

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF COUNCIL; PUBLIC MEETING
APRIL 24, 2017 @ 7:00 P.M.
CLOSED SESSION @ 6:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

CALLING TO ORDER - Mayor Lennox

ADOPTION OF THE AGENDA

DISCLOSURE OF PECUNIARY INTEREST

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

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

- (b) personal matters about an identifiable individual, including municipal or local board employees
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board

1. REPORTS

- a) Report CLK 2017-012 being a report on animal control enforcement and zoning contraventions
- b) Report CLK 2017-013 being a report on a proposed sale of municipal property (Martin Street)

2. REVIEW OF CLOSED SESSION MINUTES

- March 27, 2017

RISE AND REPORT FROM CLOSED MEETING SESSION

O ' CANADA

RECESS TO MOVE INTO PUBLIC MEETING

PUBLIC MEETINGS UNDER THE PLANNING ACT

- Ronald and Tracey Yule, Zoning Amendment Application
- Kathryn Giffen, Minor Variance Application

RESUME REGULAR MEETING OF COUNCIL

PASSAGE OF BY-LAWS ARISING FROM THE PUBLIC MEETING

- a. By-law Number 035-17 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Lot 28, Concession 6, 61R-20510 Pt 1, Geographic Township of West Garafraxa, municipally known as 7303 Fifth Line – Ronald and Tracey Yule) 001

AWARDS / RECOGNITION / DECLARATIONS

PRESENTATIONS

ADOPTION OF MINUTES OF COUNCIL

- Public Meeting of April 10, 2017 009
- Council meeting of April 10, 2017 013

BUSINESS ARISING

DEPUTATIONS

ITEMS FOR CONSIDERATION

1. Minutes

Business: Reports, recommendations, correspondence for direction

2. ECONOMIC DEVELOPMENT

- a. Report EDO-2017-12 being a report on the Grants and Donations Community Development Fund 018
- b. Growth Management Strategy Steering Committee Meeting #1 minutes, April 12, 2017 031
- c. Notice of Joint Economic Development Committee Meeting 037

3. FINANCE

- a. Report TR 2017-009 being a report on changes to the Vacancy Rebate Program 040
- b. Cheque Distribution Report dated April 19, 2017 044

4. FIRE SERVICES

- a. Report Fire Chief 2017-003 Post-Traumatic Stress Disorder Plan for the Wellington North Fire Service 048
- b. March, 2017 Communiqué #041 063

5. PUBLIC WORKS

- a. Report PW 2017-010 being a report on 2017 Reserve Wastewater Capacity Calculations for Wellington North 069
- b. Report PW 2017-011 being a report on the sanitary allocations for the Strathcona Long Term Care Facility, Mount Forest 078
- c. Report PW 2017-012 King Street preserving Agreement and Request for Authorization to Access Water Wastewater Reserve Funding (being circulated and posted on the website as an addendum prior to the meeting)

6. ADMINISTRATION

- a. Drinking Water Source Protection, correspondence dated March 30, 2017, regarding Notice of Change to the Chair and Size of Protection Committee 080
- b. Ministry of Natural Resources and Forestry, March 17, 2017, Notice: Proposed changes to fees and royalties re: pits and quarries 082
- c. Mount Forest Homecoming 2017 Update and Financials 084
- d. Minister Responsible for Seniors Affairs, correspondence dated April, 2017, regarding Seniors' Month in Ontario 090
- e. Wellington North Power Inc., correspondence dated April 6, 2017, regarding Wellington North Power Inc. – 2017 Annual Shareholder Meeting 091
- f. Drinking Water Source Protection, DWSP Newsletter, Issue #7 – April, 2017 092
- g. Steve McCabe, correspondence regarding Natural gas access in our Township 097

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 033-17 being a by-law to appoint an Interim Director of Public Works for The Corporation of the Township of Wellington North and to repeal By-law 009-15 098
- b. By-law Number 034-17 being a by-law to authorize the execution of a Preservicing Agreement between the Corporation of the Township of Wellington North and Reeves Construction Ltd. 0101

CONFIRMATORY BY-LAW NUMBER 036-17 114

ADJOURNMENT

MEETINGS, NOTICES, ANNOUNCEMENTS		
April 29 - 30, 2017	Mount Forest Agricultural Society Home, Craft, Health & Leisure Show	
May 1, 2017	Municipal Office relocated to Mount Forest Sport Complex	
May 4, 2017	Northern Wellington Youth Connections Event (Mount Forest Sports Complex)	9:30 a.m. to 2:30 p.m.
May 6, 2017	Green Legacy Tree Distribution Day (donations accepted for area Horticultural Societies)	9:00 am to 11:00 a.m.
May 8, 2017	Regular Council (Plume Room – Mount Forest Sports Complex)	2:00 p.m.
May 8, 2017	Public Meeting (Plume Room – Mount Forest Sports Complex)	2:00 p.m.
May 17, 2017	Minto/Mapleton/Wellington North Economic Development Meeting – “13 Ways to Kill Your Community” (Harriston)	5:30 p.m. to 8:30 p.m.
May 18, 2017	Cultural Roundtable Committee	12:00 p.m.
May 23, 2017	Regular Council (Plume Room – Mount Forest Sports Complex)	7:00 p.m.

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

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

- Kitchener location – 1-855-656-3748

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

OPTION "A"

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 035-17

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF
WELLINGTON NORTH (Lot 28, Concession 6, 61R-20510 Pt 1,
Geographic Township of West Garafraxa, municipally known as
7303 Fifth Line – Ronald and Tracey Yule)**

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

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Lot 28, Concession 6, 61R-20510 Pt 1, Geographic Township of West Garafraxa, as shown on Schedule "A" attached to and forming part of this By-law from **Natural Environment (NE)** to **Agricultural Exception zone (A-193)**.
2. THAT Section 33, Exception Zone 3, is amended by the inclusion of the following new exception:

33.193 Lot 28, Con 6 61R-20510 Pt 1	In addition to the uses permitted in the Agricultural (A) zone and notwithstanding any other sections of this by-law to the contrary, the land zoned A-193 may be permitted an accessory dwelling unit located within the main residence.
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3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

