest may not start to accrue before the first day of default. and on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which the taxes are levied;

**AND WHEREAS** Section 347 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of any municipality may authorize the Treasurer to accept part payment on account of taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under Subsection (3) in respect of non-payment of any taxes or any class of taxes or of any installment thereof;

**AND WHEREAS** Section 345 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may require that the Treasurer, add to the amount of all taxes due and unpaid, interest at such rate not exceeding 15 per cent per annum as the Council determines, from the 31<sup>st</sup> day of December in the year in which the taxes were levied until the taxes are paid;

**NOW THEREFORE** the Council of the Corporation of the Township of Wellington North (hereinafter called the Corporation) hereby enacts as follows:

1. **THAT** for the year 2018, 50 per cent of the total amount of taxes for the previous year shall be levied, raised and collected on all real property taxable within the pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential classes, and liable to pay the same according to the last revised assessment roll:
2. **THAT** the said interim tax levy shall be due and payable in two installments at the Township of Wellington North Municipal Office and most chartered banks and financial institutions as designated by the Municipality, on or before the following dates:

|     |                    |                   |
|-----|--------------------|-------------------|
| i.  | First Installment  | February 23, 2018 |
| ii. | Second Installment | April 27, 2018    |
3. **THAT** the Treasurer mail or cause same to be sent by first class mail to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, due dates and penalty and interest rates to be applied upon default.
4. **THAT** failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment does not affect the timing of default or the date from which penalty shall be imposed.



5. **THAT** penalty of 1.25 per cent will be added to current taxes with installment due dates which are in default, in accordance with Section 2 of this By-law, as of the 1<sup>st</sup> day of March 2018 and the 1<sup>st</sup> day of May 2018 respectively to each installment due date, and thereafter a further penalty of 1.25 per cent will be added on the 1<sup>st</sup> day of each month and every month the default continues until December 31<sup>st</sup>, 2018.
6. **THAT** interest of 1.25 per cent on the amount of any taxes due and unpaid after December 31, 2018, shall be charged on the 1<sup>st</sup> day of each calendar month thereafter in which the default continues.
7. **THAT** the Treasurer be authorized to accept partial payment for taxes, from time to time, as long as it does not affect the collection of taxes registered for tax collection.
8. **THAT** the Treasurer be required to apply all payments received to the outstanding penalty and/or interest on the taxes that have been in arrears for the greatest period of time.
9. **THAT** the taxes shall be payable at par at the Corporation of the Township of Wellington North Municipal Office, or by mail to the Municipal mailing address, or through the telephone banking systems of most chartered banks and financial institutions, or over the counter at most chartered banks and financial institutions.
10. **THAT** this by-law shall be deemed to come into force and effect on January 1, 2018 and shall apply to all tax classes.
11. **THAT** in the event that any provision or section of this by-law is found by a court of competent jurisdiction to be ultra vires the posers of the Council of the Corporation, only such provision or section, as the case may be, shall be inoperative and all other provisions and sections of this by-law shall remain in full force and effect.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
8TH DAY OF JANUARY, 2018.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 004-18**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (South Saugeen Developments Inc.)**

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

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

1. THAT Schedule 'A' Map 3 to By-law 66-01 is amended by changing the zoning on lands described as Part of Park Lots 10, s/s Princess Street, Part of Park Lots I, MacDonald's Survey, Part of Div 1 of Lot 2, WOSR, Geographic Town of Mount Forest, as shown on Schedule "A" attached to and forming part of this By-law from:  
**Future Development (FD) to Residential (R2)**
2. 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.
3. 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 AND THIRD TIME AND FINALLY PASSED  
THIS 8th DAY OF JANUARY, 2018.**

