

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING AGENDA OF COUNCIL; COMMITTEE OF ADJUSTMENT  
FEBRUARY 26, 2018 @ 7:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE  
NUMBER**

**CALLING TO ORDER** - Mayor Lennox

**ADOPTION OF THE AGENDA**

**DISCLOSURE OF PECUNIARY INTEREST**

**O' CANADA**

**PRESENTATIONS**

- a. Steve Wever, GSP Group 001
  - Community Growth Plan

**RECESS TO MOVE INTO PUBLIC MEETING**

Committee of Adjustment

- A08-18 – Paul Duxbury and Christine Deforest
- A09-18 – Donald Weber

**RESUME REGULAR MEETING OF COUNCIL**

**ADOPTION OF MINUTES OF COUNCIL**

- Public Meeting, February 12, 2018 021
- Council Meeting, February 12, 2018 026

**BUSINESS ARISING**

**ITEMS FOR CONSIDERATION**

**Business: reports, recommendations, correspondence for direction**

1. MINUTES
  - a. Saugeen Valley Conservation Authority Annual Meeting Minutes, January 16, 2018 036
2. FIRE
  - a. Communiqué #51, January, 2018 047
3. FINANCE
  - a. Cheque Distribution Report, February 20, 2018 053
4. ECONOMIC DEVELOPMENT
  - a. Report EDO 2018-04 Community Growth Plan 057
  - b. Report EDO 2018-05 Municipal Green Energy Program 063
5. COUNCIL
  - a. AMO Communications, dated February 2, 2018, Call to Action – Fire Medic Protection Needed for Municipal Governments 066
  - b. Brianne Petrina, Health Promotion Specialist, Wellington-Dufferin-Guelph Public Health request for letter of support for application Ontario Active School Travel grant 068
  - c. Susan O'Neill, request for approval for the 2018: 1 & 5 Kilometer Run in Memory of Steven Hutchison (#GITFH) 071

6. ADMINISTRATION

- a. Report CLK 2018-011 being a report on Restricted Acts (Lame Duck) 073
- b. Report CLK 2018-010 being a report on Council Meeting Schedule for 2019 076
- c. Report JHSC 2018-001 being the 2017 Annual Report on the activities of the Wellington North Joint Health & Safety Committee 079
- d. Report JHSC 2018-002 being a report on the 2017 Partners in Prevention Conference 084
- e. Report CLK 2018-009 being a report on Door To Door Sales in Ontario 088
- f. Ontario Good Roads Association correspondence, dated January 17, 2018, regarding requesting reforms to the Municipal Class Environmental Assessment (MCEA) process 095

**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 021-18 being a by-law to establish the fees and charges for recreation services provided by the municipality 098
- b. By-law Number 022-18 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 Wayne Cole Drain. 107

**CONFIRMATORY BY-LAW NUMBER 023-18 109**

**ADJOURNMENT**

<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
March 5, 2018	Recreation Master Plan Steering Committee	2:00 p.m.
March 12, 2018	Regular Council Meeting	2:00 p.m.
March 15, 2018	Cultural Roundtable Committee	12:00 p.m.
March 26, 2018	Regular Council Meeting	7:00 p.m.
March 26, 2018	Wellington North Showcase Business Networking Reception Arthur Community Centre	4:30 p.m. – 7:00 p.m.
March 27, 2018	Wellington North Showcase “Open To The Public” Arthur Community Centre	1:00 p.m. – 7:30 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**

# Wellington North Community Growth Plan

Council Presentation  
February 26, 2018

## FINAL COMMUNITY GROWTH PLAN



# Purpose

Preparing for **Growth**  
and **Change**

Creating a **Vision** for a  
**Complete Community**

Aligning **Land Use** with  
investments in  
**Infrastructure,**  
**Transportation,**  
**Community Facilities**  
and **Services**

Working together as an  
**Active and Engaged**  
**Community**

Building on **Strengths**  
and addressing areas  
for **Improvement**

Using a range of  
**Planning Tools** for  
**Implementation**

# Planning Context

## Regional Context

- Part of large and rapidly growing GGH region
- Subject to Provincial Growth Plan
- Targets for “Intensification” and “Greenfield Density”
- Plan for “Complete Communities”



# Process



- Steering Committee Meetings (5) and Working Group Meetings (4)

# What We Heard...

*"More transportation options, especially between Arthur and Mount Forest"*

*"On-farm business opportunities"*

*"Try to accommodate a broad range of groups and demographics to encourage diversity"*

*"Promote year-round recreation and the unique natural features of the area"*

*"Provide a greater variety of housing styles, sizes and tenure types, including rental options"*

*"Maintain a small-town feel and sense of community"*

*"We will need more doctors, home care for seniors and other health services"*

*"Allow more residential development within and near the core, so that people can live there and take advantage of downtown retail and commercial options"*

*"There are some labour force challenges, with local employers having trouble filling available jobs"*

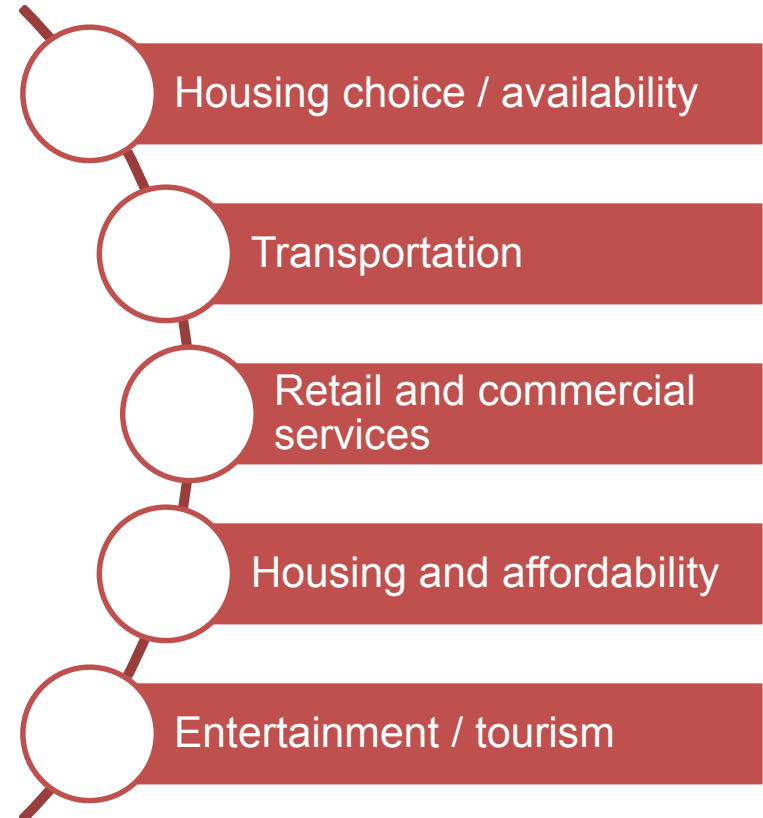
*"Safe access to schools could be improved by adding more sidewalks"*

# What We Heard...

## STRENGTHS



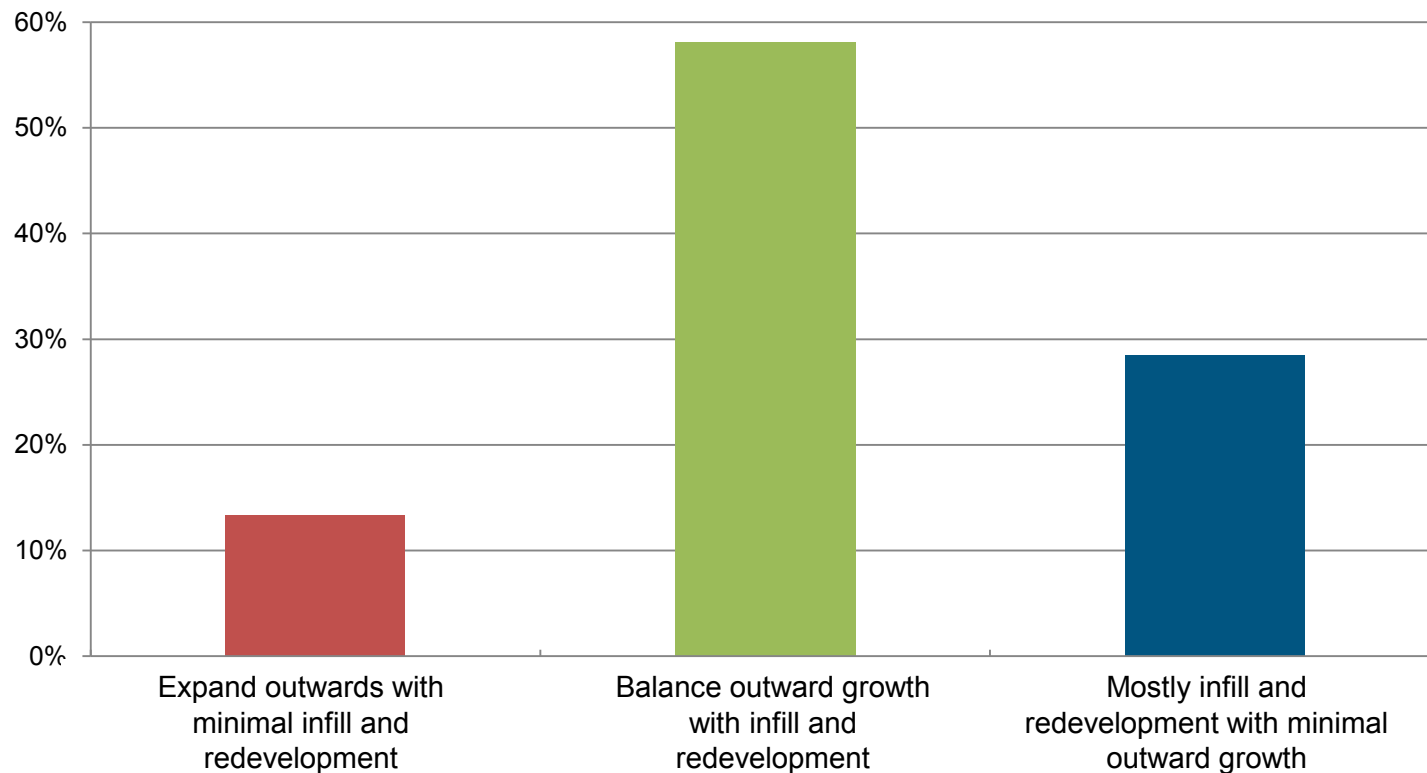
## AREAS FOR IMPROVEMENT





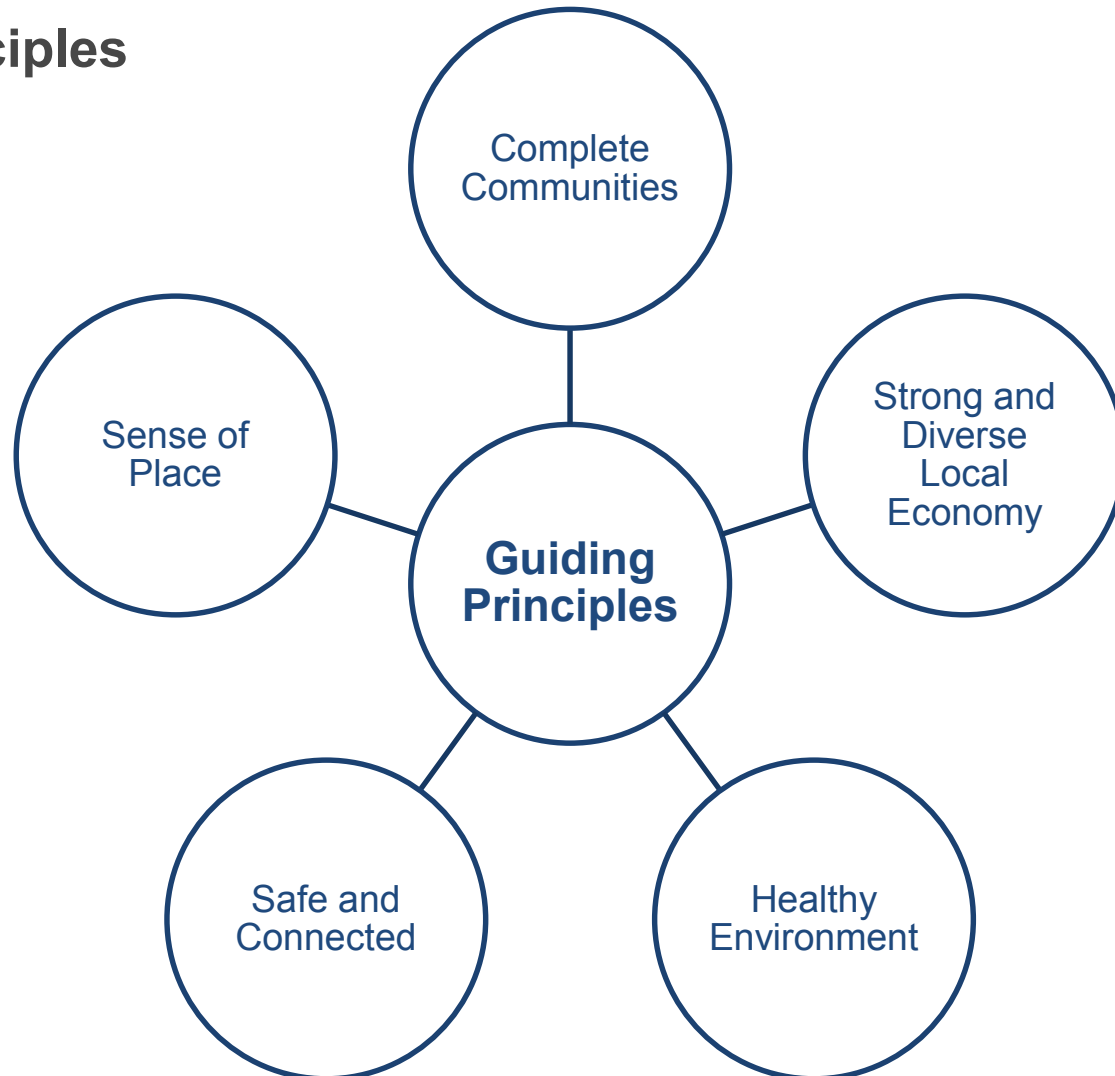
# What We Heard...

How you would like to see urban growth and development occur in Wellington North over the next 25 years?

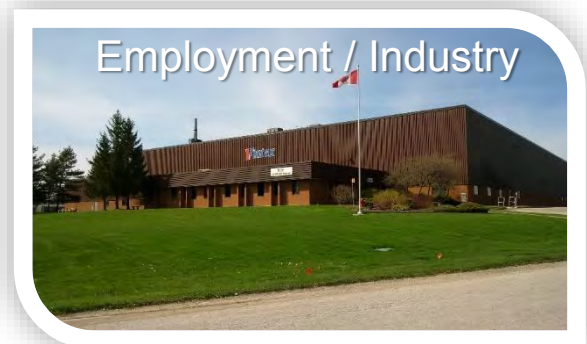
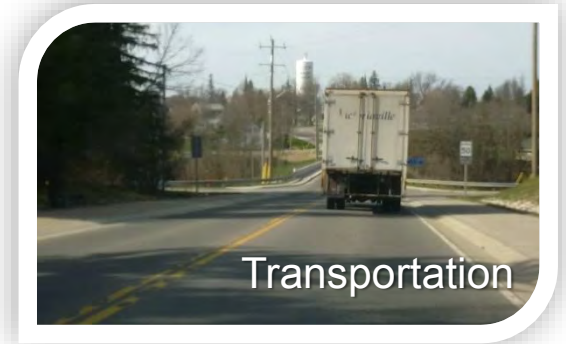
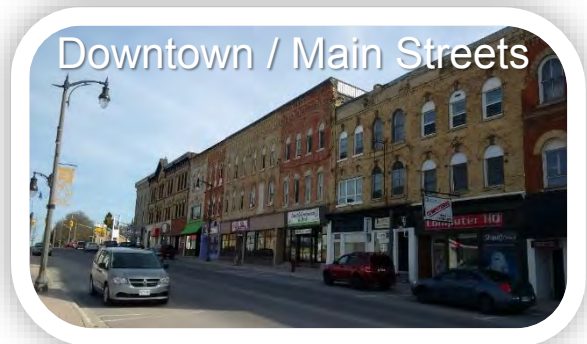
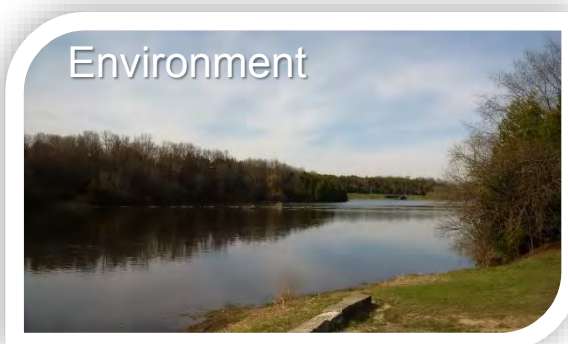
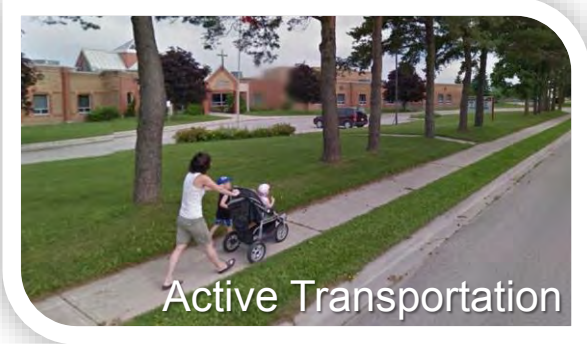
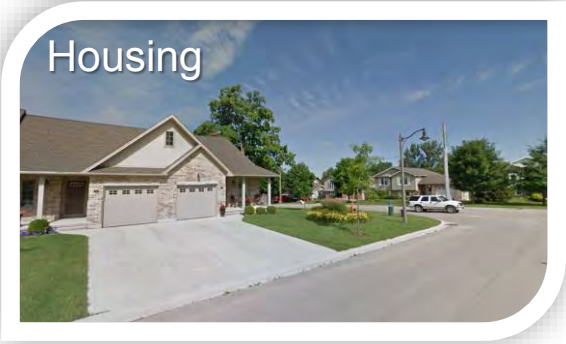


# What We Heard...

## Guiding Principles



# Study Elements...



# Community Growth Plan Structure

## 2041 Vision for Growth

### Growth Management Goals

- Direct / Focus Development to urban areas
- Orderly, compact development
- To have growth pay for itself

### Strategies & Initiatives

Growth Forecasts & Locations

Intensification & Density Targets

Housing Strategy

Employment Strategy

Transportation Strategy

Infrastructure Strategy

Community Facilities & Services Strategy

Environment & Heritage Conservation Strategy

# Growth Forecasts & Locations <sup>011</sup>

## Overall Township Growth Forecast

Year	Township of Wellington North		
	Population	Households	Employment
2016	12,490	4,635	7,070
2036	17,085	6,330	9,320
2041	17,685	6,590	9,440

SOURCE: Statistics Canada, 2016 and County of Wellington Official Plan 1999 last update September 1, 2016, and Amendment Number 99 to the Official Plan for the County Official Plan, Council Adopted, May 26, 2016.