By-law Number 035-17
Page 2 of 2

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 24TH DAY OF APRIL, 2017.**

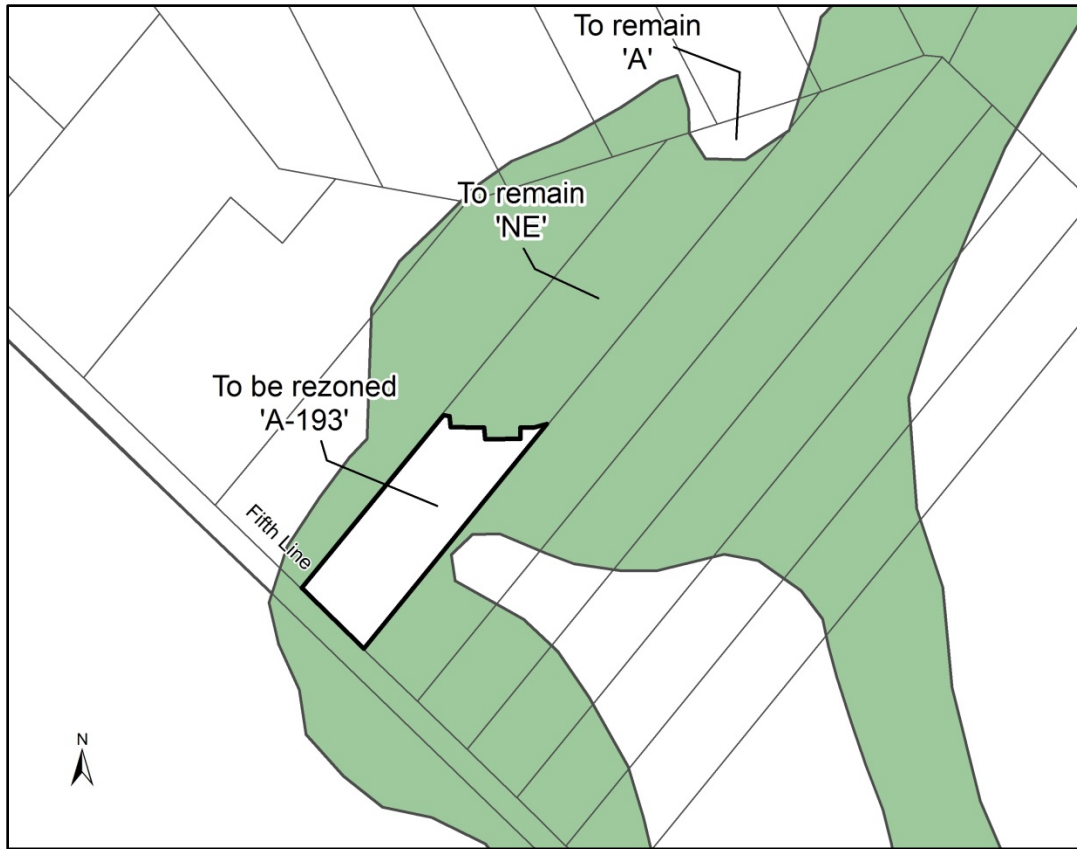
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 035-17

Schedule "A"



Rezone from Natural Environment (NE) to Agricultural Exception (A-193)

This is Schedule "A" to By-law Number 035-17

Passed this 24th day of April, 2017

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

EXPLANATORY NOTE**BY-LAW NUMBER 035-17****THE LOCATION OF THE SUBJECT LANDS**

The subject lands are legally described Lot 28, Concession 6, 61R-20510 Pt 1, Geographic Township of West Garafraxa and municipally known as 7303 Fifth Line. The property is 4.04 hectares (10 acres) in size.

THE PURPOSE AND EFFECT of the rezoning is to rezone the subject lands from Natural Environment (NE) to an Agricultural Exception zone (A-193) to permit an accessory dwelling with the main residence. The zone amendment will also amend the NE zone boundary.

OPTION “B”

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 035-17

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF
WELLINGTON NORTH (Lot 28, Concession 6, 61R-20510 Pt 1,
Geographic Township of West Garafraxa, municipally known as
7303 Fifth Line – Ronald and Tracey Yule)**

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

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

1. THAT Schedule “A” Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Lot 28, Concession 6, 61R-20510 Pt 1, Geographic Township of West Garafraxa, as shown on Schedule “A” attached to and forming part of this By-law from **Natural Environment (NE)** to **Natural Environment exception zone (NE-1)**.
2. THAT Section 33, Exception Zone 3, is amended by the inclusion of the following new exception:

33.194 Lot 28, Con 6 61R-20510 Pt 1	The lands zone NE-1 may be permitted a dwelling, and an accessory dwelling unit located within the main residence.
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3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

By-law Number 035-17
Page 2 of 2

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 24TH DAY OF APRIL, 2017.**

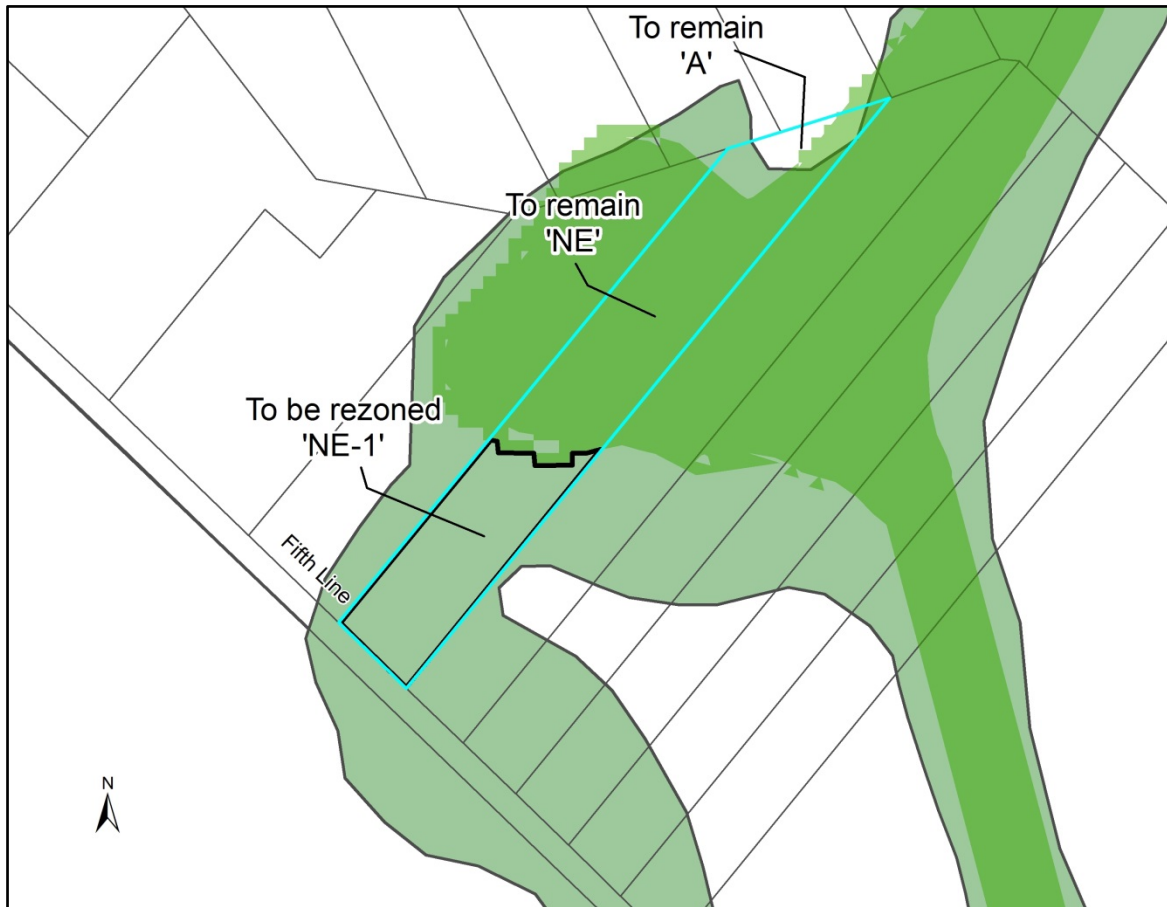
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 035-17