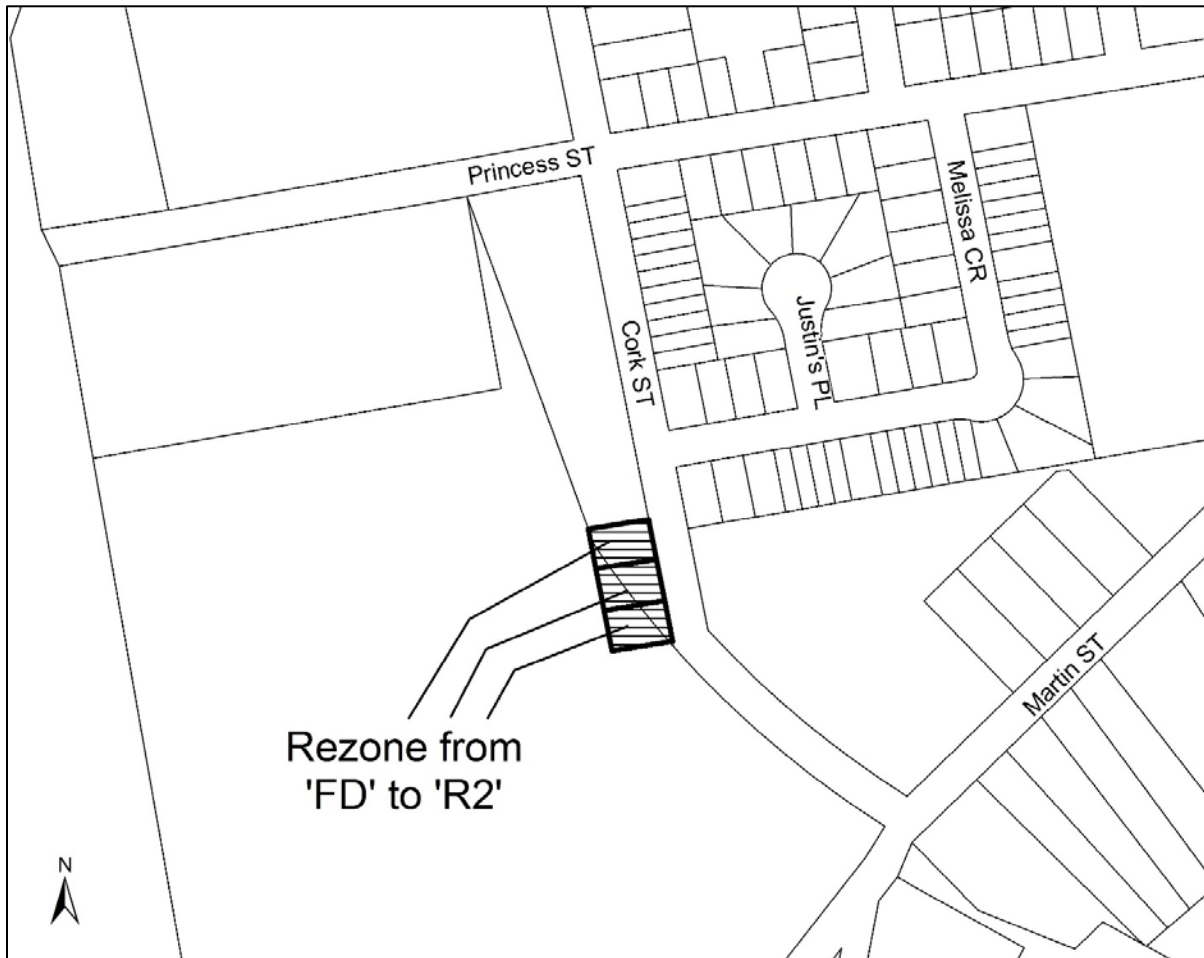
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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH**  
**BY-LAW NUMBER 004-18**  
**Schedule "A"**



**Passed this 8th day of January, 2018**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**

## **EXPLANATORY NOTE**

### **BY-LAW NUMBER 004-18**

#### **THE LOCATION OF THE SUBJECT LANDS**

The subject property is legally described as Part of Park Lots 10, s/s Princess Street, Part of Park Lots I, MacDonald's Survey, Part of Div 1 of Lot 2, WOSR, Geographic Town of Mount Forest. The property is approximately 0.23 hectares (0.58 acres) in size and is currently vacant.

**THE PURPOSE AND EFFECT** of this amendment is to rezone three proposed lots on Cork St. from Future Development (FD) to Residential (R2) to permit the construction of 3 semi-detached dwellings (6 units).

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 005-18

### BEING A BY-LAW TO ESTABLISH THE FEES AND CHARGES FOR VARIOUS SERVICES PROVIDED BY THE MUNICIPALITY

**WHEREAS** *Municipal Act*, 2001 (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons; and

**WHEREAS** *The Planning Act*, provides that a Council of a municipality may pass a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters.

**WHEREAS** the *Building Code Act*, provides that a Council of a municipality may pass a by-law to prescribe fees for the processing of applications for permits or for the issuance of permits.