Year	Arthur		Mount Forest	
	Population	Households	Population	Households
2016	2,725	1,005	5,190	2,150
2036	4,115*	1,525*	8,135**	3,200**
2041	4,460*	1,665*	8,440**	3,330**

\*Adjusted forecasts based on Phase 2 Arthur Wastewater Treatment Facility Expansion

\*\*Mount Forest forecasts adjusted to maintain Township totals

# Intensification & Density Targets

## RECOMMENDATION:

Targets		Timeframe		
		2017-2021	2022-2031	2031-2041
<b>Intensification</b> (% of all new residential units in built-up area)	Current Target	20%		
	Growth Plan Targets	40%	50%	60%
	<b>Recommended Targets</b>	<b>20%</b>	<b>30%</b>	<b>40%</b>
<b>Greenfield Density</b> (residents and jobs per hectare of land outside of delineated built-up areas)	Current Target	40		
	Growth Plan Targets	50	80*	
	<b>Recommended Targets</b>	<b>40</b>	<b>40*</b>	
	<b>Greenfield Area Total</b>		<b>50*</b>	<b>60*</b>
	<b>New Greenfield Development</b>			

\*After the next County Municipal Comprehensive Review, the measurement of Greenfield Density excludes Employment Areas



## Intensification & Greenfield Density

- Downtowns as priority intensification areas
- Add Medium, High Density Residential and Mixed Use land use designations in Official Plan
- Zoning permissions and standards – downtown residential, second units, housing types, building heights
- Revisit older draft plans of subdivision to diversify housing types and sizes



## Housing

- Participate in County Strategy
- Flexibility for range of housing types in Official Plan and Zoning By-law
- Re-designation of certain lands for future residential
- Design guidelines to direct context-sensitive intensification, medium and high density development
- EOI for Fair Housing DC Rebate Program
- Consider other tools (e.g. inclusionary zoning)

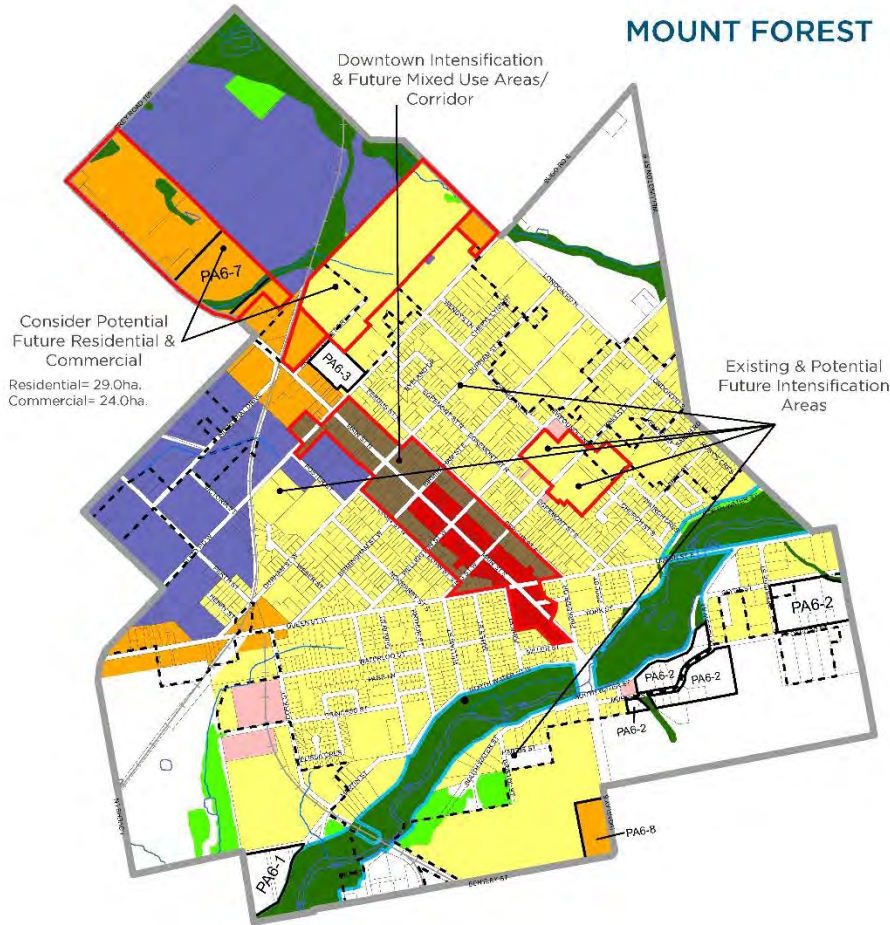


## Employment

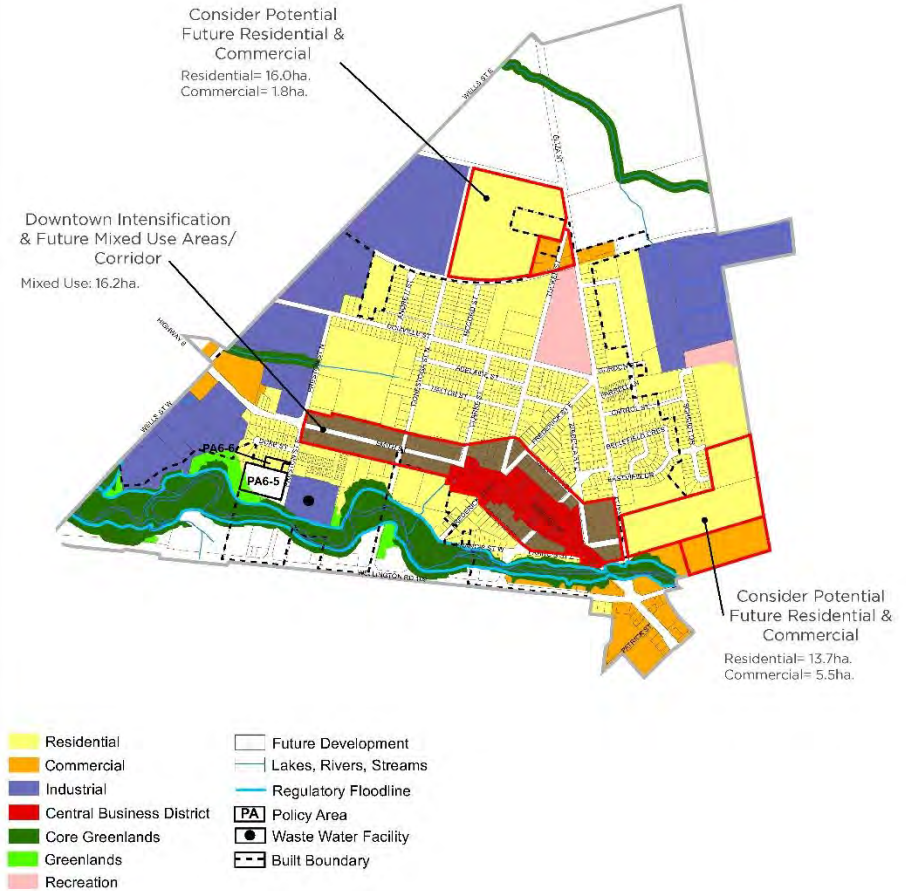
- Participate in County Strategy
- Employment Density Target: 30 jobs per hectare
- Protect employment areas in Arthur, Mount Forest, Rural
- Designate additional land for commercial development
- Re-position some surplus employment land to other uses to optimize locations
- Focus on key sectors
- Employment training, makerspaces, home- and farm-based businesses

# Land Use Plan

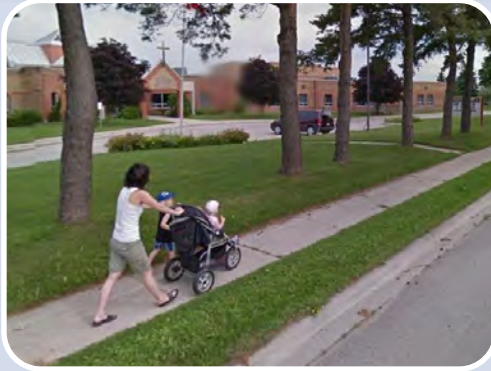
## MOUNT FOREST



## ARTHUR







## Transportation

- County / local Transportation Master Plan
- Feasibility review of future local / regional transit service
- Growth-related investments
- Complete Streets
- Potential truck by-pass
- Downtown parking plans
- Ride-sharing services
- Trails / active transportation, safe access to schools
- Plan for horse-drawn vehicles



## Infrastructure

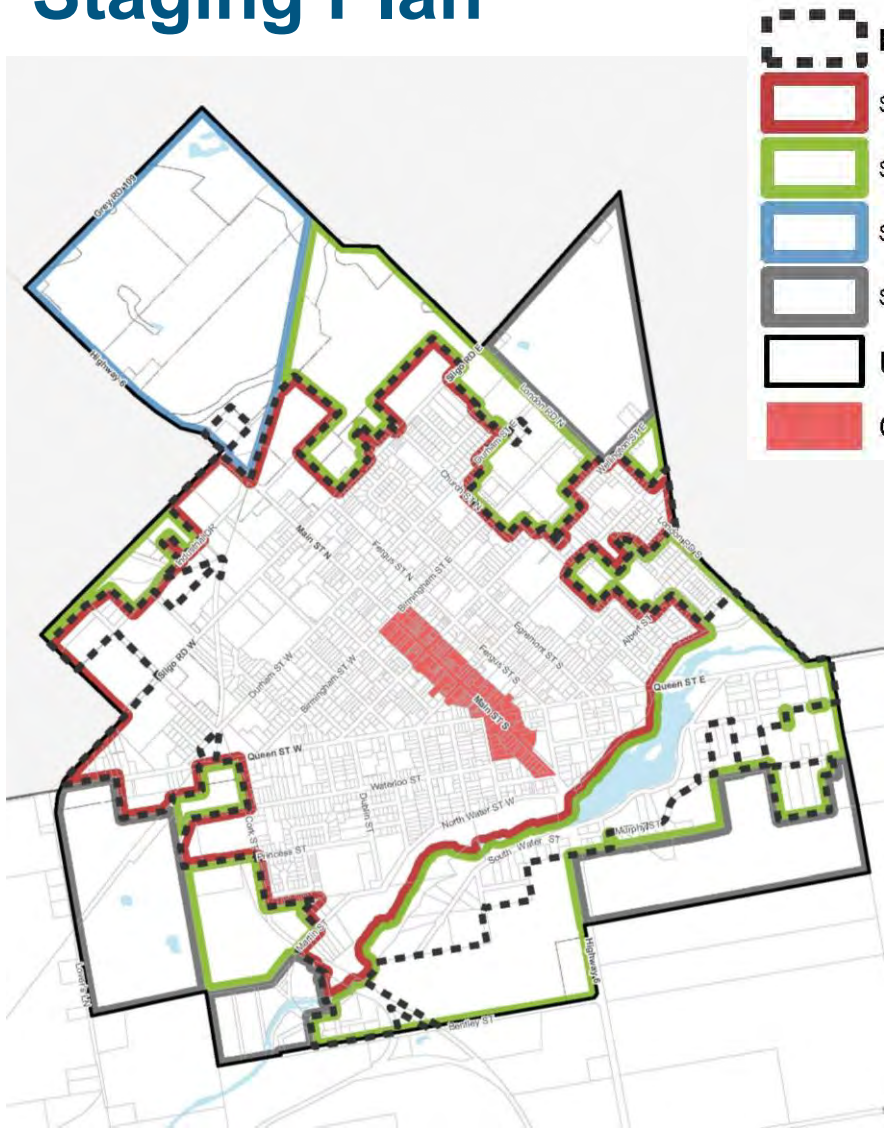
- Development phasing / staging plan for orderly growth aligned with infrastructure capacities and planned improvements
- Arthur Phase 1 & 2 Wastewater Treatment Plant Improvements
- Inflow and Infiltration reductions
- Update Master Servicing Plans
- Watershed / Sub-watershed Plans with Conservation Authorities
- Low Impact Development Standards
- Community Energy Plan










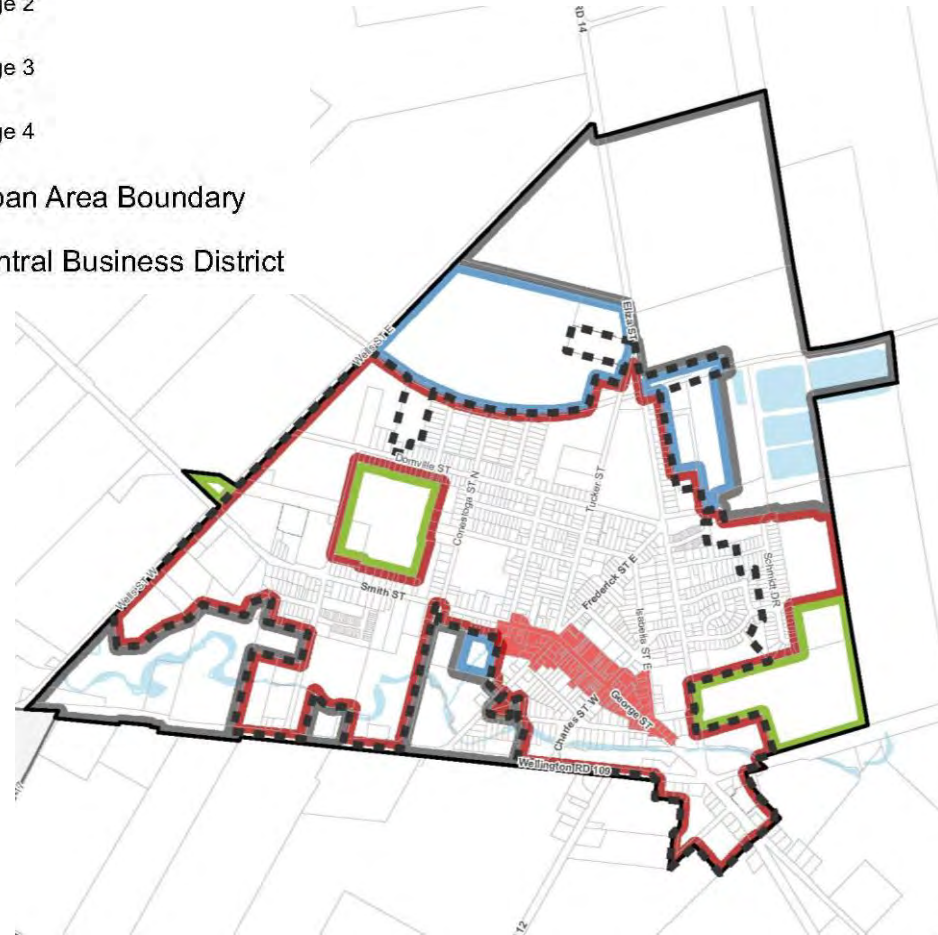
## Community Facilities & Services

- Finalize and implement Recreation Master Plan, define service levels
- Work with School Boards - school capacity needs, community access to schools, and safe routes
- Integrated planning with service providers for health care, emergency services, housing, employment, youth, seniors, education, recreation, libraries and related organizations to meet growth-related needs

# Staging Plan



-  Built Boundary
-  Stage 1
-  Stage 2
-  Stage 3
-  Stage 4
-  Urban Area Boundary
-  Central Business District





## Environment

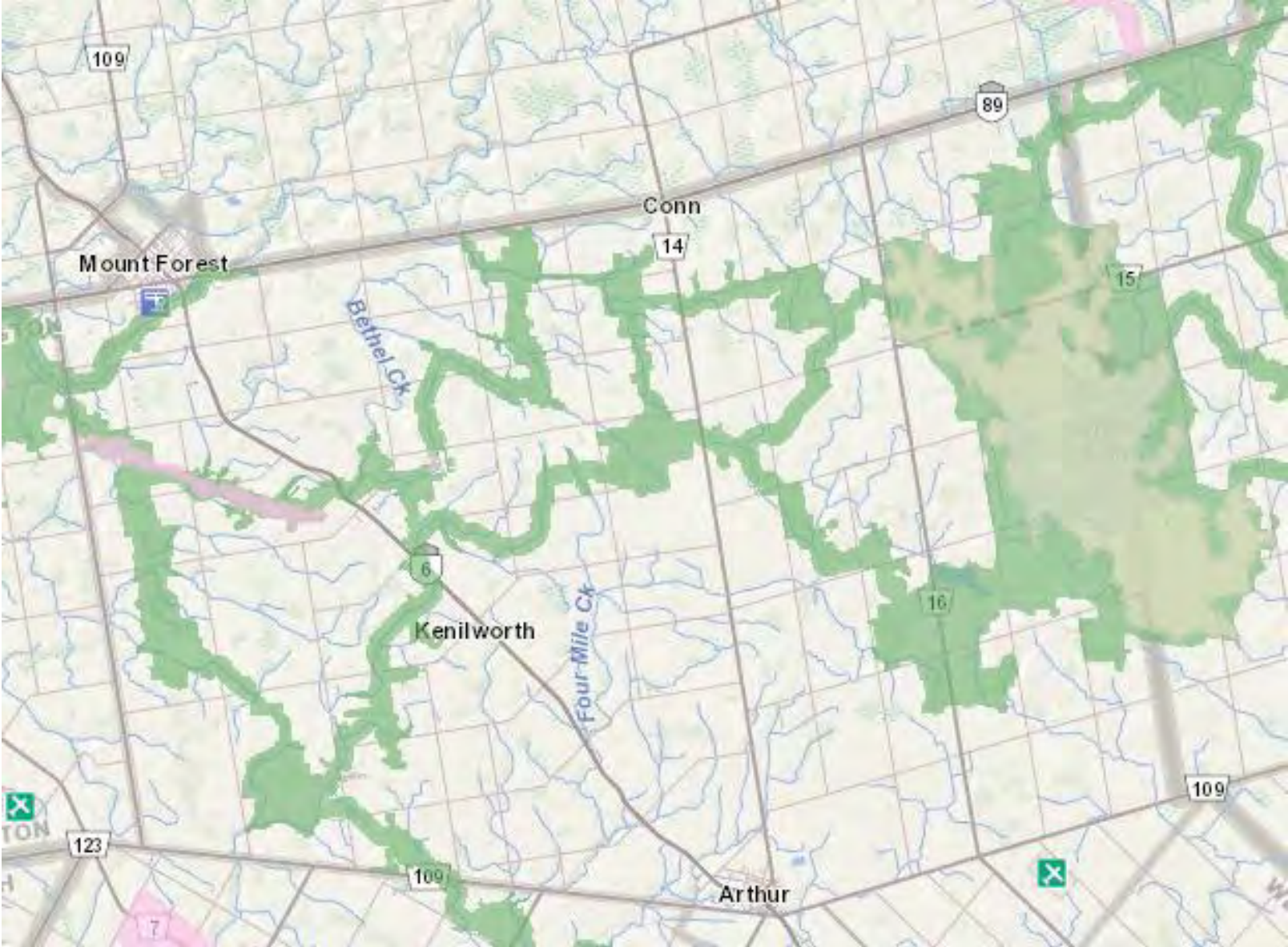
- Update / refinement of Provincial Natural Heritage System mapping, identify and protect urban area linkages – County NHS Review
- Integrate with Infrastructure Strategies - watershed-based planning, LID's, climate change considerations, etc.
- Implement Source Protection Plan directions in Township Zoning By-law
- Develop urban forest policies and adopt best practices, tools and programs to preserve/ expand tree cover
- Continue to require land use compatibility and avoidance/mitigation or risks associated with natural and human-made hazards



## Heritage

- Design guidelines for intensification and new development areas should address protection of heritage resources and integration of context-sensitive development
- Continue to work with the Wellington North Cultural Roundtable to implement, review, update and monitor the success of the Municipal Cultural Plan
- Continue to identify and protect cultural heritage resources and landscapes
- Continue to develop and support tourism and related marketing including cultural heritage, recreation/sport, outdoor-adventure, cycling, eco-tourism, and other opportunities, and regional integration with Guelph-Wellington tourism and RTO4

# Natural Heritage System (MNRF)



# Integrated Planning Approach



**Thank You!**

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING - MINUTES  
MONDAY, FEBRUARY 12, 2018 AT 2:00 P.M**

The Public Meeting was held in the Municipal Office Council Chambers to consider a proposed zoning amendment application.