Schedule "A"



Rezone from Natural Environment to Natural Environment Exception (NE-1)

This is Schedule "A" to By-law Number 035-17

Passed this 27th day of April, 2017

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

EXPLANATORY NOTE**BY-LAW NUMBER 035-17****THE LOCATION OF THE SUBJECT LANDS**

The subject lands are legally described as Lot 3, Concession 6, and municipally known as 9531 Concession 6 N, Geographic Arthur Township. The property is 1.97 hectares (4.9 acres) in size.

THE PURPOSE AND EFFECT of the rezoning is to rezone the subject lands from Natural Environment (NE) to a site specific Natural Environment zone (NE-1) to permit the construction of a dwelling and an accessory dwelling to be located within the main residence.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING - MINUTES
MONDAY, APRIL 10, 2017 AT 2:00 P.M**

/The Public Meeting was held at the Municipal Office Council Chambers, Kenilworth to consider an Official Plan Amendment application and a Zoning Amendment application.

Present:

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

Staff Present:

**CAO: Michael Givens
Clerk: Karren Wallace
Executive Assistant: Cathy Conrad
Treasurer: Kimberly Henderson
Chief Building Official: Darren Jones
Planner: Jameson Pickard**

Mayor Lennox called the meeting to order.

Declaration of Pecuniary Interest:

No pecuniary interest declared.

OWNER/APPLICANT: 2432895 Ontario Inc.

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Lot 27, Concession 5, municipally known as 7240 Fifth Line, Geographic Township of West Garafraxa. The property is 42.5 hectares (105 acres) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to revise the site specific zoning (A-78) on the subject land to permit a permanent washroom with a septic system, and a two bedroom cottage or a trailer for use by the owner.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on March 17, 2017 pursuant to the provisions of the *Planning Act*.

PRESENTATIONS

Jameson Pickard, Planner, reviewed the report and draft by-law provided by Mark Van Patter, Manager of Planning and Environment, dated March 22, 2017.

PLANNING OPINION

The Ministry of the Environment and Climate Change is requiring improvements to the washroom and septic system. Mr. Marques has no choice in the matter as I understand it. CBO Jones and I have had discussions and feel that the septic system can be decommissioned if the running of the bull use ever discontinues. The washroom building may be converted to another farm use. I don't have any concerns with adding a mobile home for the owner as a permitted use. A two bedroom cottage would be permitted now, as the land is vacant without a dwelling.

SUBJECT LAND

The land subject to the proposed amendment is described as Lot 27, Concession 5, municipally known as 7240 Fifth Line, Geographic Township of West Garafraxa. The property is 42.5 hectares (105 acres) in size.

PURPOSE AND EFFECT

The purpose and effect of the proposed amendment is to revise the site specific zoning (A-78) on the subject land to permit a washroom with a septic system, and a two bedroom cottage or a trailer for use by the owner.

BACKGROUND

As I understand it, the Ministry of Environment and Climate Change (MOECC) requires that the use on the property has to have a washroom and septic system. Our original support for the running of the bull was premised on the idea that no permanent buildings or structures should be allowed. This would allow the property to revert to agricultural use in the future. Given the current wording in the by-law, we feel that some clarification is required.

PROVINCIAL POLICY STATEMENT (PPS)

As I have noted in past comments, I would consider the proposal to be an agricultural-related use, provided the land remains devoted to agriculture and the running of the bull events occur only on an "occasional" basis in a year. In addition, no permanent buildings or structures that are non-agriculturally related should be erected.

WELLINGTON COUNTY OFFICIAL PLAN

The subject property is designated PRIME AGRICULTURAL in the Wellington County Official Plan. Section 6.4.3 (b) and (c), and Section 6.4.4 of the Plan provides consideration for agriculture-related uses.

WELLINGTON NORTH TOWNSHIP ZONING BY-LAW

The property is currently zoned Agricultural Exception (A-78) to permit the Running of the Bull use.

PLANNING CONSIDERATIONS

Washroom and Septic System

The MOECC is requiring improvements to the washroom and septic system. Mr. Marques has no choice in the matter as I understand it.

I have had discussions with Mr. Jones, Chief Building Official, and we agree that if the Running of the Bull use is ever abandoned in the future, the septic system could be disconnected and the septic tank dealt with. The land could revert back to agriculture. Similarly, the washroom could be converted to a farm related building.

For the sake of clarity, I would suggest adding wording to the permitted uses to make it clear that the washroom and septic system is a permitted use.

Two Bedroom Cottage or Mobile Home

The application also requests a two bedroom cottage or mobile home for the owner's use. The property is currently vacant with no dwelling. Therefore, a two bedroom cottage would be permitted now. However, a mobile home would not be permitted in the current zoning by-law. I don't have any concerns with a mobile home for the owner; however, it also should be specified in the by-law for clarity purposes.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment was available for Council's review. The wording of the regulations has been revised to permit the septic system and washroom, and a mobile home for the owner's use.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Darren Jones, Chief Building Official
- Requests deferral

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at a future regular council. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

Frank Vanderloo, B.M. Ross and Associates Limited, the applicant's agent, was present to answer questions regarding the application.