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

1. **THAT** the fees and charges for various municipal services are established as shown in the Schedules attached hereto and forming part of this By-law:

|              |   |                       |
|--------------|---|-----------------------|
| Schedule "A" | - | Administration        |
| Schedule "B" | - | Building Department   |
| Schedule "C" | - | Cemeteries            |
| Schedule "D" | - | Fire/Rescue           |
| Schedule "E" | - | Licensing & Lotteries |
| Schedule "F" | - | Planning Department   |
| Schedule "G" | - | Roads                 |

2. **THAT** the effective date of the fees and charges is January 1, 2018.
3. **THAT** all fees and charges will be subject to applicable taxes [including but not limited to, Harmonized Sales Tax (H.S.T.).
4. **THAT** unpaid fees and charges imposed pursuant to this by-law are subject to an interest rate of one and one-half percent per month.
5. **THAT** all charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Wellington North owned by such person or persons and may be collected in the same manner as taxes, in accordance with the *Municipal Act, 2001*.
6. **THAT** this by-law shall be known as the "Fees and Charges By-law".
7. **THAT** this by-law shall come into force upon the date of its final passing and By-law Number 102-16 is hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF JANUARY, 2018.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18**

**SCHEDULE "A"  
ADMINISTRATION**

**Effective January 1, 2018**

| <b>DESCRIPTION</b>                                                         | <b>FEE</b>                                                                                                                 |
|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Marriage Licence                                                           | \$125.00                                                                                                                   |
| Certification of Documents                                                 | \$10.00 per document                                                                                                       |
| Commissioning of Documents<br>(Municipal Forms Only)                       | No Charge                                                                                                                  |
| Commissioning Documents                                                    | \$30.00 per document                                                                                                       |
| Completion of Pension Forms<br>(Township resident only)                    | No Charge                                                                                                                  |
| Fax Charges                                                                | \$1.00 per page local<br>\$2.00 per page long distance                                                                     |
| Flags<br>Wellington North<br>Canadian Flag                                 | \$100.00<br>\$50.00                                                                                                        |
| Freedom of Information<br>Requests (legislated fees)                       | \$5.00 application fee plus<br>disbursements (i.e. photocopying) plus<br>Record Preparation at \$8.75per quarter<br>hour   |
| NSF Cheque Charge                                                          | \$30.00                                                                                                                    |
| Photocopies (8½ x 11)                                                      | Black and White \$0.25 per page<br>Colour \$1.50 per page                                                                  |
| Tax Certificate                                                            | \$50.00                                                                                                                    |
| Tax Sale Proceedings                                                       | \$250.00<br>Administration Fee Plus Cost recovery<br>of fees and disbursements as charged<br>by consultants and solicitors |
| Burial Permit                                                              | \$15.00                                                                                                                    |
| Township Pins                                                              | \$3.00                                                                                                                     |
| Fee for services provided by<br>municipal employees per hr per<br>employee | \$50.00                                                                                                                    |
| Tax Arrears Penalties & Interest                                           | Refer to current Tax Rates By-law                                                                                          |
| Civic Addressing<br>911 Sign<br>911 Post                                   | \$25.00<br>\$20.00                                                                                                         |
| Electric Vehicle Charging Station                                          | Level 2: \$0.05/minute<br>Level 3: first five minutes free<br>\$0.20/minute                                                |

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18  
SCHEDULE "B"  
BUILDING DEPARTMENT**