<b><u>Present:</u></b>	<b>Mayor:</b>	<b>Andrew Lennox</b>
	<b>Councillors:</b>	<b>Lisa Hern</b>
		<b>Steve McCabe</b>
		<b>Dan Yake</b>

<b><u>Absent:</u></b>	<b>Councillor:</b>	<b>Sherry Burke</b>
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<b><u>Staff Present:</u></b>	<b>CAO:</b>	<b>Michael Givens</b>
<b>Director of Legislative Services/Clerk:</b>		<b>Karren Wallace</b>
	<b>Deputy Clerk:</b>	<b>Catherine Conrad</b>
	<b>Chief Building Official:</b>	<b>Darren Jones</b>
<b>Director of Finance and Treasury:</b>		<b>Adam McNabb</b>
<b>Human Resources Manager:</b>		<b>Chanda Riggi</b>
<b>Water &amp; Sewer Superintendent:</b>		<b>Barry Trood</b>
	<b>Compliance Analyst:</b>	<b>Sara McDougall</b>
<b>Manager of Planning &amp; Environment:</b>		<b>Linda Redmond</b>
	<b>Junior Planner:</b>	<b>Jessica Wilton</b>

Mayor Lennox called the meeting to order.

**Declaration of Pecuniary Interest:**

No pecuniary interest declared.

**OWNER/APPLICANT: James Cox and Trudy Matusinec**

**LOCATION OF THE SUBJECT LAND**

The land subject to the proposed amendment is described as Lot 36, Concession 1, geographic West Garafraxa Township and municipally known as 7619 Jones Baseline. The property is 0.29 hectares (0.71 acres) in size

**PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed amendment is to rezone the subject lands to allow a reduced frontage and area. The parcel has recently received provisional approval to divide the lot into two residential lots. The rezoning will also place a holding zone on the lands until sewage capacity is available to service the vacant lot. This rezoning is a condition of severance application B42/17, that was granted provisional approval by the Wellington County Land Division Committee.

## **NOTICE**

Notice for this public meeting was mailed to property owners within 120 m and required agencies and posted on the property on January 18, 2018 pursuant to the provisions of the Planning Act.

## **PRESENTATIONS**

Linda Redmond, Manager of Planning and Environment, reviewed comments prepared by Curtis Marshall, Senior Planner, dated February 2, 2018.

## **PLANNING OPINION**

This rezoning is a condition of severance application B42/17, which has been granted provisional approval by the Wellington County Land Division Committee. The consent application creates a 0.15 ha (0.37 acre) vacant residential parcel and a 0.14 ha (0.34 acre) retained parcel occupied by an existing residential dwelling. The purpose of the amendment is to rezone the subject lands to permit a reduced lot frontage and lot area for both the proposed severed and retained lots. The rezoning will also place a holding zone prohibiting the issuance of a building permit on the severed lot until sewage capacity is available, the lots are connected to municipal services, and the existing well and septic are de-commissioned which serve the retained lot.

Planning Staff have no concerns with the application as it satisfies conditions of severance application B42/17. A draft Zoning By-law amendment had been prepared for Council's consideration.

## **LOCATION**

The subject property is legally described as Lot 36, Con 1 (West Garafraxa) with a civic address of 7619 Jones Baseline. The subject property is approximately 0.29 hectares (0.71 acres) in size and contains an existing single detached dwelling.

## **PROPOSAL**

This rezoning is a condition of severance application B42/17, which has been granted provisional approval by the Wellington County Land Division Committee. The consent application creates a 0.15 ha (0.37 acre) vacant residential parcel and a 0.14 ha (0.34 acre) retained parcel occupied by an existing residential dwelling. The purpose of the amendment is to rezone the subject lands to permit a reduced lot frontage and lot area for both the proposed severed and retained lots. The rezoning will also place a holding zone prohibiting the issuance of a building permit on the severed lot until sewage capacity is available, the lots are connected to municipal services, and the existing well and septic are de-commissioned which serve the retained lot.



**COUNTY OFFICIAL PLAN**

The subject property is designated Prime Agricultural. Permitted uses include single detached dwellings.

**WELL HEAD PROTECTION AREA**

The subject property is located within a Wellhead Protection Area (WHPA) D, with a Vulnerability Score of 2 and 4.

**ZONING BY-LAW**

The subject lands are zoned Agricultural Exception 33.1 (A-1). Permitted uses include single detached dwellings. The exception restricts new livestock facilities within close proximity to urban areas such as Arthur. The applicant has applied to amend the lot area and frontage standards as follows:

Proposed Severed Lot:

	<b>Required</b>	<b>Proposed</b>
<b>Minimum Lot Area</b> Section 8.5.2.1	0.4 ha (1.0 acre)	0.15 ha (0.37 acre)
<b>Minimum Lot Frontage</b> Section 8.5.2.2	30.5 m (100.1 ft)	17.0 m (55.7 ft)

Proposed Retained Lot:

	<b>Required</b>	<b>Proposed</b>
<b>Minimum Lot Area</b> Section 8.5.2.1	0.4 ha (1.0 acre)	0.14 ha (0.34 acre)
<b>Minimum Lot Frontage</b> Section 8.5.2.2	30.5 m (100.1 ft)	18.0 m (59.05 ft)

A holding provision (H symbol) is also being added to the severed lot which will not allow for the issuance of a building permit on the property until the following conditions are met:

- a. That the owner apply for and be allocated sewage units for both the severed and retained lots;
- b. That the dwelling on the retained lot connect to municipal water and sewer services;
- c. That the existing well and septic system on the retained lot be decommissioned to the satisfaction of the Township of Wellington North.

**PLANNING DISCUSSION****R1C Zone Proposal:**

A Residential Low Density (R1C) has been proposed by the applicant for the severed and retained lots as an appropriate zone to address the lot area and frontage deficiencies. Planning Staff do not prefer this zoning category as the

R1C is intended to apply in the urban area and not the rural area. Planning Staff have proposed that the property remain zoned Agricultural (A) with site specific exceptions to address the deficiencies.

**Agricultural Exception 33.1 (A-1):**

The subject property is currently zoned Agricultural Exception 33.1 (A-1). Permitted uses include single detached dwellings. The exception restricts new livestock facilities within close proximity to urban areas such as Arthur. Planning Staff have proposed to remove this exception on the subject property as the lots are too small for a livestock facility and therefore the restriction is not necessary.

**Servicing:**

The intention is that the proposed severed and retained lots will be connected in the future to municipal sewer and water, as services run past the property. Presently there is not capacity available in the Arthur sewage system for these lots to connect. In the mean time the existing dwelling (retained lot) will utilize the existing well and septic system until servicing capacity becomes available.

**Minimum Lot Size:**

Planning Staff have no concerns with the reduced lot size as the lots are to be serviced with municipal sewage and water.

**Draft Zoning By-law:**

A draft zoning by-law was prepared for Council's consideration which proposes to apply site specific exceptions to each of the proposed lots permitting reduced lot areas and frontages, and applying a holding provision (H symbol) to the severed lot.

**CORRESPONDENCE FOR COUNCIL'S REVIEW**

None

**REQUEST FOR NOTICE OF DECISION**

The by-law will be considered at the regular Council meeting following the Public Meeting. Persons wishing notice of the passing of the By-law must submit a written request.

**MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

Jamie Cox, applicant, and the applicant's agent, Hailey Keast, Van Harten Surveying Inc., were present to answer questions regarding this application. Ms. Keast provided information regarding the proposed development. In accordance with the holding provision building will not happen until services are available. At that time both parcels will connect and the well and septic will be decommissioned.

**COMMENTS/QUESTIONS FROM COUNCIL**

Mayor Lennox asked for clarification on the size of the lots. Ms. Redmond commented that the lots are smaller than most rural lots but larger than urban lots.

**ADJOURNMENT****RESOLUTION 1**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Public Meeting of February 12, 2018 be adjourned at 2:35 p.m.*

**CARRIED**

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CLERK

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MAYOR



**O' CANADA****PRESENTATION**

Joe Farwell, CAO; Lisa Stocco, Manager of Communications; and Pat Salter, Wellington North Representative

- Grand River Conservation Authority, 2017 Draft Budget

Mr. Farwell, Ms. Stocco and Mrs. Salter presented the 2018 draft budget and information including the Grand River Watershed statistics, critical issues, GRCA Strategic Plan objectives, protection of life, minimizing property damage, improving watershed health, and connecting people with the environment. Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 has passed.

**RECESS TO MOVE INTO PUBLIC MEETING****Resolution 2018-040**

Moved: Councillor McCabe

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of February 12, 2018 at 2:29 p.m. for the purpose of holding a Public Meeting and a Committee of Adjustment Hearing under the Planning Act.*

**CARRIED**

**RESUME REGULAR MEETING OF COUNCIL****Resolution 2018-041**

Moved: Councillor Yake

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North resume the February 12, 2018 Regular Meeting of Council at 3:28 p.m.*

**CARRIED**

**PASSAGE OF BY-LAW ARISING FROM PUBLIC MEETING****Resolution 2018-042**

Moved: Councillor McCabe

Seconded: Councillor Yake

*THAT By-law Number 019-18 being a by-law to amend Zoning By-law Number 066-01 being the zoning by-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Lot 36, Concession 1, Geographic West Garafraxa Township, 7619 Jones Baseline – James Cox and Trudy Matusinec)*

**CARRIED**

**ADOPTION OF MINUTES OF COUNCIL / PUBLIC MEETING(S)****Resolution 2018-043**

Moved: Councillor Yake

Seconded: Councillor McCabe

*THAT the minutes of the Regular Meeting of Council held on January 22, 2018 be adopted as circulated.*

**CARRIED****BUSINESS ARISING**

None.

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

Items 2c, 4b, 5a, 6a

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION****Resolution 2018-044**

Moved: Councillor McCabe

Seconded: Councillor Yake

*THAT all items listed under Items for Consideration on the February 12, 2018 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:*

**1. ADMINISTRATION**

- a. *Report CLK 2018-008 being a report on Clerk's Department Year End Review  
THAT Council of the Corporation of the Township of Wellington North receive Report CLK 2018-008 being a report on Clerk's Department 2017 year end review.*
- b. *Report CLK 2018-006 being a report on Consent Application B183-17 (Hunt) known as Part Lot 2, S/S/ Miller Street Town of Mount Forest, now the Township of Wellington North*

*THAT the Council of the Corporation of the Township of Wellington North receive CLK Report 2018-006 being a report on Consent Application B183-17 as Part Lot 2, S/S Miller Street, Town of Mount Forest, now the Township of Wellington North;  
AND FURTHER THAT the Council of the Township of Wellington North supports consent application B183/17 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;*

*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.*

- c. Report CLK 2018-007 being a report on Consent Application B184-17 (Hunt) known as Part Lot 2, S/S/ Miller Street Town of Mount Forest, now the Township of Wellington North

THAT Council of the of the Corporation of the Township of Wellington North receive CLK Report 2018-007 being a report on Consent Application B184-17 as Part Lot 2, S/S Miller Street, Town of Mount Forest, now the Township of Wellington North;  
AND FURTHER THAT the Council of the Township of Wellington North supports consent application B184/17 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;

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.

## 2. MINUTES

- a. Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region
- Source Protection Committee Minutes – Meeting #74, June 23, 2017
  - Source Protection Committee Minutes – Meeting #75, September 22, 2017
- be received
- b. Saugeen Valley Conservation Authority
- Authority Meeting Minutes – December 19, 2017 be received

## 3. BUILDING

- a. Report CBO 2018-01 Building Permit Review Period Ending December 31, 2017 be received

- b. Report CBO 2018-02 Kenilworth Administration Office Renovation  
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2018-02 being a report on the Kenilworth Administration Office renovations;

AND FURTHER THAT the Council of the Township of Wellington North acknowledge that the approved budget for this project was \$220,000.00 however due to project expansion and unforeseen circumstances the total project cost is \$284,838.89;

AND FURTHER THAT the Council of the Township of Wellington North direct the Treasurer to fund the additional project cost of \$64,838.89 and the cost of temporarily relocating the municipal office to the Mount Forest Sports Complex of \$24,816.71 from the Administration Facility Reserve Fund

- c. Report CBO 2018-03 Emergency Purchase of Boiler for 102 Main Street South  
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2018-03 being a report on the emergency purchase of a boiler for 102 Main Street South be received;

AND FURTHER THAT the Council of the Township of Wellington North approve the purchase of the replacement boiler for 102 Main Street South at a cost of \$7,450.00 plus applicable taxes.

AND FURTHER THAT the Council of the Township of Wellington North direct the Treasurer to fund the purchase cost of \$7,450.00 plus applicable taxes as follows:

- \$6,150.00 surplus from the 2017 Mount Forest Archives Roof Painting Project
- Remainder from the Property/Equipment Maintenance Reserve.
- d. Report CBO2018-04 Building Permit Review Period Ending January 31, 2018 be received
- 4. FINANCE
  - a. Cheque Distribution Report, February 5, 2018 be received
  - c. Report TR2018-003 being a report on RLB LLP 2017 Audit Plan  
THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR2018-003 being a report on RLB LLP 2017 audit Plan
- 5. COUNCIL
  - b. Wellington North Power Inc. – Quarterly Update
    - Quarter 4: Period ending December 31<sup>st</sup> 2017 be received

**CARRIED**

### **CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION**

#### **Resolution 2018-045**

Moved: Councillor Yake

Seconded: Councillor McCabe

*THAT the Council of The Corporation of the Township of Wellington North receive the minutes of the Recreation & Culture Committee meeting held on February 6, 2018.*

**CARRIED**

#### **Resolution 2018-046**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of The Corporation of the Township of Wellington North approve an amendment to the Municipal Alcohol Policy Section 2.1 for approval of a Special Occasion Permit (SOP) to include the Track South End of the Mount Forest & District Sports Complex as a secondary bar area for the purpose of extending the bar area to include game viewing, during their 2018 playoffs only with the below stipulations:*

- *Egress issues must be addressed to the satisfaction of the Township Fire Chief;*
- *All requirements of the AGCO are the responsibility of the Patriots;*
- *Materials required to separate the secondary permit location and meet the requirements of the AGCO Special Occasion Permit will be the responsibility of the Patriots, including set up, removal, maintenance and storage;*
- *Barricades required must clearly define the secondary bar area to the satisfaction of Township Recreation staff and ensure no passage of alcohol outside of the area is possible;*
- *Only cans will be sold at the secondary bar area;*
- *All bar sales at the secondary bar area are to begin no sooner than thirty minutes prior to game start and cease at the beginning of the third period;*
- *The SOP will end as of midnight on all game nights;*
- *This is a zero tolerance trial.*
- *An emergency procedure and site plan must be prepared by the club and approved by the Fire Chief.*

**CARRIED**



**Resolution 2018-047**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North approve the following appointments to the Mount Forest Pool Ad-Hoc Committee:*

*1 Municipal Staff member: Mike Givens*

*1 Lion member: Marty Young*

*1 Lion member: Ray Tout*

*1 Lion member: Jim Andress*

*1 Public member: Jayme Hewson*

*1 Public member: Laurie Doney*

*1 Council rep: Sherry Burke, (as Chair) appointed*

*1 Council rep: Dan Yake*

**CARRIED**

Council appointed Councillor Sherry Burke and Economic Development Officer to the Fireworks Committee as Township representatives.

**Resolution 2018-048**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report TR2018-002 being a report on debentures and debt servicing costs;*

*AND FURTHER THAT the Council of the Township of Wellington North direct staff to exercise the refundable portion of the 2018 bullet payment of \$808,000 (amortized over the next 5 years);*

*AND FURTHER THAT Council direct staff to revisit debt servicing costs later in 2018 for the 2019 and 2020 bullet payment strategies allowing for Council direction on the debt servicing requirements for the 2019 - 2020 time period to enable future budget preparation initiatives.*

**DEFERRED**

Council directed that a follow up report be brought back to future Council meeting to review options.

**Resolution 2018-049**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Cimco Refrigeration, dated January 18, 2018, regarding refrigeration issues at the Mount Forest Arena;*

*AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve the proposed plan outlined as:*

- 1. Disassembling the glycol/water heat exchanger, cleaned and re-gasketed, at the expense of the municipality estimated to be \$25,000.00 plus HST.*
- 2. The installation of 2 X 75HP compressor motors along with the required starters, wiring, overloads, etc. at the expense of Cimco Refrigeration estimated to be \$35,000.00 plus HST.*

3. *Cimco Refrigeration will provide a service mechanic who will work with Township staff on start up for the upcoming 2018/2019 season at the expense of Cimco Refrigeration.*

**CARRIED**

**Resolution 2018-050**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive, accept and approve Report PW 2018-005 being a consolidated report on the Township's 2017 drinking water annual and summary report;*

*AND FURTHER THAT the Council directs staff to submit the approved report to the applicable agencies and make the report available to the public.*

**CARRIED**

**NOTICE OF MOTION**

No notice of motion tabled.

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Hern provided the following updates:

- Mount Forest & District Chambers of Commerce will meet February 13 to work on a Memorandum of Understanding; which will come to Council to be finalized.
- The Arthur & District Chamber of Commerce has hired Jill Burke as their new administrator.
- She recently attended an open house regarding Green Belt Expansion
- The Upper Grand District School Board is preparing a Long Term Accommodation Plan. Public Engagement Workshops will be held in Palmerston on February 20 and Fergus on February 21.

Mayor Lennox informed Council:

- He recently met with the Arthur Lions Club in January to discuss the proposed BMX park. Another meeting will be scheduled to discuss who does what and location.
- Will be approaching the Arthur Optimist Club to meet to review the Splash Pad Project.
- Bowl For Kids Sake opened February 11. The Council team will participate on March 4 from 12:00 p.m. – 1:00 p.m. at the Mount Forest Bowling Alley

Michael Givens, CAO, provided the following updates:

- Lyons Blacksmith Shop. A draft agreement to purchase has been sent to the solicitor for Krysia Lynes. The committee will need to address the shared well and the removal of an underground fuel tank. Mayor Lennox stated that the Committee is pursuing as a non-profit group for surveying purposes.
- Arthur Waste Water Treatment Plant. A meeting was held on February 7, 2018 with representatives from the GRCA, Ministry of Environment and Climate Change (MOECC) and OCWA present. The design is 50% complete. Estimates are \$7.8 million for phase 1 and \$8.7 million for phase 2. A pre-consultation meeting with

MOECC regarding approvals is set for March 27. The Federation of Canadian Municipalities has been contacted regarding Green Municipal Funds. Mayor Lennox commented that the MOECC has changed service standards for environmental compliance approvals to a one year time line.

## **BY-LAWS**

### **Resolution 2018-051**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT By-law Number 010-18 being a provisional drain repair by-law to provide for the repair of the Wayne Cole Drainage Works be read a Third time and enacted.*

**CARRIED**

Mayor Lennox left the Council Chambers for this portion of the Council meeting as he had previously declared pecuniary interest as it relates property owned by him. Councillor Yake assumed the Chair.

### **Resolution 2018-052**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT By-law Number 015-18 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 65 (Lennox) Drain and to repeal By-law Number 011-18 be read a First, Second and Third time and enacted.*

**CARRIED**

Mayor Lennox resumed the Chair following the passing of the resolution.