Mr. Vanderloo stated that portable toilets have been used at events since a Ministry of Environment visit last year. B.M. Ross was hired to design a Class 4 sewage system; however, the zoning only allows temporary structures. The applicant would also like to erect a cottage for his use when at the property. The applicant understands the request for deferral and wants to resolve the issues. Mr. Vanderloo noted that the septic system is in accordance with the MOE, not the building code.

Michael Givens, CAO, asked if the municipality will be consulted prior to Ministry approval. Mr. Vanderloo confirmed that the municipality will be a commenting agent. It may take a year for work to be completed.

COMMENTS/QUESTIONS FROM COUNCIL

Councillor Yake questioned how upcoming events will be affected. Darren Jones, CBO, stated that the events will still be permitted.

The Council of the Corporation of the Township of Wellington North considered all written and oral submissions received to date on this application.

ADJOURNMENT

RESOLUTION 005

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Public Meeting of April 10, 2017 be adjourned at 2:43 p.m.

CARRIED

CLERK

MAYOR

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MINUTES OF COUNCIL
APRIL 10, 2017 @ 2:00 P.M.**

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

Members Present:

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

Staff Present:

CAO: Michael Givens
Clerk: Karren Wallace
Executive Assistant: Cathy Conrad
Treasurer: Kimberly Henderson
Chief Building Official: Darren Jones
Fire Chief: Dave Guilbault
Planner: Jameson Pickard

CALLING TO ORDER

Mayor Lennox called the meeting to order

ADOPTION OF THE AGENDA

Resolution 2017-132

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Agenda for the April 10, 2017 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

None

O' CANADA

RECESS TO MOVE INTO PUBLIC MEETING

Resolution 2017-133

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council meeting of April 10, 2017 at 2:01 p.m. for the purpose of holding a Public Meeting under the Planning Act.

CARRIED

PUBLIC MEETING UNDER THE PLANNING ACT

- 2432895 ON Inc.
- A01-17 Clark, Steven
- A02-17 861467 Ontario Inc.
- A03-17 McGaughey, Christopher & Jones, Noelle

RESUME REGULAR MEETING OF COUNCIL

Resolution 2017-0134

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North resume the April 10, 2017 Regular Meeting of Council at 2 48 p.m.

CARRIED

PASSAGE OF BY-LAWS ARISING FROM THE PUBLIC MEETING

By-law Number 031-17 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Lot 27, Concession 5, municipally known as 7240 Fifth Line, geographic Township of West Garafraxa – 2432895 ON Inc., Ole Toiro) was deferred on the request of the Chief Building Official until such time as Building Code contraventions are remedied..

AWARDS / RECOGNITION/ DECLARATIONS

PRESENTATIONS

ADOPTION OF MINUTES OF COUNCIL / PUBLIC MEETING(S)

Resolution 2017-135

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on March 27, 2017 be adopted as circulated.

CARRIED

BUSINESS ARISING

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

Items 2a, 3a, 3b, 5a, 5b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Resolution 2017-136

Moved: Councillor Hern

Seconded: Councillor Yake

THAT all items listed under Items for Consideration on the April 11, 2017 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

1. *Minutes:*
 - a. *Maitland Valley Conservation Authority, Board of Directors Meeting #1/17, January 25, 2017*
 - b. *Maitland Valley Conservation Authority, Board of Directors Meeting #2/17, Annual Meeting, February 15, 2017*
4. *FINANCE*
 - a. *Cheque Distribution Report dated April 3, 2017*

CARRIED

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION

Resolution 2017-137

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT Council of the Corporation of the Township of Wellington North receive Report Fire Chief 2017- 002 being a report on the purchase of a 2017 half-ton pick-up (demo fire vehicle);

AND FURTHER THAT the Council of the Township of Wellington North waive the requirement for a "Request for Quotation Process (Written)" as stipulated in the Township's Purchasing and Procurement Policy recognizing that purchasing a Demo Vehicle presents a unique purchasing opportunity;

BE IT RESOLVED THAT the Council authorize the Fire Chief to proceed with the purchase of a 2017 half ton pick-up (demo fire vehicle) from DARTA Fleet Solutions at a purchase price of \$39,995 plus applicable taxes, to be funded from the Wellington North Reserve for Equipment – Fire and proceeds from the sale of the 2005 Tahoe.

CARRIED

Resolution 2017-138

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2017-008 being a report on the 2017 procurement of a plow truck;

AND FURTHER THAT the Township of Wellington North award the supply of the 2017 plow truck to Viking Cives Ltd at a net cost of \$265,089.56;

AND FURTHER THAT \$5,089.56 difference between the net purchase price and the 2017 approved capital budget of \$260,000.00 be funded from the sale of the existing plow truck.

CARRIED

Resolution 2017-139

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive for information Report PW 2017-009 being a report on the 2016 Ontario Clean Water Agency (OCWA) annual reports for the Arthur wastewater treatment plant and Mount Forest wastewater treatment plant.

CARRIED**Resolution 2017-140**

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North grant permission to the Heart and Stroke Foundation to hold Heart and Stroke Big Bike events in the Town of Mount Forest and in the Village of Arthur on May 23, 2017 using the routes proposed by the foundation.

CARRIED**Resolution 2017-141**

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Ministry of Transportation, correspondence dated March 29, 2017, announcing provincial contribution for the resurfacing of Queen Street project for information.

CARRIED**NOTICE OF MOTION**

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern attended the Arthur & District Chamber of Commerce meeting recently held. Discussion took place regarding a "Fun Summer Saturdays" initiative.

Councillor McCabe announced that the Arthur Agricultural Society will be hosting their volunteer appreciation dinner on April 21.

Mayor Lennox announced the following:

- He recently attended Victoria Cross Public School with April Marshall, Tourism, Marketing, Promotion Manager and Gabriella Ieropoli, Community Youth Resiliency Worker, Mount Forest Family Health Team for a lively discussion with the Grade 7 and 8 class regarding our community. The group had many good suggestions, such as a drinking fountain being installed at the Mount Forest Sports Complex.
- Wellington North Council was the recipient of the plaque from Big Brothers Big Sisters Bowl For Kids for raising the most funds
- Mayor Lennox read a letter from Kate Rowley of the Mount Forest Museum & Archives thanking Council for their support of the Lynes Blacksmith Shop Project.