**Effective January 1, 2018**

| SECTION NO. | DESCRIPTION                                              | FEE         |            |
|-------------|----------------------------------------------------------|-------------|------------|
|             |                                                          | Per Sq. Ft. | Admin. Fee |
| 1.1         | Assembly and Institutional Occupancies (Group A & B)     |             |            |
|             | a) New construction                                      | .89         | \$255.00   |
|             | b) Renovation/alteration less than 500 Sq. Ft.           | .00         | \$127.00   |
|             | c) Renovation/alteration greater than 500 Sq. Ft.        | .44         | \$127.00   |
| 1.2         | Residential Occupancies (Group C)                        |             |            |
|             | a) New construction                                      | .89         | \$255.00   |
|             | b) Basement with ceiling height $\geq 6'-11"$ (2,100 mm) | .31         | \$255.00   |
|             | c) Renovation/alteration less than 250 Sq. Ft.           | .00         | \$255.00   |
|             | d) Renovation/alteration greater than 250 Sq. Ft.        | .31         | \$255.00   |
|             | e) Attached garage or carport                            | .38         | \$127.00   |
|             | f) Detached garage or carport                            | .38         | \$127.00   |
|             | g) Accessory building                                    | .19         | \$127.00   |
|             | h) Deck/porch/veranda                                    | .19         | \$127.00   |
| 1.3         | Business and Mercantile Occupancies (Group D & E)        |             |            |
|             | a) New construction                                      | .89         | \$255.00   |
|             | b) Renovation/alteration less than 500 Sq. Ft.           | .00         | \$127.00   |
|             | c) Renovation/alteration greater than 500 Sq. Ft.        | .38         | \$127.00   |
| 1.4         | Industrial Occupancies (Group F)                         |             |            |
|             | a) New construction                                      | .51         | \$255.00   |
|             | b) Renovation/alteration less than 500 Sq. Ft.           | .00         | \$127.00   |
|             | c) Renovation/alteration greater than 500 Sq. Ft.        | .38         | \$127.00   |
| 1.5         | Agricultural and Farm Building                           |             |            |
|             | a) New livestock buildings and additions                 |             |            |
|             | -First 10,000 Sq. Ft.                                    | .30         | \$255.00   |
|             | -Over 10,000 Sq. Ft.                                     | .25         | \$255.00   |
|             | b) Livestock renovations                                 | .02         | \$255.00   |
|             | c) Sheds/shops                                           | .17         | \$255.00   |
|             | d) Quonset/economy structure                             | .12         | \$127.00   |
|             | e) Silos/grain bins                                      | .05         | \$127.00   |
|             | f) Manure storage or Pit silos                           |             |            |
|             | -Uncovered                                               | .05         | \$127.00   |
|             | -Covered                                                 | .12         | \$127.00   |
|             | -Roof over existing                                      | .07         | \$127.00   |



**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18  
SCHEDULE "B" (CONTINUED)  
BUILDING DEPARTMENT**

**Effective January 1, 2018**

| SECTION NO. | DESCRIPTION                                                                                                                                                     | FEE                                                |                      |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|----------------------|
|             |                                                                                                                                                                 | Admin. Fee                                         |                      |
| 1.6         | Temporary Structure                                                                                                                                             |                                                    |                      |
|             | a) Portables, meteorological towers, etc.<br>b) Special occasion tent                                                                                           |                                                    | \$255.00<br>\$127.00 |
| 1.7         | Septic Systems                                                                                                                                                  |                                                    |                      |
|             | a) All classes, new or replacement                                                                                                                              |                                                    | \$509.00             |
|             | b) Tank replacement<br>c) Leaching bed replacement                                                                                                              |                                                    | \$127.00<br>\$382.00 |
| 1.8         | Commercial Wind Turbines                                                                                                                                        | \$255 admin. plus \$58 per \$1,000 of const. value |                      |
| 1.9         | Buildings or Structures that do not fit elsewhere in this Schedule                                                                                              | \$255 admin. plus \$13 per \$1,000 of const. value |                      |
| 2.0         | Demolition Permit                                                                                                                                               |                                                    |                      |
|             | a) Class "A"<br>b) Class "B"                                                                                                                                    |                                                    | \$127.00<br>\$255.00 |
| 3.0         | Conditional Permit<br>Full permit fee as calculated under Section 1<br>Additional permit security may be required<br>Designated Structure the same as Section 1 |                                                    | \$255.00             |
| 4.0         | Transfer permit                                                                                                                                                 |                                                    | \$255.00             |
| 5.0         | Change of Use (no construction)                                                                                                                                 |                                                    | \$127.00             |
| 6.0         | Reapplication                                                                                                                                                   |                                                    | \$127.00             |
| 7.0         | Inspection of wood burning appliance installation                                                                                                               |                                                    | \$127.00             |
| 8.0         | Pool Enclosure Fence                                                                                                                                            |                                                    | \$127.00             |
| 9.0         | L.L.B.O. inspections and letters for occupant loads                                                                                                             |                                                    | \$127.00             |
| 10.0        | Certificate of Compliance – Building and Zoning                                                                                                                 |                                                    | \$94.00              |
| 11.0        | Works Damage/Lot Grading where applicable                                                                                                                       | <b>Deposit</b>                                     | <b>Fee</b>           |
|             |                                                                                                                                                                 | \$1,900.00                                         | \$100.00             |

**NOTE TO SCHEDULE**

An investigation fee equal to the applicable building permit fee shall be applied where work has commenced prior to the issuance of the required building permit in addition to the building permit fee to be charged when permit is issued, at the discretion of the CBO.