### **Resolution 2018-053**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT By-law Number 016-18 being a by-law to amend By-law 053-07 being a by-law to appoint a livestock valuator be read a First, Second and Third time and enacted.*

**CARRIED**

### **Resolution 2018-054**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT By-law Number 017-18 being a by-law to repeal By-law 017-02 being a by-law to appoint Jo-Alan Animal Care Services as Dog Control Officer be read a First, Second and Third time and enacted.*

**CARRIED**

**Resolution 2018-055**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT By-law Number 018-18 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the Development Charges Act. – known as 205 Murphy Street, Mount Forest, ON be read a First, Second and Third time and enacted. (David Clutton and Sharon Clutton)*

**CARRIED****CULTURAL MOMENT****Celebrating the Community of Metz**

Some may think the community of Metz is small, lost in time and archaic - it is anything but!!!! Many activities and events are based at St. Paul's United Church which is 1 of 5 buildings located at the corner of the 3rd Line and Sideroad 25 on the south side of the Township. The community was settled in 1864 and the name Metz was chosen by the government in 1919 when the Post Office was opened. This name was referenced to a battle in World War 1 being fought at the City of Metz in France. Along with a General Store and Post Office, there was a School, Church, Blacksmith Shop, Sawmill and an Orange Lodge. The Church, the same as it stands today was built in 1906 at a cost of \$2,600.00 with the land donated by Peter and Sarah McDougall.

Today there are many events hosted at the church with an invitation to anyone who wishes to make the trip out to the country. The most significant cultural event occurs on the last Saturday of most months (summer off and December) when there is a music night called Coffee House. A house band, called Down Home, gets together to share music and laughs. Recently the band hosted a tribute on Remembrance Day of war songs and stories which included the new Veteran's Book released on that day. In April, there is a church supper when the band again entertains people waiting to go to the basement to eat. They are sometimes reluctant to leave the music but the homemade biscuits and pies will eventually draw them to the food.

One of the most loved events is the last Saturday of September when we gather up our pumpkins, zucchini and squash, take them to Metz for our version of "Pumpkinfest". It is a great day for the family and more information will be available on this event later in the year as we work with the Cultural Roundtable and participate in Wellington North Culture Days from Sept 28<sup>th</sup> – 30<sup>th</sup>. So to the Councillors and community goes the challenge to get your pumpkin plants started indoors in the next couple of months, nurture them and bring the result for the weigh in (tractor and loader is provided) and even if you are not successful, we can give you a pumpkin to test out our catapult when we good heartedly render attack on Centre Wellington! Check out St. Paul's United Church, Metz on facebook to keep informed.

**CONFIRMATORY BY-LAW****Resolution 2018-056**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT By-law Number 020-18 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 February 12, 2018 be read a First, Second and Third time and enacted.*

**CARRIED****ADJOURNMENT****Resolution 2018-057**

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Regular Council meeting of February 12, 2018 be adjourned at 4:10 p.m.*

**CARRIED**

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**CLERK**

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**MAYOR**

SAUGEEN VALLEY  
CONSERVATION  
AUTHORITY

# MINUTES

Conservation through Cooperation

**MEETING:** Authority Annual Meeting  
**DATE:** Tuesday, January 16, 2018  
**TIME:** 1:00 p.m.  
**LOCATION:** Administration Office, Formosa

**CHAIR:** Luke Charbonneau

**MEMBERS PRESENT:** John Bell, Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen, Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday, Sue Paterson, Mike Smith

**ABSENT WITH REGRETS:** Steve McCabe, Andrew White

**OTHERS PRESENT:** Al Leach, Vice President, Saugeen Valley Children's Safety Village  
Wayne Brohman, General Manager/Secretary-Treasurer  
Jim Penner, Manager, Forestry  
Shannon Wood, Manager, Community Relations  
Donna Lacey, Forestry Technician  
Janice Hagan, Recording Secretary  
Guests

Chair Luke Charbonneau called the meeting to order at 1:06 p.m. He welcomed the members and guests to the SVCA Annual Meeting.

**1. Adoption of Agenda**

**MOTION #G18-01**

Moved by Sue Paterson

Seconded by John Bell

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.

Annual Meeting – January 16, 2018

**3. Minutes of the Authority Meeting – December 19, 2017**

**MOTION #G18-02**

Moved by Kevin Eccles

Seconded by Maureen Couture

THAT the minutes of the Authority meeting, held on December 19, 2017 be approved as circulated.

**CARRIED**

**4. Introduction of Guests**

Paul Eagleson, Warden, Bruce County, thanked the Authority for the invitation to bring greetings. He wished the members a successful, busy and prosperous year.

Catherine Dickison, Chair of the Saugeen Valley Conservation Foundation, thanked the Authority for the invitation.

Mitch Twolan, Honourable Mayor, Township of Huron-Kinloss brought greetings from the Township.

Anna Marie Fosbrooke, Honourable Mayor, Township of Southgate, brought greetings from the Township and acknowledged the efforts of the Authority.

Phil Beard, General Manager/Secretary-Treasurer, Maitland Valley Conservation Authority, introduced Jim Campbell, Chair, MVCA. They thanked SVCA for the invitation.

Rebecca Herbert, Councillor, Municipality of West Grey, thanked the Authority for the invitation and encouraged SVCA to continue to focus on the Planning & Regulations department.

David Inglis, Honourable Mayor, Municipality of Brockton, told the Authority that it was a pleasure to be in attendance at the Annual Meeting. He said that he appreciates what the SVCA accomplishes in the watershed, promoting conservation and economic development.

Al Leach, Vice President, Saugeen Valley Children's Safety Village, thanked the Authority for the opportunity to be at the Authority's general meeting.

Dick Hibma, Past Chair, Conservation Ontario, updated the members on key changes to the Conservation Authorities Act. He commended SVCA for their work and encouraged the members to continue to be active in the organization.

John McFee, Constituency Assistant to the Honourable Lisa Thompson, MPP, Huron Bruce, brought greetings from the office. He noted that Ms. Thompson had spoken in the Legislative Assembly of Ontario regarding Bill 139, in support of local control specifically that municipalities should continue to choose Authority appointment.

**Annual Meeting – January 16, 2018**

Paul McQueen, Honourable Mayor, Municipality of Grey Highlands, brought greetings for 2018. He thanked Chair Charbonneau for the invitation to the Annual Meeting.

Tracey Allison, Resources Management Supervisor, Ministry of Natural Resources & Forestry, brought greetings from the Owen Sound Field office. She is looking forward to continuing an excellent relationship with SVCA. She thanked SVCA for the support.

Francis Chua Manager, Environment & Sustainability, Bruce Power, thanked SVCA for the invitation and commended staff for their passion and efforts regarding environmental issues. He told the members that Bruce Power has recommended a number of projects and will be continuing to partner with SVCA. He presented a cheque on behalf of Bruce Power to the Authority in the amount of \$106,000. This is to help offset the environmental impacts of operations including taking water from Lake Huron and cutting of trees for new parking lots. Planned projects include a safe canoe access at Saugeen Bluffs CA, dam removal, EAB eradication, tree planting initiatives, and drone technology.

**5. Chair's Address**

Chair Luke Charbonneau gave the following address:

"It has been my pleasure to serve as Chair of the Saugeen Valley Conservation Authority for the year 2017. We were reminded once again this year of why an agency like the SVCA is needed in our watershed.

On June 23rd, 149mm of rain fell in the Mount Forest area over the course of just 11 hours. This rain event caused significant flooding in the south Saugeen River and in our neighbouring watersheds. SVCA staff stood ready to provide flood warning information to our municipal partners as they managed this, sudden emergency in their communities. Once again our staff went above and beyond to help protect people from the effects of flooding.

This Authority is the best positioned agency in our watershed to monitor the river as it rises and falls, to record those changes and to ensure that people are kept out of harm's way.

We know that a robust SVCA flood warning system is vital to keeping people safe. That is why we have made investments this year in new flood warning software that will better serve our staff, municipal partners and, most importantly, the public.

In 2017, the Director of flood warning and longtime SVCA employee Gary Senior announced that he will be retiring in 2018. Gary's contributions to this Authority and to flood warning in particular have been extensive and he will be deeply missed. That said, I am very pleased that, thanks to Gary's leadership, we are well positioned to ensure that SVCA flood warning will continue unaffected in 2018 and beyond. The public has every reason to expect that this important service will continue to be reliable and even more effective and efficient in the years to come.



**Annual Meeting – January 16, 2018**

A focused and effective SVCA planning and regulations department is also necessary to ensuring that people and property are protected from flooding in this watershed. Our mission to become MORE focused and MORE effective in this area has defined our activities in 2017.

The final adoption of the new Planning and Regulations Policy manual was an important step in setting expectations for our regulations officers. This document is now in force and effect and stands as a tool to allow this, and future, Authorities to further refine the role of our planning department and to hold it to account.

The ongoing development of a comprehensive planning and regulations file tracking system is making our planners more efficient and helping them to focus on making comments and issuing permits rather than on sifting through paper and searching for documents.

The successful completion of new Planning Services agreements with a number of watershed municipalities and the ongoing negotiation of all remaining agreements, is effectively eliminating unnecessary reviews of certain planning applications by this Authority. Through these efforts, we are improving the efficiency of our staff by focusing their knowledge and expertise in areas where they can actually make a difference.

With the final approval of new Teeswater Floodplain Mapping in February, we were able to show how new, detailed floodplain mapping can be created for targeted areas with high development potential and at relatively low cost. This project allowed a regionally important industrial expansion to take place in a way that complies with the SVCA regulation - and is proof positive that this Authority can be a partner in growing our communities when it is being focused and efficient in fulfilling its mandate to protect our watershed.

On top of all of that, our Planning and Regulations Department dealt with over 1,200 individual inquiries, delivered 133 clearances to facilitate the sale of properties, issued 234 Permits, made over 400 planning act comments and resolved 64 of more than 100 identified violations of the regulation. Out of all of this activity, this Authority found cause to deny only 2 of the applications that came before us this year.

It has been a very busy year and we owe our planning and regulations staff our thanks for all of their hard work.

Promoting and carrying out good watershed stewardship is another critical element in keeping flooding and the effects of flooding from putting our citizens and our communities at risk.

In 2017, this Authority planted 65,000 trees in our watershed and, through two property donations, ensured the permanent protection of over 200 acres of forested property in our communities.

We continued to provide education to our agricultural community to help them to preserve soil health and prevent erosion by planting cover crops and we assisted our partners in Grey Highlands in their effort to remove the Markdale Dam and advance our ongoing effort to restore the natural flow of the Saugeen River.

Meanwhile, our friends and partners with the Saugeen Valley Conservation Foundation advanced the message of Conservation through their annual events and promotional activities. At the same time they raised funds which were contributed to conservation activities and to the improvement of SVCA conservation areas.

### **Annual Meeting – January 16, 2018**

This organization is lucky to have an abundance of volunteers and partner organizations helping us to deliver on our mandate. Without the contributions of groups like the foundation much of what we do would not be possible.

It certainly would not be possible to do our important work, protecting property and people without the outstanding efforts of our staff. It is not always easy to be an employee of this Authority BUT once again, in 2017, SVCA staff have gone over and above to serve this Authority and the public. I thank them all for their efforts.

2018 will be another year of change in this organization. Along with the departure of Gary Senior we will also be losing long time Forestry Manager Jim Penner. He has been a fixture of the SVCA and will be missed by his colleagues and by this Authority.

While the departure of these friends and colleagues is truly a loss to the organization, it is also an opportunity for rejuvenation and reinvention. This year will see changes in this organization which I am confident will strengthen it and improve its efficiency and effectiveness going forward.

Our efforts to improve and excel in flood warning, planning and regulatory enforcement and stewardship will continue in 2018. I am excited by the potential to carry on the work that has been started by this Authority and I am looking forward to continuing to work with all of you in 2018.  
Thank you.”

Luke Charbonneau, Chair, SVCA

## **6. Election of Officers**

Luke Charbonneau vacated the chair in favour of Jim Campbell, Chair Pro Tem, who conducted the elections.

### **MOTION #G18-03**

Moved by Stewart Halliday

Seconded by Wilf Gamble

THAT Jim Campbell be appointed as Chair Pro Tem for the purposes of conducting the election of officers for 2018.

**CARRIED**

Jim Campbell declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

### **MOTION #G18-04**

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT Phil Beard and Dick Hibma be appointed as scrutineers for the election of officers.

**CARRIED**

**Annual Meeting – January 16, 2018****Election of Chair**

Jim Campbell called for nominations for the position of Chair for 2018. Kevin Eccles nominated Luke Charbonneau. No further nominations were received.

**MOTION #G18-05**

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Mr. Charbonneau thanked his nominator and agreed to let his name stand for nomination.

**MOTION #G18-06**

Moved by Kevin Eccles

Seconded by Wilf Gamble

THAT Luke Charbonneau be appointed Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election of 1<sup>st</sup> Vice-Chair**

Jim Campbell called for nominations for the position of 1<sup>st</sup> Vice-Chair for 2018. Stewart Halliday nominated Dan Gieruszak. No further nominations were received. Mr. Gieruszak agreed to have his name stand for nomination.

**MOTION #G18-07**

Moved by Luke Charbonneau

Seconded by Barbara Dobreen

THAT the nominations for the position of 1<sup>st</sup> Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

**MOTION #G18-08**

Moved by Maureen Couture

Seconded by Brian Gamble

THAT Dan Gieruszak be appointed as 1<sup>st</sup> Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election of 2<sup>nd</sup> Vice-Chair**

Jim Campbell called for nominations for the position of 2<sup>nd</sup> Vice-Chair for 2018. Wilf Gamble nominated Maureen Couture. No further nominations were received for 2<sup>nd</sup> Vice-Chair.

**Annual Meeting – January 16, 2018****MOTION #G18-09**

Moved by Mike Smith

Seconded by Dan Gieruszak

THAT the nominations for the position of 2<sup>nd</sup> Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Maureen Couture agreed to let her name stand for nomination.

**MOTION #G18-10**

Moved by Barbara Dobreen

Seconded by John Bell

THAT Maureen Couture be appointed 2<sup>nd</sup> Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election to the Position of Member at Large**

Jim Campbell called for nominations to fill the position of Member at Large for 2018. Luke Charbonneau nominated Kevin Eccles to fill the position of Member at Large. No further nominations were received.

**MOTION #G18-11**

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Member at Large of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Kevin Eccles was willing to let his name stand for nomination.

**MOTION #G18-12**

Moved by Luke Charbonneau

Seconded by Stewart Halliday

THAT Kevin Eccles be appointed to fill the position of Member at Large of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

Jim Campbell left the Chair Pro Tem position and Mr. Charbonneau took his place as Chair. He thanked the Authority for the vote of confidence in re-appointing him SVCA Chair for 2018.

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## 7. Presentation – Saugeen Valley Children’s Safety Village

Al Leach, Vice President of the Saugeen Valley Children’s Safety Village gave a presentation to update the members on the Safety Village. He told the members that the renovations to the admin building had been completed. Sidewalks, fencing and curbs have been installed and the roadways are ready for paving in the spring. The SVCSV has obtained sponsorship money and many of the miniature buildings have been built. Professionals have been hired to develop educational programs and booking will begin shortly.

A coffee break was called at 2:24 p.m and the meeting was reconvened at 2:44 pm.

## 8. Matters Arising from the Minutes

### a. Changes to Draft Social Media Policy

Wayne Brohman reviewed the draft Social Media Policy and the changes that had been requested previously by the Authority. The members asked for links to the photography waiver forms be placed in the document. After further discussion the following motion was passed:

### **MOTION #G18-13**

Moved by Maureen Couture

Seconded by Mark Davis

THAT the SVCA Social Media Policy be approved as amended; and further

THAT the Social Media Policy become effective immediately.

**CARRIED**

## 9. Correspondence

- Copy of Letter from Raylene Martell, Director of Council and Legislative Services/Clerk, Municipality of Grey Highlands, regarding the appointment of Stuart Halliday as the SVCA representative was added to the agenda, **noted and filed**.

## 10. Reports

### a. Finance Report

Wayne Brohman, General Manager/Secretary-Treasurer reviewed the Finance report to November 30, 2017 and noted that the year to date revenue is up 26% in the Environmental Planning and Regulations budget. He explained that this was due to the increase in permits. He also noted that the Flood Warning program is behind

**Annual Meeting – January 16, 2018**

in revenue and expenses due to the cost of the WHISKI Hub software which was delayed until December. He pointed out that the campground revenues were higher and expenses lower than budgeted and the campgrounds will show a reasonable surplus for the year. Forestry has awarded tenders for cutting and revenues are higher than forecasted. Wayne told the members that Bruce Power has generously given the Authority \$500,000 for various future projects.

**MOTION #G18-14**

Moved by Barbara Dobreen

Seconded by Mike Smith

THAT the Financial Report to November 30, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$325,143.02 be approved as distributed.

**CARRIED****b. Program Report****MOTION #G18-15**

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT the Program report be adopted as presented.

**CARRIED****c. Planning & Regulations Action Items**

The GM/S-T reviewed the Planning & Regulations Action Items. The Authority members discussed item #4 and the process involved in obtaining flood plain mapping. It was explained that peer group approval was a necessary part of the process. Erik Downing, Manager Planning & Regulations, will address this further at the next Authority meeting. There was no further discussion on this report.

**d. Minutes of the Agricultural Advisory Committee Meeting – September 11, 2017****MOTION #G18-16**

Moved by Dan Gieruszak

Seconded by John Bell

THAT the minutes of the Agricultural Advisory Committee, September 11, 2017 be received as circulated.

**CARRIED****e. Minutes of the Forestry Committee Meeting – February 21, 2017**

The Authority members noted the date of the Forestry Committee minutes and requested that draft committee minutes be received by the members even if they have not yet been approved by the committee.

Annual Meeting – January 16, 2018

**MOTION #G118-17**

Moved by John Bell

Seconded by Sue Paterson

THAT the minutes of the Forestry Committee, February 21, 2017 be received as circulated.

**CARRIED**

**11. New Business**

**a. Committee Appointments**

Appointment to Forestry Committee for 2018

**MOTION #G18-18**

Moved by Maureen Couture

Seconded by Mark Davis

THAT the following members be appointed to the Forestry Committee for 2018:

John Bell, Barbara Dobreen, Brian Gamble, and Sue Paterson.

**CARRIED**

Appointment to the Property & Building Committee for 2018

**MOTION #G18-19**

Moved by Sue Paterson

Seconded by Dan Gieruszak

THAT the following members be appointed to the Property & Building Committee for 2018:

Robert Buckle, Mark Davis, Kevin Eccles, and Stewart Halliday.

**CARRIED**

Appointment to Parks Committee for 2018

**MOTION #G18-20**

Moved by Wilf Gamble

Seconded by John Bell

THAT the following members be appointed to the Parks Committee for 2018:

Maureen Couture, Mark Davis, Kevin Eccles, and Dan Gieruszak.

**CARRIED**

Appointment to Agricultural Committee for 2018

**MOTION #G18-21**

Moved by Robert Buckle

Seconded by Barbara Dobreen

THAT the following three members be appointed to the Agricultural Advisory Committee for 2018:

John Bell, Steve McCabe, and Mike Smith.

**CARRIED**

Annual Meeting – January 16, 2018

Conservation Ontario Council Representatives

**MOTION #G18-22**

Moved by Maureen Couture

Seconded by Barbara Dobreen

THAT the Chair, Vice Chair, General Manager/Secretary-Treasurer serve as the representatives for Saugeen Valley Conservation Authority on the Conservation Ontario council for the year 2018.

**CARRIED**

**12. Other Business**

**a. Planning & Regulations Customer Service Survey Update**

The GM/S-T reviewed several survey submissions. The members discussed the confidentiality of the survey and that some people do not have confidence in using it. It was agreed that this is only one tool of communication. It was requested that the statistics of permits being withdrawn be provided.