Councillor Yake announced that the Municipal Hockey Tournament was held on April 3. It was a successful tournament and Oxford County was the winning team.

Michael Givens, CAO, announced the following:

- Wellington North Fire Service hosted "Beyond Hoses and Helmets" on the weekend
- Jamie Parker started her position as Finance Clerk on April 10, 2017
- The Township Auditors' are in the office this week

BY-LAWS**Resolution 2017-142**

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 029-17 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the Development Charges Act. (Part of Park Lot 1, south side Sligo Road and west side Main Street, Plan Town of Mount Forest, Part 13, Plan 60R-3016; together with an easement over Part of Park Lot 2, north side Durham Street and west side Main Street, Plan Town of Mount Forest, and Part of Park Lot 1, south side Sligo Road and west side Main Street, Plan Town of Mount Forest, Part 2, Plan 61R-20889 and over Part of Park Lot 2, north side Durham Street and west side Main Street, Plan Town of Mount Forest, Plan 1, Plan 61R-20889 as in WC479484; together with an easement over Part of Park Lot 1 south side Sligo Road and west side Main Street, Plan Town of Mount Forest, Part 3, Plan 61R-20889 as in WC479486; Township of Wellington North) – known as 500 Sligo Road West, Mount Forest, ON (Lukas Scott McLellan and Alexandra Adella Laura McLellan) be read a First, Second and Third time and enacted.

CARRIED**Resolution 2017-143**

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 030-17 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the Development Charges Act. (Part PKLT 5 S of Clyde St. PL Mount Forest Mount Forest Designated as Part 2 PL 61R20709; Township of Wellington North) – known as 426 Clyde Street, Mount Forest, ON (David Hummel and Sharon E. Hummel) be read a First, Second and Third time and enacted.

CARRIED**CONFIRMATORY BY-LAW****Resolution 2017-144**

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 032-17 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on April 10, 2017 be read a First, Second and Third time and enacted.

CARRIED**ADJOURNMENT****Resolution 2017-145**

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Regular Council meeting of April 10, 2017 be adjourned at 3:15 p.m.

CARRIED

CLERK

MAYOR



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

www.wellington-north.com 1.866.848.3620 FAX 519.848.3228

519.848.3620

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF APRIL 24TH, 2017**

**FROM: DALE SMALL, ECONOMIC DEVELOPMENT OFFICER
CATHY CONRAD, EXECUTIVE ASSISTANT**

**SUBJECT: REPORT EDO 2017-12 BEING A REPORT ON THE GRANTS AND
DONATIONS COMMUNITY DEVELOPMENT FUND**

RECOMMENDATION

THAT report EDO 2017-12 being a report on the Grants and Donations Community Development Fund is received;

AND FURTHER THAT the Council of the Township of Wellington North, in recognition of the important role that not-for-profit organizations and community groups play in our municipality approves, or where required provides direction, to staff on the recommendations contained in this report.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

EDO 2016-029 dated Nov. 16th, 2016 and approved by council on December 5th, 2016

BACKGROUND

The Township of Wellington North values the important role that not-for-profit community organizations and community groups play in delivering events and projects that support our community and in December 2016 approved the following funding streams as a way to support these organizations and Community Groups.

- 1) The **Grants & Donations Community Development Fund** is project and event based, for not-for-profit organizations and community groups, and encourages a high level of collaboration. For these requests the Township of Wellington North accepts applications in one uptake, with a due date of March 31st of each year. Funding levels are approved

each year as part of the annual budget process and in 2017 council have allocated \$40,000 to this fund.

- 2) The **Community Initiated Project Fund** is capital based and concentrates on encouraging establishment of or enhancement to existing facilities and services, from not-for-profit organizations and the public /commercial sector. In order to be eligible for funding an application must be completed and submitted to the Township and applications will be reviewed annually as part of the annual budget process. Levels of funding will be established annually based on applications received and the maximum Municipal contribution for any project will be no more than 49%.
- 3) The **Cultural Roundtable Program Fund** provides sponsorship to the promotion or inclusion of the local arts and other cultural promotional elements to existing events or programs. Applications must be submitted to the Cultural Roundtable for approval and for 2017 the Cultural Roundtable has allocated \$2,000 to this fund.

This year under the Grants and Donations Community Development Fund twenty-eight applications have been received with a total request for funding in the amount of \$44,893.70.

All applications have been reviewed as per the fund guidelines and for twenty-five of these applications staff has made specific funding recommendations to council. For the three remaining applications we believe council needs to have a more detailed discussion prior to a recommendation being made.

An overview of each application is contained in Schedule "A" to this report and a brief overview is as follows:

<u>Number of Applications</u>	<u>Amount Requested</u>	<u>Amount Recommended</u>
18 Grant/Donation requests	\$27,900.60	\$24,463.60
7 Waiver of Fee requests	\$ 5,371.96	\$ 5,065.78
Sub-Total	\$33,272.56	\$29,529.38
3 Grant/Donation requests	\$11,621.14	For council review, discussion and decision
Total	\$44,893.70	

The three applications requiring more discussion are as follows and further details are also provided in Schedule "A".:

- \$3,000.00 Mission Butterfly
- \$2,500.00 Mount Forest Patriots Jr. C Hockey Club
- \$6,121,14 Ramoth Life Centre of Mount Forest

FINANCIAL CONSIDERATIONS

Funding for the Grants & Donations Community Development Fund in the amount of \$40,000 has been approved in the 2017 Economic Development Office budget.

Once council approval is received a notification letter along with the approved funds will be distributed to each organization. Organizations not receiving funding will also receive a notification letter.

STRATEGIC PLAN

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

- Yes

 No

 N/A

Which pillars does this report support?