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18  
SCHEDULE "C" CEMETERIES**

| <b>DESCRIPTION</b>                                                                                                         | <b>FEE</b> |
|----------------------------------------------------------------------------------------------------------------------------|------------|
| <b><u>SALES</u></b>                                                                                                        |            |
| Single Grave 3 ½ feet x 10 feet (plot \$510.00)<br>(Care and Maintenance Fund included)<br>(40% of selling price \$340.00) | \$850.00   |
| Single niche to accommodate two urns (Niche \$935.00)<br>Care and Maintenance Fund (165.00)                                | \$1,100.00 |
| <b><u>INTERMENT/INURNMENT</u></b>                                                                                          |            |
| Adult                                                                                                                      | \$600.00   |
| Infant without device and dressing                                                                                         | \$175.00   |
| Cremated remains in standard plot                                                                                          | \$275.00   |
| Double depth charge – extra                                                                                                | \$175.00   |
| Inurnment in niche                                                                                                         | \$175.00   |
| Scattering garden                                                                                                          | \$100.00   |
| <u>Surcharges:</u>                                                                                                         |            |
| Saturday funerals until 12 noon & holidays -standard burial                                                                | \$345.00   |
| Saturday funerals until 12 noon & holidays–cremated remains                                                                | \$230.00   |
| Burials inurnments that occur outside the hours of 9 a.m. – 3 p.m. Mon-Fri                                                 | \$125.00   |
| <b><u>DISINTERMENT</u></b>                                                                                                 |            |
| Disinterment                                                                                                               | 600.00     |
| <b><u>VAULT STORAGE</u></b>                                                                                                |            |
|                                                                                                                            | \$175.00   |
| <b><u>MONUMENT INSTALLATIONS</u></b>                                                                                       |            |
| Staking fee                                                                                                                | \$50.00    |
| Monument care & maintenance fund:                                                                                          |            |
| Flat Marker                                                                                                                | \$75.00    |
| Upright to 4 feet (including base)                                                                                         | \$125.00   |
| Upright over 4 feet (including base)                                                                                       | \$225.00   |
| <b><u>ADMINISTRATION</u></b>                                                                                               |            |
| Transfer of Interment Right                                                                                                | \$50.00    |
| Research per hour                                                                                                          | \$50.00    |

NOTE: Amendments subject to approval from Ministry of Consumer Services – Cemetery Regulation Unit

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18**

**SCHEDULE "D"  
FIRE/RESCUE**

Effective January 1, 2018

| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                               | FEE                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Inspections: By Request Only</b></p> <p>Single Residence</p> <p>Institution / Industrial / Commercial</p> <p>Apartments / Condominiums</p>                                                                                                                                                                                                                                                          | <p>\$100.00</p> <p>\$100.00</p> <p>\$100.00<br/>plus \$10.00 per unit</p>                                                                                                                                      |
| <p><b>Fire Search Fees / Approvals</b> Fire Reports</p> <p>Fire investigation reports</p>                                                                                                                                                                                                                                                                                                                 | <p>\$150.00</p> <p>\$150.00</p>                                                                                                                                                                                |
| <p><b>Motor Vehicle Incidents:</b> Non-residents/non-taxpayers of Wellington North are involved in a motor vehicle accident within the municipal boundary of the Township of Wellington North that require the Fire / Rescue to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance payable, the owner shall be billed directly</p> | <p>\$450.00 per response unit for first hour and \$225.00 per response unit for each half hour thereafter</p>                                                                                                  |
| <p><b>Administration &amp; Enforcement:</b></p> <p>Spills Act and Transportation of Dangerous Goods Act: The cleanup of hazardous material spills</p>                                                                                                                                                                                                                                                     | <p>Current MTO Rates<br/>\$450.00 per vehicle per hour<br/>\$25.00 Per Half Hour thereafter</p> <p>Clean up costs to cover materials used</p> <p><b>Plus</b></p> <p>Administration Fee of \$50.00 per hour</p> |
| <p><b>Open Air Burning: (as amended by By-law 063-16)</b><br/>Where burn is in contravention with Open Air Burn By-law and/or Fire Prevention and Protection Act</p>                                                                                                                                                                                                                                      | <p>Clean up costs to cover materials used</p> <p><b>Plus</b></p> <p>Administration Fee of \$50.00 per hour per Fire-fighter</p>                                                                                |
| <p>Securing of Premises after a fire</p>                                                                                                                                                                                                                                                                                                                                                                  | <p>\$50.00 per hour per Fire-Fighter</p>                                                                                                                                                                       |