**b. Local Newspaper 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 3:50 p.m. on motion of Maureen Couture.

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Luke Charbonneau  
Chair

---

Janice Hagan  
Recording Secretary





# Communiqué



From the desk of:

January, 2018 # 051

## Fire Chief.

1. A meeting was held in Kenilworth on January 3<sup>rd</sup>, 2018 to discuss the on-going pager issues. I believe it was a positive meeting, however we will see what the County of Wellington and MRC does to solve the paging issues in Mount Forest. MRC will provide WNFS with different options to solve the paging issues. One option would be to relocate the Conn Repeater to Mount Forest. Another option would be to add a Repeater in Mount Forest. Arthur, Minto, Mapleton, and Centre Wellington certainly have better pager coverage than Mount Forest. I did advise the group present, that we don't have any Mount Forest firefighters living in Conn. If any member experiences any paging issues or concerns, **PLEASE** advise **ASAP!**
- 2 The annual safety checks have started. P121 and P91 have been completed. The Squads are next up.
3. **REMINDER**, please use your IAM responding!! Your fellow firefighters are counting on you! We need to know who is responding. Hey folks. TRUCK IS THE COMMAND POST. The Captain is the Incident Commander. **The non-users of iam Responding are being identified. Please USE this valuable tool!**
4. Fire Prevention has been extremely busy. **PLEASE** read the Fire Prevention page. Marco is doing an amazing job keeping our community safe!!
5. **WELCOME! Mitch Chouinard and Thomas Holjevac to Station #90.** They began training January 27<sup>th</sup>.

***“Be who you are and say what you feel, because those who mind don't matter,  
and those who matter don't mind”***

**Dr. Seuss**



# Communiqué



## FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to January 31 for the years 2017 and 2018				
	2017		2018	
	<i>Fatal fires</i>	<i>Fatalities</i>	<i>Fatal fires</i>	<i>Fatalities</i>
Ontario fatal fires (except Federal and First Nations properties) from January 1 to January 31.	9	10	6	9
Fatal fires on Federal or First Nations properties from January 1 to January 31	0	0	0	0
Total	9	10	6	9

Respectfully;

Fire Chief



# Communiqué



## January Fire Report 2018

### **ARTHUR STATION:**

The Arthur Station responded to 14 calls for assistance during the month.

### **Practice/ Meetings:**

- Jan 9, 2018 (13) members were present
- Jan 16, 2018 (14) members were present
- Jan 30, 2018 (14) members were present

### **MOUNT FOREST STATION:**

The Mount Forest Station responded to 18 calls for assistance during the month.

### **Practice/ Meetings:**

- Jan 9, 2018 (15) members were present
- Jan 12, 2018 (12) members were present
- Jan 30, 2018 (21) members were present

Respectfully submitted by  
Bill Hieber



# Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	5	Township(1)	6	Town (5)
		Town (3)		Southgate (1)
		Mapleton (1)		
C/O Smoke Alarm			1	Southgate (1)
Hydro Pole Fire			1	Southgate (1)
Possible Structure Fire	2	Township (2)	3	Township (2) Town (1)
Motor Vehicle Collision			4	Southgate (1)
				Township (2)
				West Grey (1)
Fire Alarm	2	Town (2)	2	Town (1) Township (1)
Illegal Burn	1	Town (1)	1	Southgate (1)
Stand by in Kenilworth	1	Township (1)		
Mutual Aid	1	Grand Valley East Luther (1)		
Large Animal Rescue	1	Township (1)		
Brush Fire	!	Township (1)		



# Communiqué



## Fire Prevention/Public Education

### **FIRE SAFETY PRESENTATIONS**

Community Living M.F Firehall  
Victoria Cross P.S. Grades 2 and 3

### **FIRE SAFETY INSPECTIONS**

St.John Catholic School AV  
Victoria Cross P.S. M.F.  
Arthur Christian School AV  
Kenilworth P.S.  
Arthur P.S.  
301 Tucker Street AV  
291 Isabella St. AV  
353 John St. M.F.  
361 John St M.F.  
133 Wellington St.E. M.F.  
189 Main St. S. M.F  
150 Birmingham St. N. M.F.  
9135 Hwy 6 Kenilworth

### **FIRE INVESTIGATIONS**

### **FIRE SAFETY COMPLAINT INSPECTIONS**

7458 Sideroad 3  
7353 Third Line  
7239 Fifth Line

### **FIRE SAFETY PLAN REVIEWS**

St.John Catholic School AV  
Victoria Cross P.S. M.F.  
Arthur Christian School AV  
Kenilworth P.S.  
Arthur P.S.  
OPP training Center

### **VULNERABLE OCCUPANCY FIRE DRILLS**

### **BURN PERMIT SITE INSPECTIONS**

8891 Concession 11

### **BURN COMPLAINTS**

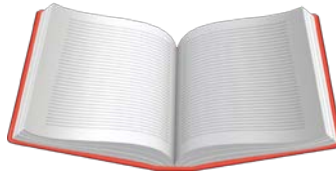


# Communiqué



**“TEST YOURS *TODAY*”**

**“*SAVING LIVES THROUGH EDUCATION*”**



**Please have all monthly reports submitted by the 5<sup>th</sup> of each month to:**

**[fpo@wellington-north.com](mailto:fpo@wellington-north.com)**

Next communiqué will be March 9th, 2018



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057

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

**TO: MAYOR AND MEMBERS OF COUNCIL,  
Meeting of February 26<sup>th</sup>, 2018**

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

**SUBJECT: REPORT EDO 2018-04 COMMUNITY GROWTH PLAN**

#### **RECOMMENDATION**

**That** the Economic Development Officer report EDO-2018-04 dated February 26th, 2018 being a report on 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 Community Growth Plan Final Report as recommended by the Community Growth Plan Steering Committee on February 13<sup>th</sup>, 2018.

#### **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; EDO 2018-02 January 8<sup>th</sup>, 2018

#### **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.

The Township is located within the GGH region and is subject to the related Growth Plan which, along with the PPS, provides provincial direction for managing and directing growth and development. The County Plan provides regional and local planning direction as the upper-tier Official Plan for the County of Wellington and the local Official Plan for Wellington North. Under these plans, population and employment growth forecasts to the year 2041 are established and required to be used for planning purposes. Infrastructure planning may look further beyond 2041.

In March 2017 GSP Group Inc. was retained by the Township of Wellington North to lead us through the process to complete the Community Growth Plan. The Community Growth Plan is comprehensive in nature and builds on and promotes a continued and strengthened community partnership. Community and Stakeholder consultation was a key part of the process and included:

1. Five Steering Committee Meetings were held with the eighteen community leaders, including council, who made up the **Community Growth Plan Steering Committee**. We would like to give this committee a special thank you for their leadership, direction and guidance throughout this process.

Mayor Andy Lennox  
 Councillor Sherry Burke  
 Councillor Lisa Hern  
 Councillor Steve McCabe  
 Councillor Dan Yake  
 C.A.O. Mike Givens

Marianne Christie  
 Paula Coffey  
 Teresa Hutchinson  
 Brett Parker  
 Jim Taylor  
 County Rep Aldo Salis

Jim Coffey  
 James Craig  
 Jim Klujber  
 Julie Silva  
 Murray Townsend  
 Marty Young

2. Four Working Group Meetings were held with the staff who made up the **Community Growth Plan Working Group**. This team worked closely with GSP throughout the program and were the primary points of contact for GSP throughout the process:

Dale Small EDO  
 Dale Clark Roads Department  
 Linda Redmond Wellington County Planning Department

Darren Jones CBO  
 Barry Trood Water Department

3. 240+ people participated through the completion of an on-line survey which was available from the end of August to the middle of October
4. Written comments were received from the Youth Action Council and Upper Grand District School Board and follow-up meetings have also been held with both groups. The UGDSB has just recently launched their Long Term Accommodation Plan and the results of our Community Growth Plan contains valuable information for the UGDSB as they plan for the future as well.
5. 100+ people attended one of the four public meetings/stakeholder engagement sessions. These meetings gave the community a chance to provide input into the plan and to discuss the impacts of growth on our community. These meetings were held across Wellington North as follows:

- September 7<sup>th</sup>, 2017 & January 24<sup>th</sup>, 2018 in Mount Forest
- September 14<sup>th</sup>, 2017 & January 31<sup>st</sup>, 2018 in Arthur

Input from the final two public forums was used to complete the final report which was reviewed with the Community Growth Plan Steering Committee on February 13th. The final report is being presented to Wellington North council this evening for final approval.

**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.



Council passed motions on January 8<sup>th</sup>, 2018 to adopt the following Vision and Goals for Growth:

**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

## STRATEGIES AND INITIATIVES

This section of the Community Growth Plan recommends strategies and initiatives related to growth management, based on the policy directions of the Province and the County, the findings of the background research and consultation, and the themes identified in the Community Vision for Growth and the Growth Management Goals.

*As a note the County is required to initiate a municipal comprehensive review (MCR) to develop a new County Plan, or an amendment to the current County Plan, to comprehensively apply the policies and schedules of the Growth Plan, by July 1, 2022. Recommendations from our Growth Plan that would require further review through a MCR of the County Plan to implement the Growth Plan will be noted in the final report.*

Key recommendations have been prepared under each of the following headings. Further details are contained the Wellington North Community Growth Plan Final Report which will be provided on the Township website once it is approved by council.

**Growth Forecasts and Locations**

**Intensification and Density Targets**

**Housing Strategy**

**Employment Strategy**

**Transportation Strategy**

**Environment & Heritage Conservation Strategy**

**Infrastructure Strategy**

**Community Facilities & Services Strategy**

The Wellington North Community Growth Plan Steering Committee met on February 13<sup>th</sup>, to discuss the various strategies and initiatives and made the motion to adopt the Growth Plan as presented.

## CONCLUSION

The Township of Wellington North is well positioned to experience the significant population and employment growth planned over the next 25 years. Our Community Growth Plan will be a valuable document moving forward to assist in preparing for the planned growth and by providing guidance to manage and direct growth in a manner that contributes to achieving community objectives and promoting positive change and improvement.

The communities of Arthur and Mount Forest are designated as Urban Centres and will be the focus of future growth, with many existing strengths and attributes as complete communities that future growth should build upon and support. The settlement area boundaries, built-up areas, designated greenfield areas, land use designations and related policies for both communities are established in the County Plan. Related targets direct how residential growth will be distributed among intensification in built-up areas and designated Greenfield areas, and the density of development in Greenfield areas.

Full municipal water and wastewater services are available and required for development in both Arthur and Mount Forest. Further investments in infrastructure capacities to accommodate growth are planned in both communities to accommodate future growth and development. Infrastructure and transportation planning should be aligned with future growth, land use and development.

A range of community facilities and services are available within Arthur and Mount Forest to support the needs of the existing population and the need for additional planning to address future growth needs has been identified as a key strategic priority with work currently underway with the **Recreation Master Plan**.

Available residential lands are generally sufficient to address future needs based on the population and housing forecasts; however, potential additional intensification opportunities should be reviewed and identified in developing and evaluating growth scenarios. Potential new intensification strategies that should be considered include:

- Allowing free-standing residential as a permitted use in the CBD designation, as there may be limited demand for commercial in mixed-use buildings with retail on the ground floor and residential above to facilitate development of vacant sites, underutilized sites, and sites with buildings that require significant investment for redevelopment to occur.
- Reframe the Residential Transition Area designation as a Mixed-Use designation with less non-residential range and consider applying it to some locations in Arthur in addition to Mount Forest.
- While the Residential designation allows medium density development subject to a zone change, a Medium Density designation should be considered with minimum and maximum density provisions to promote a broader range of housing and create greater certainty on locations approved for this type of development, particularly among area residents, developers and investors.
- Review and update residential zoning for second units and other infill lot opportunities.

Based on the future growth forecasts and assessment of growth and intensification opportunities, further consideration of local alternatives to the Growth Plan intensification and Greenfield density targets is warranted. Lands available for employment are generally sufficient to meet future needs based on the employment forecasts; however, the distribution of the land among lands designated for industrial, commercial, institutional and other non-residential uses should be reviewed further in developing and evaluating growth options.

The land supply for employment in the Township should be positioned to promote economic diversification, with a focus on the economic sectors and opportunities identified through related economic development initiatives. Consideration should be given to revising the Industrial designation to an Employment designation that provides a greater variety of uses and lot sizes. Alternatively, a new Employment or business designation should be considered. Based on location considerations and in order to maximize flexibility in dealing with emerging market opportunities, designation of a Prime Employment Area may not be appropriate.

The Provincial Guidelines for Permitted Uses in Prime Agricultural Areas (2016) should also be considered as a lens for providing greater flexibility for farm-related and non-farm uses outside of the settlement areas.

Arthur and Mount Forest have significant land areas that are designated as Future Development in the County Plan. Further investigation is required to determine the potential future designation of these areas based on updates to infrastructure plans and other available information.

It will be important to determine if there are additional opportunities for growth in Mount Forest and Arthur that have not been accounted for to help accommodate growth in the coming years. Factors for determining appropriate or primary areas of intensification and growth will include areas that are equipped, or can be equipped, with adequate servicing, access to major transportation routes, public facilities (including recreation facilities, parks, libraries, schools etc.) and access to local and affordable food. All of these elements, together with increase growth of a variety of housing and employment types will contribute to the creation and expansion of complete communities.

Compatibility will also need to be considered. Elements such as environmental hazards and features as well as agricultural, industrial and aggregate areas may need to be avoided so that critical features and resources are protected and new residential development is not being negatively impacted.

There are a number of scenarios that can be reviewed that explore how the residential and employment growth forecasts to 2041 could be planned/"staged" in Wellington North. The next step in the process will be to develop and evaluate these scenarios so that a preferred direction can be recommended on where and how growth should be accommodated in keeping with the requirements of Provincial and County policies as well as the needs and expectations of local residents.

### FINANCIAL CONSIDERATIONS

2017 & 2018 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., totaled \$3,000 and were 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. Expenses as at the end of 2017 were \$44,326 and we expect final billing to be within 5% of the planned amount

### 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 type="checkbox"/> Human Resource Plan	<input type="checkbox"/> Corporate Communication Plan
<input type="checkbox"/> Brand and Identity	<input type="checkbox"/> Positive Healthy Work Environment
<input checked="" type="checkbox"/> Strategic Partnerships	

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Mike Givens*

**DALE SMALL  
ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



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063



**TO: MAYOR AND MEMBERS OF COUNCIL,  
Meeting of February 26<sup>th</sup>, 2018**

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

**SUBJECT: REPORT EDO 2018-05 MUNICIPAL GREEN ENERGY PROGRAM**

**RECOMMENDATION**

**THAT** Report EDO 2018-05 being a report on Wellington North’s Municipal Green Energy Program be received;

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North supports the staff recommendation to work with Arntjen Solar and to submit an application(s) under the Province of Ontario Workplace Electric Vehicle Charging Station Incentive Program. (WEVCIP)

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

EDO 2015-22 June 8<sup>th</sup>, 2015,  
EDO 2016-26 Oct. 3<sup>rd</sup>, 2016

EDO 2015-24 July 13<sup>th</sup>, 2015,  
EDO 2017-23 Nov 6<sup>th</sup>, 2017

**BACKGROUND**

**MUNICIPAL GREEN ENERGY PROGRAM:** Since 2015 The Township of Wellington North has been a supporter of solar and various other green energy projects, has approved a number of Municipal Support Resolutions from landowners and developers and has worked with other developers to bring green energy solutions to our Municipality. Currently we have three initiatives/programs currently underway in support of our Municipal Green Energy program.

- 1) **FEED IN TARIFF (FIT5.0) PROGRAM:** Under this program approval has been received to install a 100kW roof top system at the Mount Forest & District Sports Complex later this year
- 2) **microFIT PROGRAM:** Under this program we hope to obtain approval for a 10kW roof top system to be installed at two Municipal locations. Currently waiting for approval from the IESO.

The remainder of this report talks to the two initiatives we have underway in support of Green Energy Electronic Vehicle Charging Stations:

### **3.1 ELECTRONIC VEHICLE CHARGING STATIONS**

Through the Province of Ontario's Green Investment Fund Wellington North was successful in 2016 in obtaining funding for the installation of Electronic Vehicle Charging Stations in Arthur and Mount Forest. These charging stations have now been in operation for almost one year. Quarterly usage reports from Arntjen Solar are as follows.

	MOUNT FOREST			ARTHUR		
	April – Jun	July – Sept	Oct – Dec	April – Jun	July – Sept	Oct – Dec
Number of sessions	34	30	41	25	38	23
Energy used (kWh)	261.56	321.86	483.44	375.27	439.15	215.38

From a revenue perspective revenue is generated through a charging fee. Our charging fees are consistent with the fees Arntjen has established at all their locations as follows:

- Level 2 charging station; first 5 minutes free and then .05 cents per minute plus HST
- Level 3 charging station; .28 cents per minute plus HST

From an expense perspective, in addition to the energy expense, Chargepoint the service provider takes off a 10% billing fee from all revenue generated to cover payment processing, etc. Based on our agreement with Arntjen Solar the net income/ expense generated from the Charging Stations is then split evenly 50/50.

We are currently finalizing the revenue and expense calculations with Arntjen Solar however we are quite pleased with the usage and revenue generated to date

- 2<sup>nd</sup> quarter usage was 636.83 kWh, revenue was \$172.28 and expense was \$366.80
- 3<sup>rd</sup> quarter usage was 761.01 kWh, revenue was \$286.23 and expense was \$280.45
- 4<sup>th</sup> quarter usage was 698.82 kWh, revenue was \$321.88 and expense was \$366.07

We will continue to work with Arntjen Solar on signage as well as obtaining a better understanding around some of the expense fluctuations however in 2017 our partner has absorbed the net expense/loss.

### **3.2 WORKPLACE ELECTRONIC VEHICLE CHARGING STATION INCENTIVE PROGRAM (WEVCIP)**

The Government of Ontario continues to promote ways to increase the number of electronic vehicle charging opportunities in Ontario. The WEVCIP program is designed to support employers and commercial building owners who wish to install level 2 EV charging stations for their employees or workplace tenants.

Under this program the Province will provide 80% of the initial costs up to a maximum of \$7,500 per approved charging space. The program began accepting applications on January 16<sup>th</sup> and applications are reviewed and processed in the order they are received. Arntjen Solar has offered to apply for funding on our behalf for chargers at the Mount Forest & District Sports Complex, Kenilworth Municipal Office and Wellington North Power building.

We value the relationship we have established with Arntjen Solar and all the support they have provided to the Township of Wellington North in assisting us with our Municipal Solar Program. We also appreciate them applying on our behalf as they are very aware of the program and information requirements of the province. Having a charging station in the parking lot of our Municipal Office and Sports Complex would also allow us to consider electric options with future Municipal vehicle purchases. At the same time when the charging station is not being used by employees they can be used by the Public.

Looking to the future we believe there will be more and more electric vehicles and Wellington North will be well positioned to service them. At the same time, through our partnership with Arntjen, we will have established the infrastructure with very minimal up-front costs.

### FINANCIAL CONSIDERATIONS

The approximate cost of \$19,000 for the three WEVCIP locations would be eligible for 80% funding to a maximum of \$15,000. The remaining \$4,000 in expense will be covered from within the 2018 Economic Development budget

Council is also reminded that excluding the potential impact of net-metering, revenue potential to Wellington North over the 20 years of the FIT5.0 contract is upwards to \$100,000.

### STRATEGIC PLAN

This report relates directly to the implementation of many of the Wellington North Strategic Plan objectives. Particularly our objectives to, *enhance Strategic Partnerships*

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

Yes                       No                       N/A

Which pillars does this report support?