- | | |
|--|--|
| <input 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 checked="" type="checkbox"/> Brand and Identity | <input type="checkbox"/> Positive Healthy Work Environment |
| <input checked="" type="checkbox"/> Strategic Partnerships | |

PREPARED BY:	RECOMMENDED BY:
---------------------	------------------------

Dale Small

Cathy Conrad

Michael Givens,

DALE SMALL E.D.O.	MICHAEL GIVENS
CATHY CONRAD EXEC. ASSISTANT	CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
GRANTS/DONATIONS 2017

GROUP/PURPOSE	FUNDS RECEIVED 2016	FUNDS REQUESTED 2017	FUNDS RECOMMENDED 2017	PURPOSE/NOTES
Arthur Agricultural Society	500.00	500.00	500.00	Annual contribution to fall fair
Arthur & District Horticultural Society	600.00	1,000.00	600.00	Annual contribution to flower bed maintenance. Equal amount for Mount Forest
Arthur and Area Horticultural Youth Society	200.00	200.00	200.00	Support youth horticultural activities
Arthur & District Chamber of Commerce	2,500.00	2,500.00	2,500.00	Previously part of Economic Development Budget for Wellington North Guide
Arthur Opti-Mrs. Club –	300.00	300.00	300.00	Santa Claus Parade
#GetInTouchForHutch	0.00	713.60	713.60	To cover cost of awareness boards at both community centres
Mount Forest Agricultural Society	500.00	500.00	500.00	Annual contribution to fall fair
Mount Forest - Community Pantry	800.00	2237.00	1,200.00	Request to cover 100% of rent/operating costs
Mount Forest & District Arts Council	250.00	250.00	250.00	Support to annual music festival
Mount Forest District Chamber of Commerce	2,500.00	2,500.00	2,500.00	Previously part of Economic Development Budget for Wellington North Guide
Mount Forest District Fire Works Festival	2,500.00	2,500.00	2,500.00	Contribution to annual Mount Forest Fireworks Festival
Mount Forest Horticultural Society	600.00	600.00	600.00	Annual contribution to flower bed maintenance. Equal amount for Arthur

GROUP/PURPOSE	FUNDS RECEIVED 2016	FUNDS REQUESTED 2017	FUNDS RECOMMENDED 2017	PURPOSE/NOTES
Mount Forest Lions Club	300.00	300.00	300.00	Santa Claus Parade
Mount Forest Louise Marshall Hospital Foundation	0.00	2,000.00	0.00	Request to support purchase of new digital x-ray machine. Not recommended as support to LMH Foundation provided through waiver of fees for Fire Chief's Gala and Little Black Dress Affair
Mount Forest Optimist Club	0.00	400.00	400.00	Support a community event
Wellington Heights Secondary School Scholarships	900.00	900.00	900.00	Annual funding to support Three Scholarships, includes scholarship for student entering Medical Field and Returning home as Doctor
Wellington County Farm and Home Safety	250.00	500.00	500.00	Annual contribution. Increased amount similar to most wellington municipalities
Wellington North Health Professional recruitment	10,000.00	10,000.00	10,000.00	Previously part of Economic Development Budget. 2017 funding approved by Council resolution December 5, 2016
TOTAL GRANTS	22700.00	27900.60	24463.60	

WAIVER OF FEES 2017

GROUP/PURPOSE	FUNDS RECEIVED 2016	FUNDS REQUESTED 2017	FUNDS RECOMMENDED 2017	PURPOSE/NOTES
Arthur Lions Club	0.00	1,007.96	1,007.96	23 rd annual craft show. Rental of upper and lower hall.
Arthur Lions Club and The Churches of Arthur	0.00	832.81	832.81	Canada Day Celebration dinner. July 1, 2017. Rental of CC lower Hall
Arthur Terry Fox Organization	105.09	108.48	108.48	Annual Terry Fox Run. Rental of Optimist pavilion
Fire Chief's Gala	0.00	893.82	893.82	3 rd annual gala for Louise Marshall Hospital Foundation. Renal fee.
Little Black Dress Affair	500.00	1,000.00	693.82	Annual Little Black Dress Affair. Request for rental of Community Hall, Licensing and Insurance. Recommend Council consider covering the hall rental cost only.
Mount Forest Minor Ball – 3 day tournament	0.00	878.01	878.01	Annual 3 day tournament. Requesting waiver of ball diamond rental fee for 2017 day rental fee for 2017.
Wellington – Dufferin – Guelph Public Health	0.00	\$650.88	\$650.88	3 day dental clinic rental of Arthur Community Centre upper hall.
TOTAL GRANTS	605.09	\$5,371.96	\$5,065.78	

REQUESTS USING DECISION MATRIX

GROUP/PURPOSE	FUNDS RECEIVED 2016	FUNDS REQUESTED 2017	FUNDS RECOMMENDED 2017	NOTES
Mission Butterfly Incorporated	0.00	3,000.00		Funding for PTSD Programs, Awareness, Advocacy. Operating and Special Project. Delegation to Council on December 5, 2016. Funding request to support operating expenses.
Mount Forest Patriots Jr. C Hockey Club	0.00	2,500.00		Purchase 30 th Anniversary jerseys. Total cost \$5,000. Requesting 50% Or Assist with installation of cameras and monitors throughout the arena
Ramoth Life Centre of Mount Forest	0.00	6,121.14		Funding request to cover 100% of the purchase of refrigerators (3), stoves (4) and portable a/c units (2)
TOTAL GRANTS		11621.14		

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

Applicant/Organization Name: Mission Butterfly

Date Application Received: October 15th, 2016



Name of Project: PTSD Programs, Awareness and Advocacy

Amount of Funding Requested: \$3,000.00

Date of Review: April 13th, 2017

Criteria Number	Criteria	Yes	No	Comments/Additional Explanation
1	Is the applicant eligible for Grants and Donations Community Development Funding of being a not-for-profit community organization or group?	Y		Incorporated Federally as a not-for-profit organization on August 2 nd , 2016
2	Does the applicant request provide funding aimed at enabling local community groups and organizations to plan, develop and implement community development based projects and events?			Request is for \$3,000 to support awareness programs and if approved could be used to launch its first event
3	Does the applicants request meet local needs, involve and empower local people?			PTSD Programs from Mission Butterfly are targeted for Veterans, Active Military, First Responders and families
4	Are there additional benefits included that the project will bring to the Wellington North community?			This would bring a new service to our community. The W.N. Fire Chief however is also involved in a PTSD program as well.
5	What amount is being requested and what is the percentage of the overall cost to the project or event?			Overall Cost of Project: Not Provided Grant Amount requested: \$3,000 Funding would be used for operating expenses and potentially to host an event
6	Has the application been properly completed including: <ul style="list-style-type: none"> • Detailed description/explanation of Project • Has the applicant clearly explained the benefits • Has the need, intent and use of funding been clearly defined • Demonstrated Financial Support • Included 3 main objectives that the project aims to achieve • Demonstrated the number of community members involved in the planning and development stages of the project or event 			The application has been properly filled out.
7	Does the applicant propose a good plan to promote the project in the community?			Council is familiar with this request which was first made as a delegation to Wellington North council on Dec 5th, 2016