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18**

**SCHEDULE "D" (CONTINUED)  
FIRE/RESCUE**

**Effective January 1, 2018**

| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | FEE                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <p><b>False Alarms:</b> The following procedures and fees shall apply only when it has been determined at the discretion of the responding officer of the Township of Wellington North Fire Department that the false alarms were preventable. The totals shall be calculated within each calendar year with each year being considered separately.</p> <p>First False Alarm - Warning</p> <p>Second False Alarm</p> <p>Third False Alarm</p> <p>Four or More False Alarms</p> | <p>n/c</p> <p>\$250.00</p> <p>\$350.00</p> <p>\$200.00 or at the discretion of<br/>the Fire Chief MTO Rate</p> |
| Fire Alarm Monitoring/Fire Watch                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>\$450.00 per vehicle per hour<br/>\$255.00 per half hour<br/>thereafter</p>                                 |
| Liquor Occupancy Permit Authority Have Jurisdiction Letter to Alcohol and Gaming Commission                                                                                                                                                                                                                                                                                                                                                                                    | \$150.00                                                                                                       |
| Fire Safety Plan Review                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$150.00                                                                                                       |
| Fire Extinguisher Training – renewals<br>- First time                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>\$15.00 pp<br/>Free</p>                                                                                     |
| Mobile/Seasonal Vendors Inspection                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$25.00                                                                                                        |

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18**

**SCHEDULE "E"  
LICENCING AND LOTTERIES**

Effective January 1, 2018

| <b>DESCRIPTION</b>                                                | <b>FEE</b>                                                             |
|-------------------------------------------------------------------|------------------------------------------------------------------------|
| <b>Animal Control</b>                                             |                                                                        |
| <b>New Kennel Licence</b>                                         | \$500.00*                                                              |
| <b>Renewal of Kennel License</b>                                  | \$250.00*<br>*plus inspection fee charged<br>by animal control officer |
| <b>Licensing a new dog</b>                                        | \$25.00                                                                |
| <b>Annual Licensing Fee</b>                                       | \$15.00                                                                |
| <b>Replacement tag</b>                                            | \$10.00                                                                |
| Additional Charges may apply pursuant to the Canine Control Bylaw |                                                                        |
| <b>Business Licensing Fees</b>                                    |                                                                        |
| Food Vehicle Stand                                                | \$100.00                                                               |
| Donation Box                                                      | \$100.00                                                               |
| Temporary Vendor                                                  | \$200.00                                                               |
| Administrative Penalty                                            | \$300.00                                                               |
| Donation Box removal                                              | Actual cost of labour                                                  |

| <b>DESCRIPTION</b> | <b>FEE</b>      |
|--------------------|-----------------|
| Lottery Licences   |                 |
| • Raffle           | \$20.00         |
| • Blanket          | \$20.00         |
| • Bingo            | \$20.00         |
| • Other            | \$20.00         |
| Break Open Tickets | \$10.00 per box |

**THE TOWNSHIP OF WELLINGTON NORTH**  
**BY-LAW NUMBER 005-18**  
**SCHEDULE "F"**  
**PLANNING**  
**Effective January 1, 2017**

| DESCRIPTION                                                                                                                                 | FEE                              |                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Committee of Adjustment – Minor Variance                                                                                                    | \$800.00                         |                                 |
| Zoning Amendment                                                                                                                            | \$1,600.00                       |                                 |
| Holding Zone Removal By-law                                                                                                                 | \$500.00                         |                                 |
| Any other applications pursuant to the provisions of the Planning Act i.e. Consent Agreement                                                | \$1,000.00                       |                                 |
| Certificate of Compliance<br>Plan of Subdivision/Condominium, Site Plan and Development Agreements                                          | \$125.00                         |                                 |
| Part Lot Control                                                                                                                            | \$1,000.00                       |                                 |
| Clearances for Severance Conditions                                                                                                         | \$130.00                         |                                 |
| Cash in Lieu of Parkland (severances) to be used for existing parks and recreation maintenance and development                              | \$1,000.00 per lot               |                                 |
| Fee for services provided by Municipal employees                                                                                            | \$50.00 (per hour, per employee) |                                 |
| Copy of Zoning By-law                                                                                                                       | \$30.00                          |                                 |
|                                                                                                                                             | DEPOSIT (refundable)             | ADMINISTRATION (not refundable) |
| Plan of Subdivision or Condominium New or Amendment including conditions of approvals to both Wellington North and the County of Wellington | \$10,000.00                      | \$3,000.00                      |
| Site Plan Control Approval and Agreement <ul style="list-style-type: none"> <li>• Minor</li> </ul>                                          | \$3,500.00                       | \$1,000.00                      |
| Site Plan Control Approval and Agreement <ul style="list-style-type: none"> <li>• Complex</li> </ul>                                        | \$6,000.00                       | \$1,500.00                      |
| Site Plan Control Amendments                                                                                                                | \$700.00                         | \$300.00                        |
| Lot Grading/surface Works Security Deposit                                                                                                  | \$1,900.00                       | \$100.00                        |
| Development Agreement                                                                                                                       | \$5,000.00                       | \$1,500.00                      |