**X Community Growth Plan**

Human Resource Plan  
Brand and Identity

**X Strategic Partnerships**

Community Service Review

Corporate Communication Plan

**X Positive Healthy Work Environment**

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Michael Givens*

**DALE SMALL  
ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

# CALL TO ACTION - FIRE MEDIC PROTECTION NEEDED FOR MUNICIPAL GOVERNMENTS

February 2, 2018

There is only a narrow opportunity before the provincial election for municipal governments to get legislated protection from arbitrators imposing fire medic pilots or programs on unwilling municipalities. This legislative opportunity is having this protection included in the upcoming Budget Bill expected in March or April 2018.

Bill 160, the *Strengthening Quality and Accountability for Patients Act*, is now law without the legislative amendments AMO and its members demanded to be included. The Province may assume that this issue has gone away with the legislation now in place.

It has not and now the risk is more dire. We need your voice now to secure these legislative changes before the House rises this spring. The window for any new legislation is closing soon - the Budget Bill is likely our last chance.

Please review and support the attached draft resolution. Please send it immediately to the Premier, and copy the Ministers and your local MPP. (See contacts below that will help you do this).

Your strong voice and support on this significant issue is needed and welcome.

Who to send resolution to:

- a) Office of the Premier, Honourable Kathleen Wynne
- b) Minister of Health and Long Term Care, Honourable Dr. Eric Hoskins
- c) Minister of Community Safety and Correctional Services, Honourable Marie-France Lalonde
- d) Minister of Labour, Honourable Kevin Flynn
- e) Minister of Municipal Affairs, Honourable Bill Mauro
- f) Your local MPP
- g) AMO, AMO President.

---

## Draft Fire Medic Resolution for Council's Consideration February 2, 2018

**WHEREAS** Bill 160, the *Strengthening Quality and Accountability for Patients Act* amended the *Ambulance Act* to permit the Ministry of Health and Long Term Care to enable two pilot projects hosted by willing municipal governments to allow fire fighters, certified as paramedics, to treat patients while on duty with a fire department; and

**WHEREAS** the Government of Ontario is committed to proceeding with the pilots and enabling the fire-medic model despite the absence of objective evidence to show that it would improve patient outcomes or response times; and

**WHEREAS** the current interest arbitration model, particularly in the fire services sector, allows arbitrators to impose awards on unwilling employers that directly impact the employer's ability to determine how it will deploy its



workforce, as evidenced by the experience of many municipalities in regards to the 24-hour shift; and

**WHEREAS** in the absence of legislative protection, unwilling municipalities may be forced to enter into a pilot or adopt a fire-medical model as a result of interest arbitration; and

**WHEREAS** the Association of Municipalities of Ontario and its municipal members have called on the Government of Ontario to introduce legislative amendments to the *Fire Protection and Prevention Act, 1997* and the *Ambulance Services Collective Bargaining Act* to preclude arbitrators from expanding the scope of work for fire fighters and paramedics respectively through interest arbitration awards; and

**WHEREAS** there is precedent for a restriction on the scope of jurisdiction of arbitrators in section 126 of the *Police Services Act* which precludes arbitrators from amending the core duties of police officers; and

**WHEREAS** the Government of Ontario has committed that no unwilling municipal government will have a fire-medical pilot or program imposed upon them.

**NOW THEREFORE** be it resolved that:

1. The [insert municipality name] calls on the Government of Ontario to act immediately so that legislative amendments, that will protect unwilling municipalities from being forced by arbitrators to have a fire medical pilot or program, are placed within the upcoming Budget Bill before the Ontario Legislature rises for the provincial election.
2. A copy of this resolution be forwarded to Premier Kathleen Wynne, Office of the Premier; Hon. Dr. Eric Hoskins, Minister of Health and Long Term Care; Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services; Hon. Kevin Flynn, Minister of Labour, Hon. Bill Mauro, Minister of Municipal Affairs; [local members of provincial parliament]; and the Association of Municipalities of Ontario.

## CONTACT

Monika Turner  
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Good Morning Karren,

On behalf of Wellington-Dufferin-Guelph Active & Safe Routes to School (WDG ASRTS), we would like to wish you a Happy New Year!

With the new year comes new opportunities, this year in particular, for active travel to school. Green Communities Canada will be issuing [a grant for the Ontario Active School Travel project](#). With funding from the Ontario Ministry of Education, the three-year project will deliver a provincial framework to expand opportunities for walking, cycling, and other active transportation on the trip to and from school.

WDG ASRTS intends to apply for the grant in order to support school travel planning across the region. School travel planning is a process that brings together school and community stakeholders to address transportation issues and increases active modes of school travel. In order to support the application, we would like to showcase the communities that have previously completed school travel planning. **Since one of North Wellington's schools has been involved in school travel planning previously, we are requesting a letter of support for our application.** We can provide a draft letter that you could edit and complete as preferred.

Please let us know if this is possible and we can discuss timelines. Also, please let us know if you have any questions or concerns.

Thank you for considering our request or forwarding it to the appropriate person to consider.

Sincerely,  
Benita van Miltenburg & Brianne Petrina  
Co-Chairs of WDG Active & Safe Routes to School

**Brianne Petrina, MSc, BA(Hons)**  
*Health Promotion Specialist*  
*Healthy Communities & Public Policy*  
Wellington-Dufferin-Guelph Public Health  
160 Chancellors Way  
Guelph ON N1G 0E1  
Phone: 1-800-265-7293 ext. 4217

February 08, 2018

Ontario Active Travel Fund  
Active & Safe Routes to School  
Green Communities Canada  
416 Chambers Street, 2<sup>nd</sup> Floor  
Peterborough, ON  
K9H3V1

**RE:** Wellington-Dufferin-Guelph Active & Safe Routes to School Grant Application

To Whom It May Concern:

The Township of Wellington North would like to confirm its support for the Wellington-Dufferin-Guelph Active and Safe Routes to School (WDG ASRTS) Committee's application for funding to the Ontario Active Travel Fund, hosted by Green Communities Canada. WDG ASRTS plays a valuable role supporting school children and parents in the choice to use active and sustainable modes of travel during daily school trips. Providing opportunities for active travel supports the physical and mental wellbeing of our community members, and utilizing sustainable modes of transportation reduces negative impacts on our local environments. These goals are particularly important to us as they relate to school zone health and safety, as such we support targeted work being completed in this area.

The WDG ASRTS Committee supports our community in a variety of ways, including but not limited to the following:

- Hosting local events, such as Walk to School Day
- Completing School Travel Plans at various locations throughout Wellington, Dufferin and Guelph including Victoria Cross Public School located in the Township of Wellington North
- Engaging with students, parents and teachers
- Collaborating with various partners such as Wellington-Dufferin-Guelph Public Health, Wellington-Dufferin Student Transportation Services, Public and Catholic District School Boards, and the City of Guelph. Stakeholder partnerships are paramount to improving relationships, communication and opportunity.
- Researching and strengthening policies and best practices appropriate to the context of our community

This letter represents the Township of Wellington North's commitment to this initiative, as it aligns with strategies and policies such as our [Official Plan], [Transportation Master Plan], and/or [Development Plan]. Our municipality supports the work of WDG ASRTS and will be open to opportunities to collaborate, as they arise.

Sincerely,

**Click to insert sender's name**, Click to insert sender's title  
Click to insert sender's division, **Click to insert sender's department**  
Location: Click to insert sender's location

Green Communities Canada

[Click to insert date](#)

RE: WDG ASRTS Committee Ontario School Travel Fund Grant Application

Page 2 of 2

**T 519-Click to insert sender's telephone number x Extension**

F 519-Click to insert sender's fax number

**E Click to insert sender's email address**

**#GetInTouchForHutch**

8648 Sideroad 3  
Arthur, ON NOG 1A0

Wellington North Mayor: Andy Lennox and Wellington North Council

Kenilworth, ON NOG 2E0

Subject: Requesting Approval for the 2018: 1 & 5 Kilometer Run in memory of Steven Hutchison (#GITFH)

---

I am working with friends: Stuart & Myrna Hutchison and Committee members to organize the annual; 1K and 5K run in combination with the Arthur Optimist July 1<sup>st</sup> Canada Day week-end festivities. As mentioned in the subject line, this run would be in memory of Stuart and Myrna's son, Steven. All funds raised will be donated to mental health/suicide awareness and prevention.

The Arthur Optimist Club has once again agreed to this, as part of their Canada Day celebrations.

Attached are copies of the 1K and the 5K running/walking routes. **They remain the same as last year – we will head down Tucker street at the first of the race/walk route-so that near the end, there is no up-hill climb.** Neither route crosses Highway #6, as we do not wish to deviate major traffic on a long week-end.

This event would begin at 9:30 am on Saturday, June 30 and end with a light lunch at the pavilion at approximately 11:30 am.

Should you require any additional information, please do not hesitate to contact me. I can be reached at my work place (7:30 – 4pm) daily by phone 519-824-4400, ex 302234, or via email: [susan\\_oneill@cooperators.ca](mailto:susan_oneill@cooperators.ca), or my home phone after 5pm: 519-848-2903.

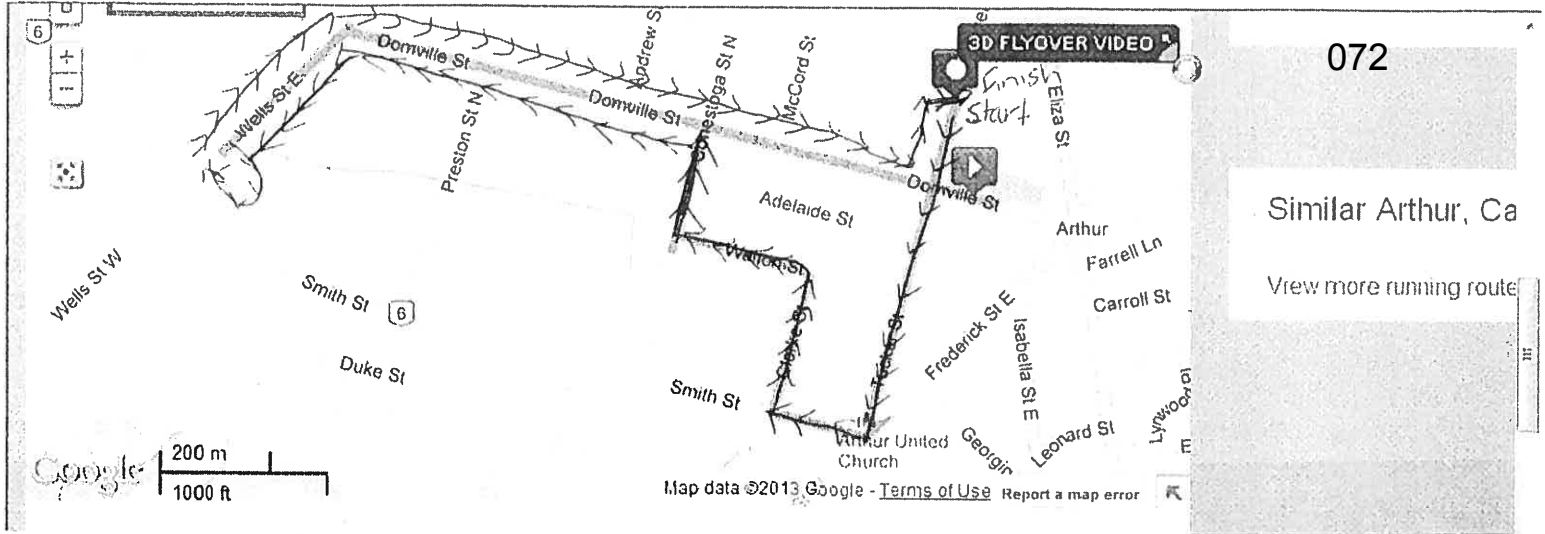
Yours in volunteerism,

Susan O'Neill 

180 Walton Street

Arthur, ON NOG 1A0

February 8, 2018



072

Similar Arthur, Ca

[View more running routes](#)

**#GITFH 2018 5K Route (the same as 2017)**

BEGIN from the Optimist Pavillion/B Ball Diamond, Arthur Community Centre;

Head out to Tucker Street and continue down Tucker on the SIDEWALK

Turn Right at the bottom of Tucker Hill @ the United Church and head north on Smith Street

Turn Right at Arthur Travel onto Clarke Street

Turn Left at Walton Street and continue on SIDEWALK to Conestoga Street

Turn right at Conestoga Street

Turn left onto Domville Street

Turn left onto Wells street

Turn around in the lower laneway of (Old Liquidation King)

**RETURN ROUTE**

Turn right onto Wells Street

Turn right onto Domville Street

Turn left at Tucker Street

Turn right into the laneway to return to the Optimist Pavillion

1K Route remains on the arena grounds and walks around the "track" twice returning to the Pavillion



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF FEBRUARY 26, 2018**

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

**SUBJECT: REPORT CLK 2018-011 BEING A REPORT ON RESTRICTED  
ACTS (LAME DUCK)**

**RECOMMENDATION**

**THAT** the Council of The Corporation of the Township of Wellington North receive Report CLK 2018-011 being a report on Restricted Acts (Lame Duck);

**FURTHER THAT** the Council directs the Clerk to prepare a by-law prior to Nomination Day (July 27, 2018), delegating authority to the Chief Administrative Officer from July 27, 2018 to December 3, 2018 to:

- The appointment or removal from office of any officer of the municipality;
- The hiring or dismissal of any employee of the municipality;
- The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- Making any expenditures or incurring any other liability which exceeds \$50,000.

**FURTHER THAT** the by-law shall come into force only in the event when determined by the Clerk with certainty that less than 75% percent of the current members of Council will be returning to sit on the new Council after Nomination Day of the 2018 Municipal Elections

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

N/A

<b>BACKGROUND</b>
-------------------

A specific amendment to the *Municipal Elections Act* through Bill 181 impacts the change in the Nomination Period for candidates for the 2018 Municipal Election from January 1 to **May 1, 2018**. The Nomination Day (deadline) is now **July 27, 2018 from 9:00 AM to 2:00 PM** rather than the former September deadline time period. This amendment means that Council could be in a 'Lame Duck' position longer than in previous elections.

In summary of the above information, the 2018 Municipal Election could have a longer 'Lame Duck Period' than in the past, which provides the importance of preparing a by-law delegating certain powers to the Chief Administrative Officer pursuant to Section 275 of the *Municipal Act, 2001*.

The determination of whether Council is in a restricted position, also known as a 'Lame Duck' Council, occurs twice during the election process.

- a) **Between July 27th, 2018 to October 22, 2018-** The determination shall be based on the 2018 nominations that have been certified by the on July 27, 2018. If less than three-quarters of the existing Council members are not running for the restrictions set out in the *Municipal Act, 2001*, will apply; and
- b) **Between October 22nd 2018 to November 30th, 2018-** If the election results in less than 75% of the incumbent Council members returning to Council, the restrictions set out in the *Municipal Act, 2001*, will apply.

The following is a brief summary of the restricted acts:

**Restrictions**

1. The appointment or removal from office of any officer of the municipality;
2. The hiring or dismissal of any employee of the municipality;
3. The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
4. Making any expenditures or incurring any other liability which exceeds \$50,000.

Exceptions to clauses 3 and 4 above do not apply if the disposition or liability was included in the most recent budget adopted by the Council before Nomination Day of the 2018 Municipal Election.

**Land Matters:**

Pursuant to Section 275(3)(c), a municipality can close a real estate transaction during the 'Lame Duck' period only if the Council passed a by-law approving the execution of the agreement of purchase and sale in advance of the 'lame duck' period.



**Expenditures:**

A contract could be awarded by a 'Lame Duck' Council in excess of \$50,000 so long as the amount was included in the approved 2018 annual budget. However, the 'Lame Duck' Council would not be able to award a contract, if the amount of the tender or bid exceeds the amount included in the budget.

**Emergencies:**

Pursuant to Section 275(4)(4.1) which states that nothing in this section 275 of a 'lame duck' Council under the restrictions, there is nothing that prevents a municipality from taking any action in the event of an emergency within the Municipality.

**Delegation of Authority:**

Section 275(6) provides that the authority of a municipality can be delegated to a person or body prior to Nomination Day for the election of the new Council.

If there is a 'Lame Duck Council' declared, pursuant to Section 6 of the MEA, the Term of Office Commences for the newly elected Council at the Inaugural meeting on December 3, 2018 and is deemed organized when quorum of members have taken declaration of Office and the Delegating Authority by-law is deemed to be expired.

<b>FINANCIAL CONSIDERATIONS</b>
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There are no financial implications by receiving this report.

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

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

Yes                       No                       N/A

Community Growth Plan  
 Human Resource Plan  
 Brand and Identity  
 Strategic Partnerships

Community Service Review  
 Corporate Communication Plan  
 Positive Healthy Work Environment

Passing a delegation of authority by-law ensures continuity of operations.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Karren Wallace</i>	<i>Michael Givens</i>
<b>KARREN WALLACE DIRECTOR OF LEGISLATIVE SERVICES/CLERK</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF FEBRUARY 26, 2018**

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

**SUBJECT: REPORT CLK 2018-010 BEING A REPORT ON COUNCIL  
MEETING SCHEDULE FOR 2019**

#### **RECOMMENDATION**

**THAT** the Council of The Corporation of the Township of Wellington North receive Report CLK 2018-010 being a report on Council meeting schedule for 2019 for information.

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

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

#### **BACKGROUND**

In order to facilitate early planning as 2018 is an election year, please find attached the 2019 Council meeting dates. It is necessary to establish the dates so notice can be provided to candidates running in the municipal election

Depending on Council attendance at the Ontario Good Road's Association conference and the Rural Ontario Municipalities Association conference, there may be an issue with quorum for one meeting in January and one meeting in February.

#### **FINANCIAL CONSIDERATIONS**

There are no financial implications by receiving this report.

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

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

Yes                       No                       N/A

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

By setting out the 2019 Council meeting dates early, it gives staff, Council, candidates and the public adequate time to plan their personal and corporate schedules.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Karren Wallace</i>	<i>Michael Givens</i>
<b>KARREN WALLACE DIRECTOR OF LEGISLATIVE SERVICES/CLERK</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>



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## 2019 COUNCIL MEETING SCHEDULE

(subject to change)

MEETING	DATE	COMMENCING
Council	Monday, January 14	2:00 p.m.
ROMA Conference – January 20 - 22		
Council	Monday, January 28	7:00 p.m.
Council	Monday, February 11	2:00 p.m.
Family Day – February 18		
OGRA Conference February 24 – 27		
Council	Monday, February 25	7:00 p.m.
Council	Monday, March 11	2:00 p.m.
Council	Monday, March 25	7:00 p.m.
Easter Weekend April 19 - 22		
Council	Monday, April 8	2:00 p.m.
Council	Tuesday, April 23	7:00 p.m.
Council	Monday, May 13	2:00 p.m.
Victoria Day – May 20		
Council	Tuesday, May 21	7:00 p.m.
Council	Monday, June 3	2:00 p.m.
AMCTO Conference June 10, 11, 12		
Council	Monday, June 24	7:00 p.m.
Canada Day – office closed July 1		
Council	Monday, July 8	2:00 p.m.
Council	Monday, July 22	7:00 p.m.
Civic Holiday – August 5		
Council	Monday, August 12	2:00 p.m.
AMO Conference August 18 - 21		
Council	Monday, August 26	7:00 p.m.
Labour Day – September 2		
Council	Monday, September 9	2:00 p.m.
Council	Monday, September 23	7:00 p.m.
October 14 - Thanksgiving		
Council	Tuesday, October 15	2:00 p.m.
Council	Monday October 28	7:00 p.m.
Remembrance Day – office closed November 11		
Council	Tuesday, November 12	2:00 p.m.
Council	Monday, November 25	7:00 p.m.
Council	Monday, December 16	2:00 p.m.
Christmas Day – December 25		



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**TO: MAYOR AND MEMBERS OF COUNCIL  
Meeting of February 26, 2018**

**FROM: TOWNSHIP OF WELLINGTON NORTH, JOINT HEALTH & SAFETY  
COMMITTEE**

**SUBJECT: REPORT JHSC 2018-001 BEING THE 2017 ANNUAL REPORT  
ON THE ACTIVITIES OF THE WELLINGTON NORTH JOINT  
HEALTH & SAFETY COMMITTEE**

#### **RECOMMENDATION**

**THAT** Report JHSC 2018-001 being the 2017 annual report on the activities of the Wellington North Joint Health and Safety Committee be received for information.