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

8	Does the applicant outline partnerships that will be developed with other community groups to implement the event or project?		Have had discussions with the Health Care sector as well as local Fire Chief
9	Does the application show a level of in-kind support applied from partnering organizations?		No other funding has been mentioned
10	Does the applicant receive funding from other levels of government?		Do not receive other funding however would have the opportunity to request OTF funding, as well as from the MOHLTC and Veterans Affairs Canada
11	What pillars of consideration does the applicant meet? <ul style="list-style-type: none"> • Scholarships • Partnership and Collaboration Projects • Fundraisers • Community Enhancement / Beautification • Civic Pride / Awareness • Events <ul style="list-style-type: none"> ○ Establishment of NEW events ○ GROWING existing events • Waiver of Township of Wellington North Facility Fees 	Y Y Y	Mission Butterfly would essentially be providing a new service for the community
12	Other comments from the Proposal Committee reviewing the application	As this is a new funding request from this organization the review committee feel that council need to have additional discussion prior to making a decision on the grant request for \$3,000.	
Recommendation			April 13 th , 2017 Date
	Review Committee Member signature	Review Committee Member signature	

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

Applicant/Organization Name: Mount Forest Patriots Junior C Hockey Club

Date Application Received:

March 31st, 2017

Name of Project: Purchase of 30th anniversary Jersey's or assist with installation of cameras, monitor's, etc. throughout the arena



Amount of Funding Requested:

\$2,500.00

Date of Review: April 13th, 2017

Criteria Number	Criteria	Yes	No	Comments/Additional Explanation
1	Is the applicant eligible for Grants and Donations Community Development Funding of being a not-for-profit community organization or group?	Y		Mount Forest Patriots have indicated they are a not for profit organization
2	Does the applicant request provide funding aimed at enabling local community groups and organizations to plan, develop and implement community development based projects and events?			Council has a choice to designate any approved funding to support either the purchase of 30 th anniversary jerseys or to assist the Patriots with the placement of cameras in the arena area to stream video to TV monitors throughout the Sports Complex.
3	Does the applicants request meet local needs, involve and empower local people?			The placement of cameras in order to stream video throughout the Sports Complex could be used for other events as well.
4	Are there additional benefits included that the project will bring to the Wellington North community?			During this past season the Mount Forest Patriots brought a tremendous amount of community pride and awareness through their playoff run.
5	What amount is being requested and what is the percentage of the overall cost to the project or event?			Overall Cost of Project: \$5,000 Grant Amount requested: \$2,500 Percentage of overall Costs: 50%
6	Has the application been properly completed including: <ul style="list-style-type: none"> • Detailed description/explanation of Project • Has the applicant clearly explained the benefits • Has the need, intent and use of funding been clearly defined • Demonstrated Financial Support • Included 3 main objectives that the project aims to achieve • Demonstrated the number of community members involved in the planning and development stages of the project or event 			Mount Forest Patriots have been in the community for 30 years and have numerous volunteers that support the team.
7	Does the applicant propose a good plan to promote the project in the community?			No plan provided

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

8	Does the applicant outline partnerships that will be developed with other community groups to implement the event or project?	They have formed a number of partnerships including: <ul style="list-style-type: none"> • CPSC where they raffled pink jerseys, • Heart & Stroke joint fundraising effort • High School Warm Winter Wishes Toy Drive • Christmas Bureau passes to families. 		
9	Does the application show a level of in-kind support applied from partnering organizations?			
10	Does the applicant receive funding from other levels of government?	Do not receive other funding however they have indicated that an application has also been sent to Wellington County.		
11	What pillars of consideration does the applicant meet? <ul style="list-style-type: none"> • Scholarships • Partnership and Collaboration Projects • Fundraisers • Community Enhancement / Beautification • Civic Pride / Awareness • Events <ul style="list-style-type: none"> ○ Establishment of NEW events ○ GROWING existing events • Waiver of Township of Wellington North Facility Fees 		<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	
12	Other comments from the Proposal Committee reviewing the application	As this is a new funding request from this organization the review committee feel that council need to have additional discussion prior to making a decision on the grant request. The grant for \$2,500, if approved, will also need to be directed to one of the two requests.		
Recommendation	 Review Committee Member signature	 Review Committee Member signature	<p>April 13th, 2017</p> Date	

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

Applicant/Organization Name: Ramoth Life Centre of Mount Forest

Date Application Received: September 6th, 2016



Name of Project: Purchase of Household Equipment

Amount of Funding Requested: \$6,121.14

Date of Review: April 13th, 2017

Criteria Number	Criteria	Yes	No	Comments/Additional Explanation
1	Is the applicant eligible for Grants and Donations Community Development Funding of being a not-for-profit community organization or group?	Y		Ramoth Life Centre is a non-denominational non profit charitable organization.
2	Does the applicant request provide funding aimed at enabling local community groups and organizations to plan, develop and implement community development based projects and events?			Request is for \$6,121,14 to support household equipment upgrades in order to continue to be able to provide services
3	Does the applicants request meet local needs, involve and empower local people?			Ramoth Life Centre purchased its current location at 119 Wellington Street West in Mount Forest in 1998 and has been in the community since 1989.
4	Are there additional benefits included that the project will bring to the Wellington North community?			Through financial support provided by local service groups and churches from the community
5	What amount is being requested and what is the percentage of the overall cost to the project or event?			Overall Cost of Project: \$6,121,14 Grant Amount requested: \$6,121.14
6	Has the application been properly completed including: <ul style="list-style-type: none"> • Detailed description/explanation of Project • Has the applicant clearly explained the benefits • Has the need, intent and use of funding been clearly defined • Demonstrated Financial Support • Included 3 main objectives that the project aims to achieve • Demonstrated the number of community members involved in the planning and development stages of the project or event 			The application has been properly filled out.
7	Does the applicant propose a good plan to promote the project in the community?			Ramoth Life Centre has been in the community for many years and is seeking funding to update existing equipment.
8	Does the applicant outline partnerships that will be developed with other community groups to implement the event or project?			Has indicated they receive financial support from local service groups and churches from the community.