**DEPOSITS**

- Deposits less the disbursement fees and third party fees will be refunded.
- Disbursements may include but are not limited to: postage, laminating, registration of documents and photocopying, faxing, etc.
- Third Party fees including, but are not limited to, planners, engineers, solicitors, advertising of notices and similar costs.
- Every applicant for a planning matter referred to in Schedule "F" hereof shall make an application on forms provided by the Municipality and in addition shall sign a deposit agreement in the prescribed form and pay any applicable deposit to the Municipality.

The Clerk/Deputy Clerk and/or Treasurer/Deputy Treasurer are hereby authorized to execute the deposit agreement on behalf of the Township.

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 005-18**

**SCHEDULE "G"**

**ROADS  
Effective January 1, 2017**

| DESCRIPTION                                                                                                                                                                                                                                                                                                                                               | INSPECTION<br>FEE | **DAMAGE<br>DEPOSIT |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------|
| Urban/Rural Damage                                                                                                                                                                                                                                                                                                                                        | \$100             | \$1,900.00          |
| Rural/Semi-Urban Entrance Installations<br>The applicant would be responsible for all costs to supply a culvert over 600 mm in diameter and/or to supply over 12 meters of culvert and/or to upgrade an existing entrance. Costs would be charged at the current rates.<br><br>**Damage Deposit Fees shall be collected when a Building Permit is issued. |                   |                     |
| a) Requires a 9m culvert (up to and including 600mm) including inspection fee                                                                                                                                                                                                                                                                             | \$100.00          | \$1,600.00          |
| b) Entrance that does not require a culvert including inspection fee                                                                                                                                                                                                                                                                                      | \$100.00          | \$1,100.00          |
|                                                                                                                                                                                                                                                                                                                                                           | <b>FEE</b>        |                     |
| c) Cost of hidden driveway sign installed                                                                                                                                                                                                                                                                                                                 |                   | \$100.00            |
| Equipment Rental rate – at the discretion of the township.<br>(available only to Township of Wellington North ratepayers)                                                                                                                                                                                                                                 |                   | \$100.00/hr         |

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

**BY-LAW NUMBER 006-18**

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

***WHEREAS:***

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

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

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

Part of Park Lot 4, on the South Side of Birmingham Street, Plan for the Town of Mount Forest, being Part 3 on Plan 61R11573, together with an easement as in WC319506, in the Township of Wellington North.
- 2. This by-law shall become effective upon the endorsement by The Corporation of the County of Wellington of its said approval of the by-law.



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

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8 TH DAY OF JANUARY 2018**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 007-18**

**BEING A BY-LAW TO AUTHORIZE A DEFERRAL AGREEMENT PURSUANT TO SECTION 27 OF THE *DEVELOPMENT CHARGES ACT*. – known as 510 Sligo Road West, Mount Forest, ON (Evan John Frank Shortreed)**

***WHEREAS*** the Council of the Corporation of the Township of Wellington North passed By-law 51-13 under the provisions of the *Development Charges Act* (“the Act”)

***AND WHEREAS*** Section 27 of the Act provides that the Township may enter into an Agreement with a person who is required to pay a development charge that provides for all or any part of the development charge to be paid after it would otherwise be payable;

***AND WHEREAS*** it is deemed expedient to enter into such an Agreement with Evan John Frank Shortreed, the owner of the following lands being Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 14 on 60R-3016; subject to an easement over Part 3 on 61R-20889 in favour of Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 13 on 60R-3016 as in WC479486; together with an easement over Part Parklot 2 N/S Durham Street and W/S Main Street PI Town of Mount Forest and Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 2 on 61R-20889 and over Part Parklot 2 N/S Durham Street and W/S Main Street PL Town of Mount Forest Part 1 on 61-R20889 as in WC479485, Township of Wellington North (510 Sligo Road West) having Property Identifier Number 71071-0091 LT(“the lands”)

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

1. The Corporation shall enter into an Agreement with Evan John Frank Shortreed in the form of the draft Agreement attached hereto as Schedule A.