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

Joint Health & Safety Committee, Annual Report HHSC 2017-01 Administration and Finance Committee

#### **BACKGROUND**

The Township of Wellington North and its' employees have established a Joint Health & Safety Committee under the Occupational Health & Safety Act. The Committee consists of seven representatives, 3 Management representatives and 4 Worker representatives.

This committee met on the fourth Thursday of each month to:

- Review any workplace inspections performed. There are 16 workplaces to be inspected quarterly and 21 workplaces to be inspected in April & July.
- Review any accidents or incidents that have occurred.
- Review Hazard/Risk Assessment Forms submitted.
- Make recommendations to aid in maintaining the safety of all workers.
- Provide annual reviews of any Township Policies & Procedures, regarding worker safety.
- Keep up to date on the OH&S Act & Regulations.

In 2017 the Joint Health & Safety Committee:

- Did quarterly inspections, resulting in the inspection of 12 workplaces; totaling 24 inspections (see “*Schedule A*” following for details.) They corrected safety risks as they went or made recommendation when required, to keep staff safe. See Schedule “A” attached
- Total Recommendations made in 2017: **19**; Total Current Outstanding Items: **0**.
- Reviewed a total of 3 Incident or Accident reports received. One recommendation was made as a result.
- Continues to review and make recommendations when Hazard Risk Assessments are submitted.
- Drafted and distributed signs for the Kenilworth Administration Office and each of the Public Works Yards to outline a guideline for procedure in case of an emergency in the work place.
- Reviewed the indoor Air Quality Assessment report for the Kenilworth Administration office. No further action was required.
- Received information that the Township was granted a credit on WSIB premiums of \$2,125.82 for 2016. This was issued by WSIB through their NEER program, which was created to reward employers whose injury/illness performance is better than expected for the industry.
- Reviewed the draft “minimal scents in the workplace policy”.
- Followed up on staff training for 1<sup>st</sup> Aid.
- Reviewed a Working Alone Policy they received from the Town of St. Marys. Committee members compiled a list of times when staff would work alone, including any controls in place. These items were then added to the Hazard/Risk Assessment Forms for all staff to be able to review.
- Purchased insulated tote bags for all staff and council in recognition of safety in the workplace.
- Reviewed and set the 2018 Budget for the Joint Health & Safety Committee.
- Reviewed and set the 2018 Meeting & Inspection dates for 2018. See Schedule “B” attached. Note: Committee approved meetings to be held 6 times/yr instead of 12.
- Six members of the Committee attended the Partners in Prevention Conference in October at Bingemans in Kitchener. They each attended various seminars regarding Health & Safety and reported information gathered back to the Committee. Refer to report JHSC 2018-002, submitted by Laura Rooney on behalf of the committee.
- Renewed the Township subscription to “Comfort Zone”. This monthly e-magazine provides safety information for all; including work and home. The magazine is distributed by email to all staff and Council and a printed copy is provided for all workplace lunchrooms.

Looking towards 2018; the Joint Health & Safety Committee plans to continue reviewing policies, including the Occupational Health & Safety Policy. They will also continue to promote training in the workplace, including Wellness and Mental Health Awareness by working in conjunction with the Wellness Committee.

### FINANCIAL CONSIDERATIONS

There are no financial implications in receiving this report. The committee has a annual budget which is approved by Council.

### 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
  Community Service Review  
 Human Resource Plan
  Corporate Communication Plan  
 Brand and Identity
  Positive Healthy Work Environment  
 Strategic Partnerships

This report relates directly to the implementation of the Township of Wellington North Strategic Plan, in particular by providing a Positive Healthy Work Environment where employees are made to feel safe. It also provides a forum for staff to discuss any safety issues they may have.

**PREPARED BY:**

**RECOMMENDED BY:**

*Tammy Pringle*

*Michael Givens*

**TAMMY PRINGLE  
SECRETARY JHSC**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

## SCHEDULE "A"

2017 Health & Safety Committee Inspections

	<b>JANUARY</b>	<b>APRIL</b>	<b>JULY</b>	<b>OCTOBER</b>	<b>NOVEMBER</b>
Arthur & Area Aquatic Centre	Not Applicable	Not Applicable		Not Applicable	Not Applicable
Arthur Community Centre		April 18, 2017 George L. & Karren W		September 19, 2017 Andy M. & Norm M.	November 8, 2017 Karren W. & Tammy P
Arthur Cenotaph Park	Not Applicable	Not Applicable			Not Applicable
Arthur Parks	Not Applicable	Not Applicable			Not Applicable
Pioneer Cemeteries	Not Applicable				Not Applicable
Arthur Water Treatment Plant		April 18, 2017 George L. & Karren W		September 19, 2017 Andy M. & Norm M.	November 8, 2017 Karren W. & Tammy P
Arthur Wells #7 & 8		April 18, 2017 George L. & Karren W		September 19, 2017 Andy M. & Norm M.	November 8, 2017 Karren W. & Tammy P
Arthur Works Yard		April 18, 2017 George L. & Karren W		September 19, 2017 Andy M. & Norm M.	
Conn Pavilion	Not Applicable				Not Applicable
Damascus Hall					
Kenilworth Admin. Office	January 20, 2017 Karren W & Tammy P		Under Construction		
Kenilworth Works Yard	January 20, 2017 Karren W & Tammy P		Under Construction		
MF Cemetary	Not Applicable				Not Applicable
MF Sports Complex	February 24, 2017 Andy M & Norm M	May 12, 2017 Andy M & Tammy P			
MF Parks	Not Applicable	May 12, 2017 Andy M & Tammy P			Not Applicable
MF Pool	Not Applicable	Not Applicable		Not Applicable	Not Applicable
MF Water Treatment Plant	February 24, 2017 Andy M & Norm M	May 12, 2017 Andy M & Tammy P			
MF Wells 3, 4, 5 & 6	February 24, 2017 Andy M & Norm M	May 12, 2017 Andy M & Tammy P			
MF Works Yard	February 24, 2017 Andy M & Norm M	May 12, 2017 Andy M & Tammy P			
West Luther Works Yard	January 20, 2017 Karren W & Tammy P	February 24, 2017 Andy M & Norm M			
<b>20 Locations</b>	<b>7</b>	<b>10</b>	<b>0</b>	<b>4</b>	<b>3</b>
<b>Total Inspections Done</b>	<b>24</b>				



**SCHEDULE "B"**  
**WELLINGTON NORTH JOINT HEALTH AND SAFETY COMMITTEE**  
**2018 Meeting Schedule**

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
Thursday, November 23, 2017	tbd	To be Determined
Thursday, January 25, 2018	9:30am	Kenilworth Administration Office
Thursday, March 22, 2018	9:30am	Kenilworth Administration Office
Thursday, May 24, 2018	9:30am	Kenilworth Administration Office
Thursday, July 26, 2018	9:30am	Kenilworth Administration Office
Thursday, September 27, 2018	9:30am	Kenilworth Administration Office
Thursday, November 22, 2018	9:30am	Kenilworth Administration Office

**2018 Inspection Schedule**

<b>Inspection Month</b>	<b>Arthur</b>	<b>Kenilworth / Luther / Damascus</b>	<b>Mount Forest</b>	<b>Reserve</b>
January	Barry & Laura	Andy & Norm	George & Karren	Tammy
April	Karren & George	Barry & Laura	Andy & Tammy	Norm
July	Andy & Norm	Tammy & Karren	George & Barry	Laura
October	Karren & Tammy	Andy & Laura	Norm & Barry	George



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF February 26, 2018**

**FROM: NORM MCLELLAN, JHSC CO-CHAIR  
TAMMY PRINGLE, JHSC MEMBER  
ANDY MORRISON, JHSC MEMBER  
GEORGE LAUGHLIN, JHSC MEMBER  
BARRY TROOD, JHSC MEMBER  
LAURA ROONEY, JHSC MEMBER**

**SUBJECT: REPORT JHSC 2018-002 BEING A REPORT ON THE 2017  
PARTNERS IN PREVENTION CONFERENCE**

### **RECOMMENDATION**

**THAT** Report JHSC 2018-002 being a report on the 2017 “Partners in Prevention” Conference be received;

**AND FURTHER THAT** the Council of the Township of Wellington North commend the Township’s Joint Health and Safety Team on their participation in the corporation’s health and safety program.

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

NA

### **BACKGROUND**

Six members of the Township’s joint health and safety committee attended the Workplace Safety and Prevention Services Southwestern Ontario regional health and safety conference in Kitchener on October 25, 2017.

A copy of the conference agenda is included as Schedule A.

Member's key take-aways were:

1. Always know your responsibility, your duties and who is in charge.
2. Use the 5 Why's of investigation to get to the reason of an incident and the root cause when performing an Incident Investigation.
3. Mental Health key note speaker Micheal Landsberg very informing. Very interesting keynote speaker about mental illness. He shared his story of his own battle with mental illness, as well as other sports figures. Depression can affect anyone, even the most successful athletes.
4. Move or Die – moving around during the day can lighten our mood, shift our perspective and assist in problem solving. Engaging with our body activates our brain. Workers who sit most of their day should move every 30 minutes.
5. High Performing Committees – the company presenting had their employees “own a piece of safety” by having existing staff apply for positions as safety leaders in their departments. By giving these people 1 day per week to focus on Health & Safety training, issues and solutions they gained increased support (without increasing staff), an increase in overall knowledge at the source, and made H&S more relatable through employees' peers.
6. Trauma experiences may cause a person to get stuck in the “flight or fight (high adrenaline)” or “parasympathetic (low adrenaline)” nervous system response. When this happens it is easier to see how, when someone who is stuck in a constant high or low, they may become dependent on using alcohol or drugs to lower or increase their nervous system. Once they try it, it feels good, so they continue to use and become addicted.
7. MOL performed a blitz of work site inspections employeeding Young Workers aged 14-24 because of the high rate of injuries and deaths for these workers. This age group of workers are most likely to perform jobs not wanted to be done by older employees.
8. New policy coming as it relates to support for work related chonic mental stress.
9. Depression is very common and not easy to overcome.
10. MOL Trends in Enforcement: 3 blitzes/year (young workers 14-25yrs old, new workers and older workers), (Slip, trip and fall – keep ice salted and good house keeping around shops and offices) and (Machinery Guards – keep all guards in place at all times).
11. Stress In the Workplace – primary prevention, at the source and early detection.
12. Legalization of Marijuana and the OH&S implications.

13. We were not aware of the board sweeping power the MOL has (ex. MOL can enter your home without warrant if concerns of workplace accident).

<b>FINANCIAL CONSIDERATIONS</b>
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Conference cost was \$1,533.30 plus applicable taxes (\$255.55 per person) for six JHSC team members to attend. This expense was budgeted by JHSC.

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

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

X Yes

No

N/A

Which pillars does this report support?

Community Growth Plan

Community Service Review

Human Resource Plan

Corporate Communication Plan

Brand and Identity

X Positive Healthy Work Environment

Strategic Partnerships

Conferences present an opportunity for team members to network and gain exposure to health and safety best practice in Ontario.

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

*Laura Rooney*

*Michael Givens, CMAA*

<b>LAURA ROONEY JHSC MEMBER</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>
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## Schedule A – Conference Agenda

**WEDNESDAY, OCTOBER 25, 2017**

<b>TIME   EVENT</b>	<b>LOCATION</b>
<b>6:30 – 8:00 am</b> Registration and Breakfast	Marshall Hall
<b>7:00 am – 2:45 pm</b> Trade Show	Marshall Hall
<b>8:00 – 9:00 am</b> <b>MORNING KEYNOTE SPEAKER</b>	Marshall Hall
<b>9:00 – 10:00 am SERIES 1</b>	
MOL Trends in Enforcement: Fines, Charges and Convictions	Ballroom A
High Performing Committees	Ballroom B/C
Where's the Supervisor? Who's Running the Show?	Ballroom E
Move or Die: How the Sedentary Life is Killing Us	Berkley Room
Mental Health is Everyone's Business	Heritage Room
The What and Why of Functional Safety	Phillip Room
<b>11:00 am – 12:00 pm SERIES 2</b>	
Measuring Stress in the Workplace	Ballroom A
High Times: OH&S Implications of Legalizing Marijuana	Ballroom B/C
Working at Heights: Rescue Planning and PPE	Ballroom E
Coaching in the Moment Through Experiential Learning	Ballroom F
Training Millennials in the Workplace	Berkley Room
Incident Investigation: Using the 5 "Why's" to Get to the Root Cause	Heritage Room
Robot Automation & Robot Safety	Phillip Room
<b>12:00 pm</b> Lunch	Marshall Hall
<b>12:30 – 1:30 pm</b> <b>LUNCH KEYNOTE SPEAKER</b>	Marshall Hall
<b>1:45 – 3:45 pm SERIES 3A</b>	
The Escape Room	Ballroom A
Contractor Safety	Ballroom B/C
Managing Addictions: Stress & Mental Wellbeing	Ballroom E
Maybe You Can Teach an Old Dog New Tricks? Adult Learning Principles	Ballroom F
<b>1:45 – 2:45 pm SERIES 3B</b>	
Myths and Misconceptions of Pre-Start Reviews	Berkley Room
Active Shooter: Planning and Response Strategies	Heritage Room
Nanotechnology: The Next Big Thing is Really Small	Phillip Room
<b>2:45 – 3:45 pm SERIES 4</b>	
GHS: Top 10 Challenges on the Road to Implementation	Berkley Room
What's That? I Didn't Hear you: Digital Distraction in the Workplace	Heritage Room
Essentials for a Successful Hearing Conservation Program	Phillip Room



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF FEBRUARY 26, 2018**

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

**SUBJECT: REPORT CLK 2018-009 BEING A REPORT ON DOOR TO DOOR  
SALES IN ONTARIO**

#### **RECOMMENDATION**

**THAT** Report CLK 2018-009 being a report on Door to Door Sales in Ontario be received for information.

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

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

Report CLK 2016-024 being a report on Business Licensing in the Township of Wellington North

#### **BACKGROUND**

O-Regulation 487/17 amends the Consumer Protection Act. Effective March 1, 2018, with certain exemptions, suppliers in the business of door to door sales will be prohibited from soliciting or entering into agreements at a consumer's home for any of the following goods and services:

1. Furnaces
2. Air conditioners
3. Air cleaners
4. Air purifiers
5. Water heaters
6. Water treatment devices
7. Water purifiers

8. Water filters
9. Water softeners
10. Duct cleaning services
11. Any goods or services that are a combination of or that perform the functions of the goods or services listed in 1 to 10 above (e.g., bundles of such goods or services (HVAC)).

O-Reg 487/17 is attached hereto as Schedule "A".

Door to Door sales for the above noted goods and services are prohibited unless:

- the consumer initiates contact with the supplier and has specifically requested that the supplier come to the consumer's home for the purpose of entering into the agreement.

OR

- if the supplier and consumer have a written agreement initiated OTHER than by door to door contact;

Consumer initiated means the consumer makes the original contact by mail, fax, phone, electronic communication, at the suppliers business, market place, auction, trade or agricultural exhibition.

Suppliers will be required to maintain records of that contact for three years from the date of the Restricted Agreement.

Any agreements entered into as a result of door to door sales will be void and unenforceable. The goods or services provided under such void agreements will be deemed unsolicited goods or services under the Act, meaning that the consumer will not be responsible for the use or disposal of the Restricted Goods and Services.

Additionally, the supplier will be responsible for any third party charges the consumer incurs related to the void agreement (e.g., charges related to the removal or return of the goods) and will be liable for reimbursing the consumer for such charges. Consumers will have the right to court action to recover these charges and can set off the amount recovered against any amounts owed to the supplier under any other consumer agreement between the supplier and consumer.

Any money lost by a consumer can be recovered by bringing an application to the courts and obtaining a judgement.

An individual convicted of an offence under this Act is liable to a fine of not more than \$50,000 or to imprisonment for a term of not more than two years less a day, or both, and a corporation that is convicted of an offence under this Act is liable to a fine of not more than \$250,000.





## SCHEDULE A

[HOME PAGE](#) / [LAWS](#) / O. REG. 487/17: GENERAL



[Français](#)

**ONTARIO REGULATION 487/17**

made under the

**CONSUMER PROTECTION ACT, 2002**

Made: November 22, 2017

Filed: December 14, 2017

Published on e-Laws: December 14, 2017

Printed in The Ontario Gazette: December 30, 2017

**AMENDING O. REG. 17/05**

( GENERAL )

**1. Subsection 35 (1) of Ontario Regulation 17/05 is amended by,**

**(a) striking out “Subject to section 35.1” at the beginning; and**

**(b) adding “that is not for a good or service prescribed by subsection 35.1 (1)” after “a direct agreement” in the portion before paragraph 1.**

**2. Sections 35.1, 35.2, 35.3 and 35.4 of the Regulation are revoked and the following substituted:**

**Direct agreements subject to s. 43.1 of Act**

**35.1 (1) For the purpose of subsection 43.1 (1) of the Act, the following goods and services are prescribed:**

1. Furnaces.
2. Air conditioners.
3. Air cleaners.
4. Air purifiers.
5. Water heaters.
6. Water treatment devices.
7. Water purifiers.
8. Water filters.
9. Water softeners.

10. Duct cleaning services.

11. Any goods or services that are a combination of or that perform the functions of the goods or services listed in any of paragraphs 1 to 10.

(2) For the purpose of subsection 43.1 (1) of the Act, a consumer has initiated contact with a supplier and has specifically requested that the supplier attend at the consumer's dwelling for the purpose of entering into a direct agreement for the supply of prescribed goods or services if,

(a) the consumer has initiated communications with a supplier and has specifically requested that the supplier attend at the consumer's dwelling for the purpose of entering into a direct agreement for the supply of prescribed goods or services,

(i) by mail, fax, phone or electronic communication, or

(ii) in person at the supplier's place of business or at a market place, auction, trade fair, agricultural fair or exhibition;

(b) the consumer has,

(i) responded to a communication initiated by the supplier, other than,

(A) a communication made in person at the consumer's dwelling, or

(B) a communication made during a supplier-initiated phone call, and

(ii) specifically requested that the supplier attend at the consumer's dwelling for the purpose of entering into a direct agreement for the supply of prescribed goods or services; or

(c) the following conditions are met:

(i) a written consumer agreement between the consumer and the supplier for a prescribed good or service is in effect,

(ii) the consumer has initiated contact with the supplier for any purpose by any means of communication and has invited the supplier to attend at the consumer's dwelling, and

(iii) during the communication referred to in subsection (ii), the supplier asked the consumer if the supplier could, while at the consumer's dwelling, solicit the consumer to enter into a direct agreement for the supply of prescribed goods or services and the consumer agreed.

(3) For the purpose of subsection 43.1 (1) of the Act, a consumer has not initiated contact with a supplier and has not specifically requested that the supplier attend at the consumer's dwelling for the purpose of entering into a direct agreement for the supply of prescribed goods or services if the supplier has received data, whether directly or indirectly, from measuring or monitoring devices in the consumer's dwelling, unless subsection (2) or (4) applies.