2. The Mayor and the Clerk of the Corporation be and they are hereby authorized and directed to sign the Agreement on behalf of the Corporation when it has been signed by the owners of the lands and the Clerk is hereby directed to cause notice of the said Agreement to be registered on the title to the lands.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF JANUARY, 2018.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

## SCHEDULE A to By-law No. 007-18

AGREEMENT  
(Section 27 *Development Charges Act*)

THIS AGREEMENT made this 8th day of January, 2018.

BETWEEN:

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

(hereinafter called "the Township")  
OF THE FIRST PART

- and -

**Evan John Frank Shortreed**

(hereinafter called "the Owners")  
OF THE SECOND PART

WHEREAS:

- (A) The Owners are the owners of the property known as Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 14 on 60R-3016; subject to an easement over Part 3 on 61R-20889 in favour of Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 13 on 60R-3016 as in WC479486; together with an easement over Part Parklot 2 N/S Durham Street and W/S Main Street PI Town of Mount Forest and Part Parklot 1 S/S Sligo Road and W/S Main Street PI Town of Mount Forest, Part 2 on 61R-20889 and over Part Parklot 2 N/S Durham Street and W/S Main Street PL Town of Mount Forest Part 1 on 61-R20889 as in WC479485, Township of Wellington North (510 Sligo Road West) having Property Identifier Number 71071-0091 LT("the lands")
- (B) The Owners propose to develop the lands by constructing a single family detached dwelling thereon and has made application to the Township for a building permit to enable construction to proceed.
- (C) Pursuant to the *Development Charges Act* and the Township's By-law 51-13 passed under it, the Owner must pay development charges to the Township prior to the issuance of a building permit for the construction and Section 27 of the Act provides that the Township may enter into an Agreement with the Owner providing for all or any part of the said development charge to be paid after it would otherwise be payable.

- (D) The Owners have requested the Township to defer the payment of that part of the development charges applicable to the development that pertain to sanitary sewer (wastewater).
- (E) The Township's By-law 51-13 provides that the Council of the Township may enter into deferral agreements with respect to all or any part of a development charge as authorized by Section 27 of the Act.

NOW THEREFORE IN CONSIDERATION of the terms of this Agreement and pursuant to Section 27 of the *Development Charges Act*, the parties hereto agree as follows:

1. The Owners acknowledge and agree that development charges are payable with respect to the development, which charges include a charge of \$8,822.00 for the sanitary sewer (wastewater) component of the overall development charge and have requested the Township to defer the payment of that component and that sum until such time as the Township's sanitary sewer (wastewater) system is in place and available to service the land.
2. The Township shall defer the requirement for the payment by the Owners of the sanitary sewer (wastewater) component of the overall development charge for the development until the date when the Township's sanitary sewer (wastewater) system is in place and available to the lands ("the payment date").
3. The deferred partial development charge in the amount of \$8,822.00 shall become due and payable on the payment date.
4. If the deferred partial development charge or any part of it has not been paid within 30 full days after the payment date, the Township shall be entitled to recover the unpaid amount by adding such amount to the property tax roll for the lands and the Township shall collect such amount as taxes pursuant to Section 32(1) of the *Development Charges Act*.
5. The Owners consent to the registration of this Agreement by the Township on the title to the lands.

- 6. This Agreement shall enure to the benefit of and shall be binding upon the parties hereto and their respective heirs, estate trustees, successors and assigns.

THIS AGREEMENT is executed by the Township this 8th day of January, 2018.

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

\_\_\_\_\_  
Andrew Lennox – Mayor

\_\_\_\_\_  
Karren Wallace – Clerk  
We have authority to bind the Corporation.

THIS AGREEMENT is executed by the Owners this      day of      , 2018.

Per:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Evan John Frank Shortreed

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

**BY-LAW NUMBER 008-18**

**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 JANUARY 8, 2018.**

**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 January 8, 2018 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 8TH DAY OF JANUARY, 2018.**

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**ANDREW LENNOX  
MAYOR**

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**KARREN WALLACE  
CLERK**