(4) A supplier is exempt from subsection 43.1 (1) of the Act if,

(a) a written consumer agreement between the consumer and the supplier for a prescribed good or service is in effect;

(b) the supplier has initiated contact with the consumer for any purpose by any means of communication, other than communication in person at the consumer's dwelling, and the consumer has invited the supplier to attend at the consumer's dwelling; and

(c) during the communication referred to in clause (b), the supplier asked the consumer if the supplier could, while at the consumer's dwelling, solicit the consumer to enter into a direct agreement for the supply of prescribed goods or services and the consumer agreed.

**Direct agreements subject to s. 43.1 of Act — records**

**35.2** (1) A supplier who enters into a direct agreement with a consumer for the supply of prescribed goods or services after the consumer has initiated contact with the supplier as described in subsection 35.1 (2) shall maintain records of that contact for three years from the date of entering into the agreement.

(2) A supplier to whom subsection 35.1 (4) applies and who enters into a direct agreement with a consumer for the supply of prescribed goods or services after initiating contact with the consumer shall maintain records of that contact for three years from the date of entering into the agreement.

**Direct agreements subject to s. 43.1 of Act — misrepresentative marketing**

**35.3** Despite paragraph 1 of subsection 43.1 (2) of the Act, leaving marketing materials at a consumer's dwelling without attempting to contact the consumer with respect to any prescribed direct agreement constitutes solicitation if the materials contain a false, misleading, deceptive or unconscionable representation for the purposes of sections 14 and 15 of the Act.

**3. Subsection 40 (1.1) of the Regulation is amended by striking out “sections 35.1 to 35.4 of this Regulation apply to it” at the end and substituting “the lease is for a good or service prescribed by subsection 35.1 (1)”.**

**Commencement**

**4. This Regulation comes into force on the latest of,**

- (a) the day section 16 of Schedule 2 to the *Putting Consumers First Act (Consumer Protection Statute Law Amendment), 2017* comes into force;**
- (b) March 1, 2018; and**
- (c) the day this Regulation is filed.**

Français



**From:** Scott Butler [<mailto:scott@ogra.org>]  
**Sent:** January-17-18 4:16 PM  
**To:** Karren Wallace  
**Subject:** OGRA Requests Support for MCEA Process Reform



**ONTARIO  
GOOD ROADS  
ASSOCIATION**

1525 Cornwall Road, Unit 22  
Oakville, Ontario  
L6J 0B2  
Telephone 289-291-6472  
Fax 289-291-6477

Wednesday, January 17, 2018

Karren Wallace  
Director of Legislative Services/Clerk  
Township of Wellington North

Good afternoon Karren:

The following correspondence was sent to your Head of Council earlier this afternoon. OGRA respectfully requests that you please it on your next Council agenda for information.

Regards,

**Scott R. Butler**

OGRA, Policy and Research  
22 - 1525 Cornwall Road, Oakville, Ontario L6J 0B2  
T: 289-291-6472 Ext. 24 C: 416-564-4319 [www.ogra.org](http://www.ogra.org)

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The Ontario Good Roads Association is seeking reforms to the Municipal Class Environmental Assessment (MCEA) process. In its current form the MCEA process has made municipal infrastructure projects longer in duration and more costly. The OGRA Board of Directors encourages all municipalities in Ontario to adopt the following resolution that calls on the Minister of the Environment and Climate Change to accelerate the Application for Review of the MCEA process.

Links to further background information about the Municipal Class Environmental Assessment process can be found below the resolution.

## DRAFT RESOLUTION

**Whereas** a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment process conducted under Part IV (Section 61) of the *Environmental Bill of Rights Act, 1993* (EBR Act);

**And whereas** impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

**And whereas** the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

**And whereas** analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,300 to \$386,500;

**And whereas** the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

**And whereas** in spite of written commitments made by the Ministry of the Environment between 2013-2015, no action has been taken;

**And whereas** local projects that do not have the necessary approvals could lose out on the next intake of Build Canada funding;

**Therefore be it resolved** that Township of Wellington North requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve MCEA process times and reduce study costs;

**And further** that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the MCEA process with processes defined under the *Planning Act*;

**And further** that the Minister of the Environment and Climate Change amend the scope of MCEA reports and studies to reduce duplication with existing public processes and decisions made under municipal Official Plans and provincial legislation.

## BACKGROUND INFORMATION

The following links provide a comprehensive background of the work that the Municipal Engineers Association and the Residential and Civil Construction Alliance of Ontario have done to advance this issue of MCEA reform.

- October 2017 Correspondence from the Municipal Engineers Association and the Residential and Civil Construction Alliance of Ontario to the Hon. Chris Ballard, Minister of the Environment and Climate Change.
- ReNew Magazine editorial examining the need to review the Municipal Class Environmental Assessment process
- The Development Approval Roundtable Action Plan, November 2017
- Meeting Notes from the November 29, 2017 Evolution of the MCEA Workshop.
- The MEA Companion Guide for the Municipal Class Environmental Assessment Manual
- Are Ontario's Municipal Class Environmental Assessments Worth the Added Time and Costs? The 2014 Edition

If you have any questions or concerns, please contact Scott Butler, OGRA's Manager of Policy and Research at 289-291-6472 ext. 24 or via email at [scott@ogra.org](mailto:scott@ogra.org).

Regards,



**Scott R. Butler**

OGRA, Policy and Research

22 - 1525 Cornwall Road, Oakville, Ontario L6J 0B2

T: 289-291-6472 Ext. 24 C: 416-564-4319 [www.ogra.org](http://www.ogra.org)

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

**BY-LAW NUMBER 021-18**

**BEING A BY-LAW TO ESTABLISH THE FEES AND CHARGES  
FOR RECREATION SERVICES PROVIDED BY THE  
MUNICIPALITY**

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

1. **THAT** the fees and charges for recreation services are established as shown in the Schedules attached hereto and forming part of this By-law:
  - Schedule "A" - Arthur and Area Community Centre
  - Schedule "B" - Mount Forest & District Sports Complex
  - Schedule "C" - Aquatic Programs
  - Schedule "D" - Corkage at both Arthur and Mount Forest Complex
2. **THAT** the effective date of the fees and charges is January 1, 2019.
3. **THAT** all fees and charges will be subject to applicable taxes [including but not limited to, Provincial Sales Tax (P.S.T.), Goods and Services Tax (G.S.T.) and 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 Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.



6. **THAT** this by-law shall be known as the "Recreation Fees and Charges By-law".
7. **THAT** this by-law shall come into force on January 1, 2019.
8. **THAT** by-laws 103-16 being a by-law to establish the fees and charges for recreation services provided by the municipality be repealed on January 1, 2019.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2018.**

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**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH  
RECREATION FEES & CHARGES  
SCHEDULE "A"  
ARTHUR AND AREA COMMUNITY CENTRE**

ARTHUR & AREA COMMUNITY CENTRE 150 Domville St.	JANUARY 1 <sup>ST</sup> , 2019	MUNICIPAL STATUTORY HOLIDAY RATES
<b>LOWER HALL</b>		
<b>Stag &amp; Doe</b>	824.00	989.00
Friday to Sunday	626.00	751.00
Monday to Thursday	351.00	421.00
Hourly Rates (Special Events Min. 3 Hours)	62.00	74.00
Tournament Rates (Minor Sports)	248.00	298.00
Extra Set Up & Clean Up Time/Hour	56.00	67.00
<b>UPPER HALL</b>		
Friday to Sunday	284.00	341.00
Monday to Thursday	204.00	245.00
Hourly Rates (Special Events Min. 3 Hours)	38.00	46.00
Tournament Rates (Minor Sports)	204.00	245.00
Local User Groups (Meeting Space when staff available)	N/C	
<b>PAVILION</b>		
One day event	220.00	264.00
Evening Event 5 pm – 1 am	123.00	148.00
Hourly Rate – Minimum of 3 Hours	33.00	39.00
<b>CAMPING (Special Events Only)</b>		
Daily Rate	33.00	39.00
<b>BALL DIAMONDS</b>		
Local Minor Ball per Game – No Lights	37.00	44.00
Adult Rates per Game – No Lights	45.00	54.00
Local Evening Tournament (serviced)	95.00	114.00
Tournaments per Day	145.00	174.00
Tournaments per Day (serviced) *	213.00	256.00
Lights per Game	15.00	

**THE TOWNSHIP OF WELLINGTON NORTH  
SCHEDULE A (continued)  
ARTHUR AND AREA COMMUNITY CENTRE**

<b>ARTHUR &amp; AREA COMMUNITY CENTRE 150 Domville St.</b>	<b>JANUARY 1<sup>ST</sup>, 2018</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>ARENA FLOOR</b>		
Minor Sports per Hour	49.50	59.50
Local Adults per Hour	61.00	73.00
Prime – Friday to Sunday	674.00	809.00
Non Prime – Monday to Thursday	473.00	568.00
Non Resident per Hour	68.00	82.00
<b>ARENA ICE (Prices go up effective June 1<sup>st</sup> annually)</b>		
Minor Sports per Hour	108.00	130.00
Local Adults per Hour	127.50	153.00
Non Resident per Hour	148.00	178.00
Non-Prime (Monday to Friday - 7 a.m. to 3 p.m.)	108.00	130.00
School Rates (Skating)	38.00	
<b>POOL RENTALS</b>		
Arthur & Area Aquatic Centre per Hour	114.00	137.00
School Rates (All Facilities) Hourly	51.00	
<b>CONN PAVILION</b>		
Day Rate (includes a \$5.00 donation)	81.00	
<b>DAMASCUS HALL Bookings done by Betsy Benham 519-848-3120</b>		
Day Rate	80.00	
<b>WALL &amp; BOARD ADVERTISING (Both Arenas) YEARLY</b>		
Wall Advertising per 4' x 8' Ad & 4' x 4'	246.00	
Board Advertising per 4' x 8' Ad & 4' x 6'	367.00 * 599.00	* Lexan included (new customers)
Board Advertising per 4' x 8' Ad – (signs located @ both arenas)	644.00 *1088.00	* Lexan included (new customers)

**THE TOWNSHIP OF WELLINGTON NORTH  
SCHEDULE "B"  
MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2018</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>COMMUNITY HALL</b>		
Stag & Doe	824.00	989.00
Friday to Sunday	626.00	751.00
Monday to Thursday	351.00	421.00
Hourly Rates (Special Events Min. 3 Hours)	62.00	74.00
Tournament Rates (Minor Sports)	248.00	298.00
Lions Club Bingo	184.00	220.00
Seniors Club	17.00/hour	20.50/hour
Shuffle Board	17.00/hour	20.50/hour
Karate	17.00/hour	20.50/hour
Blood Donor Clinic	174.50	
Extra Set Up Time/Hour	56.00	67.00
<b>PLUME ROOM</b>		
Day Rate	220.00	264.00
<b>LEISURE HALL (Upper and Lower)</b>		
Day Rate	220.00	264.00
<b>LEISURE HALL AND PLUME ROOM – HOURLY RATE (Upper and Lower)</b>		
Hourly Rate	38.00	45.00
<b>MEETING ROOM</b>		
Local User Groups (when staff available)	N/C	
All others Rented by Hour	33.00	39.50
<b>WALKING TRACK</b>		
Cost per Use	2.00	
Cost per Month	17.00	

**THE TOWNSHIP OF WELLINGTON NORTH  
SCHEDULE B (continued)  
MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2018</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>CORK STREET PAVILION/CONCESSION</b>		
Evening Event (5:00 p.m. – 1 a.m.)	discontinue	
One Day Event	220.00	264.00
Hourly Rate	33.00	39.00
<b>SOCCER FIELDS</b>		
Hourly Rate	28.50	34.00
Season Rate for Minor Soccer	6,367.00	
Lights on – Charge per Game	20.00	
<b>BALL DIAMONDS</b>		
Local Minor Ball per Game – No Lights	37.00	44.00
Adult Rates per Game – No Lights	45.00	54.00
½ Day Tournament Rates	95.00	114.00
Tournaments per Day	145.00	174.00
Tournaments per Day (serviced) *	213.00	256.00
Lights per Game	15.00	
<b>ARENA FLOOR</b>		
Minor Sports per Hour	49.50	59.50
Local Adults per Hour	61.00	73.00
Prime – Friday to Sunday	674.00	809.00
Non Prime – Monday to Thursday	473.00	568.00
Non Resident per Hour	68.00	82.00
<b>ARENA ICE (Prices go up effective June 1<sup>st</sup> annually)</b>		
Minor Sports per Hour	108.00	130.00
Local Adults per Hour	127.50	153.00
Non Resident per Hour	148.00	178.00
Non-Prime (Monday to Friday - 7 a.m. to 3 p.m.)	108.00	130.00
School Rates	38.00	
<b>SUMMER ICE</b> ( All ice before/including Labour Day)	141.00	169.00

**THE TOWNSHIP OF WELLINGTON NORTH  
SCHEDULE B (continued)  
MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2018</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>STORAGE SPACE (YEARLY)</b>		
Small	241.00	
Large	304.00	
Jr. C – Club Room	598.00	
Score Clock Mount Forest (annual)	399.00	

<b>POOL RENTALS</b>		
Mount Forest Lion Roy Grant Pool per Hour	114.00	137.00
SCHOOL RATES (All Facilities) Hourly	51.00	

**THE TOWNSHIP OF WELLINGTON NORTH**  
**SCHEDULE "C"**  
**Aquatic Programs**

<b>MOUNT FOREST LION ROY GRANT POOL AND ARTHUR &amp; AREA AQUATIC CENTRE</b>	<b>JANUARY 1<sup>ST</sup>, 2018</b>
<b>PROGRAM</b>	
Adult & Tot	62.00
Sea Turtle	62.00
Sea Otter	62.00
Salamander	62.00
Sunfish	62.00
Level 1	62.00
Level 2	62.00
Level 3	62.00
Level 4	62.00
Level 5	68.00
Level 6	68.00
Level 7	68.00
Level 8	73.00
Level 9	73.00
Level 10	73.00
1/2 Hour Private Lesson (Min. of 5 purchases in advance)	28.00
1/2 Hour Semi-Private Lesson (Min. of 5 purchased in advance) (Max. 3 Students)	21.00

<b>MOUNT FOREST LION ROY GRANT POOL AND ARTHUR &amp; AREA AQUATIC CENTRE</b>	
Bronze Medallion & Emergency 1st Aid with CPR B	179.00
Bronze Cross with CPR C	179.00
Swim Team (Non Res Fee does not apply) Min of 18 to run program	68.00
<b>GENERAL ADMISSION (HST Included)</b>	
Children Under 5 – 1 Visit	2.00
Children Under 5 – 20 Visit Pass	31.00
Children Under 5 – Season Pass	46.00
Individual 5 years and over – 1 Visit	3.50
Individual 5 years and over – 20 Visit Pass	61.00
Individual 5 years and over – Season Pass	90.00
Family – 1 Visit	13.00
Family 20 Visit Pass	199.00
Family Season Pass	225.00

**THE TOWNSHIP OF WELLINGTON NORTH  
SCHEDULE "D"  
CORKAGE ARTHUR AND MOUNT FOREST COMPLEX**

<b>CORKAGE (Both Arenas)</b>	<b>2018</b>
7 oz Plastic Cup	\$0.13
14 oz. Plastic Cup	\$0.18
Bag of Ice	\$3.50
2L Bottle of Pop	\$3.10
Wrist Bands	\$0.27



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

**BY-LAW NUMBER 022-18**

**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 WAYNE  
COLE DRAIN**

**WHEREAS**, the actual cost of the drainage works is \$3,096.64;

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

1. **THAT** the an actual cost of the drainage works is \$3,096.64 which is prorated as outlined in Appendix "A" attached hereto and forming part of this By-law.
2. **THAT** this By-law shall come into force and take effect upon the final passage hereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 26th DAY OF FEBRUARY, 2018.**

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**ANDREW LENNOX MAYOR**

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**KARREN WALLACE, CLERK**

**SCHEDULE A - SCHEDULE OF ASSESSMENT  
WAYNE COLE DRAIN REPAIR  
TOWNSHIP OF WELLINGTON NORTH**

Con	Lot	Roll No.	1980 Owner	Current Owner	1980 Assess.	Repair Assess.	1/3 Grant	NET ASSESS.
<b>Township of Arthur</b>								
8	S½ 26 & WPt 27	10-082	W. Cole		2,272.00	553.89	184.63	369.26
8	E Pt 27	10-084	J. Gross		295.00	71.92	23.97	47.95
9	SE¼ 25	10-088	R. Little		310.00	75.58	25.19	50.38
9	E Pts 26 & 27	10-085	C. Cole		5,699.00	1,389.37	463.12	926.25
* 9	Pt 27	10-087	N. McFadden		17.00	4.14	-	4.14
<b>Total Assessments on Lands:</b>					8,593.00	2,094.90	696.92	1,397.98
Road Con 8 & 9			Township of Arthur	Twp of Wellington North	603.00	147.01	-	147.01
1/2 Highway 9			MTO	MTO	565.00	137.74	-	137.74
<b>Total Assessments on Roads:</b>					1,168.00	284.75	-	284.75
<b>TOTAL ASSESSMENTS TOWNSHIP OF ARTHUR:</b>					9,761.00	2,379.65	696.92	1,682.73
<b>Township of Maryborough</b>								
16	10 & WPt 11	13-107	K. Reid		320.00	78.01	26.00	52.01
16	EPt 11 & NWPt 12	13-106	C. W. Cole		1,055.00	257.20	85.73	171.47
16 & 17	Pt 12	13-104	S. Ross		658.00	160.41	53.47	106.94
* 17	Pt 13 (Lot 12)		T. Romavtarsingh		2.00	0.49	-	0.49
* 17	Pt 13 (Lot 14)		E. Romavtarsingh		13.00	3.17	-	3.17
* 17	Pt 13 (Lot 16)		T. Romavtarsingh		20.00	4.88	-	4.88
* 17	Pt 13 (Lot 7&8)		E. Romavtarsingh		20.00	4.88	-	4.88
* 17	Pt 13 (Lot 20)		G. Petrinac		10.00	2.44	-	2.44
* 17	Pt 13 (Lot 22)		M. Bucz		10.00	2.44	-	2.44
* 17	Pt 13 (Lot 24)		P. Krasznai		10.00	2.44	-	2.44
* 17	Pt 13 (Lot 26)		A. Gyonygyosi		10.00	2.44	-	2.44
* 17	Pt 13 (Lot 28)		M. Bucz		10.00	2.44	-	2.44
* 17	Pt 13 (Lot 30)		A. Zolnay		13.00	3.17	-	3.17
* 17	Pt 13 (Lot 32)		L. Zolnay		15.00	3.66	-	3.66
* 17	Pt 13 (Lot 34)		A. Zolnay		17.00	4.14	-	4.14
* 17	Pt 13 (Lot 36)		K. Zolnay		17.00	4.14	-	4.14
* 17	Pt 13 (Lot 38)		M. Psutka		4.00	0.98	-	0.98
<b>Total Assessments on Lands:</b>					2,204.00	537.32	165.21	372.11
Road Lots 12 & 13			Township of Maryborough		129.00	31.45	-	31.45
Road Con 16 & 17			Township of Maryborough		43.00	10.48	-	10.48
1/2 Townline			MTO		565.00	137.74	-	137.74
<b>Total Assessments on Roads:</b>					737.00	179.67	-	179.67
<b>TOTAL ASSESSMENTS TOWNSHIP OF MARYBOROUGH</b>					2,941.00	716.99	165.21	551.78
<b>TOTAL ASSESSMENTS WAYNE COLE DRAIN REPAIR:</b>					12,702.00	3,096.64	862.13	2,234.51

\* - Denotes non-Farm Tax Rated properties, and therefore not eligible for grant.

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

**BY-LAW NUMBER 023-18**

**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 FEBRUARY 26, 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 February 26, 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 26TH DAY OF FEBRUARY, 2018.**

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**ANDREW LENNOX,  
MAYOR**

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**KARREN WALLACE,  
CLERK**