GRANTS AND DONATIONS COMMUNITY DEVELOPMENT FUND: DECISION MATRIX

9	Does the application show a level of in-kind support applied from partnering organizations?			Ramoth Life Centre receives most of its funding from private donors, who come from the community.																				
10	Does the applicant receive funding from other levels of government?			Ramoth Life Centre receives funding from the Provincial Government in the form of Ontario Works. This support is given to RLC as they provide housing with support and long term placement.																				
11	<p>What pillars of consideration does the applicant meet?</p> <ul style="list-style-type: none"> • Scholarships • Partnership and Collaboration Projects • Fundraisers • Community Enhancement / Beautification • Civic Pride / Awareness • Events <ul style="list-style-type: none"> ○ Establishment of NEW events ○ GROWING existing events • Waiver of Township of Wellington North Facility Fees 	Y	Y	<p>Ramoth Life Centre offers three programs of care:</p> <ul style="list-style-type: none"> • The Ramoth House Program is a 6 bedroom facility that provides 24 hour supervision by staff trained in mentoring women who are pregnant or parenting an infant. The program helps these young mothers understand how to avoid situations of abuse and poverty through life skills programs, including but not limited to cooking, cleaning, laundry, personal hygiene, money management, parenting skills, etc.. • Step 2, Ramoth Apartments offers a more relaxed support system where encouragement and support are provided through programming rather than 24/7 supervision. • Step 3, Ramoth Extended Care consists of support and encouragement through a friend or someone outside the life circle of the individual. 																				
12	<p>Other comments from the Proposal Committee reviewing the application</p>	<p>As this is a new funding request from this organization the review committee feel that council need to have additional discussion prior to making a decision on the grant request. The total cost to purchase the items has been provided as follows:</p> <table border="1" data-bbox="1161 934 1323 1207"> <tr> <td>Portable Air Conditioning Units</td> <td>2</td> <td>\$499.99 each</td> <td>\$ 999.98</td> </tr> <tr> <td>Stove/Range</td> <td>4</td> <td>\$579.99 each</td> <td>\$2,319.96</td> </tr> <tr> <td>Refrigerators</td> <td>3</td> <td>\$699.00 each</td> <td>\$2,097.00</td> </tr> <tr> <td>Sub Total</td> <td></td> <td></td> <td>\$5,416.94</td> </tr> <tr> <td>Total</td> <td></td> <td>Inc. HST</td> <td>\$6,121.14</td> </tr> </table>	Portable Air Conditioning Units	2	\$499.99 each	\$ 999.98	Stove/Range	4	\$579.99 each	\$2,319.96	Refrigerators	3	\$699.00 each	\$2,097.00	Sub Total			\$5,416.94	Total		Inc. HST	\$6,121.14		
Portable Air Conditioning Units	2	\$499.99 each	\$ 999.98																					
Stove/Range	4	\$579.99 each	\$2,319.96																					
Refrigerators	3	\$699.00 each	\$2,097.00																					
Sub Total			\$5,416.94																					
Total		Inc. HST	\$6,121.14																					
<p>Recommendation</p>	<p> Review Committee Member signature</p>	<p> Review/Committee Member signature</p>	<p>April 13th, 2017 Date</p>	<p align="right">030</p>																				



SHAPING GREAT COMMUNITIES

Township of Wellington North

Growth Management Strategy**Steering Committee Meeting #1**

Date and Time: Wednesday, April 12, 2017, 7:00pm – 9:00pm	
Location: Council Chambers, Kenilworth, ON	
Committee Attendees:	
Mayor Lennox	Teresa Hutchinson
Councilor Dan Yake	Jim Klujber
Councilor Sherry Burke	Brett Parker
Councilor Lisa Hern	Aldo Salis
Mike Givens	Julie Silva
Marianne Christie	Jim Taylor
Jim Coffey	Murray Townsend
Paula Coffey	Marty Young
James Craig	
Regrets:	
Councilor Steve McCabe	
Others:	
Steve Wever (GSP Group)	Dale Small (Economic Development Officer)
Kevin Curtis (Curtis Planning)	Linda Redmond (Wellington County Planning)
Megan Gereghy (GSP Group)	

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

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

Meeting Minutes

1. Welcome and Introductions (Mike Givens)
2. Mayors Message
 - The growth management exercise is an opportunity to shape how and where growth happens in coming years.
 - The Township is in need of more people to contribute to the existing work force.
 - A Master Recreation and Culture Plan is going to be underway this year.
 - A Transportation Master Plan will be started next year.
 - It is excellent to have so much interest in growth management from this Committee and the broader community.
3. Growth Management Project Overview (Steve Wever and Kevin Curtis)
 - a. Introduction of GSP Group and Curtis Planning
 - b. Importance of Growth Management Strategies
 - Community preparedness and readiness for investment and development
 - Alignment of land use, infrastructure, transportation and community services
 - Consultation and consensus-building on future vision
 - Inventory and status of available lands and infrastructure capacities
 - Address upper-tier planning requirements
 - c. Results and Experience with Growth Management Strategies
 - d. Wellington North Project Work Plan and Process
 - Project Initiation (Meeting #1)
 - Research and Analysis
 - Background Issues and Opportunities Report
 - Township Review (Meeting #2)

- Community and Stakeholder Engagement
- Prepare and Evaluate Growth Options
- Township Review (Meeting #3)
- Community and Stakeholders Engagement
- Preferred Growth Option and Final Report
- Township Review (Meetings #4 and #5)
- Public Meeting and Council Presentation

e. Planning Context

- The Provincial Policy Statement provides policies regarding the efficient use of land; implementation of transportation alternatives and a variety of housing types; economic diversity; public health and safety; conservation of natural resources; and, the retention employment lands.
- The Growth Plan for the Greater Golden Horseshoe provides growth targets including:
 - 20% of growth is to be intensification within the built boundary
 - 40 people and jobs per hectare for development in the greenfield
- The Draft Growth Plan for the Greater Golden Horseshoe provides potential future growth targets, which have increased from current targets
- Wellington County Official Plan allocates growth to its local municipalities
 - Wellington North is expected to grow from a population of 11,914 in 2016 to 17,685 in 2041 and employment is expected to increase from 7,860 jobs in 2016 to 9,440 in 2041.
 - Arthur and Mount Forest are designated as Urban Centres in Wellington North and have their own forecasts.
 - Arthur's population is expected to grow from 2,725 in 2016 to 3,670 in 2041.
 - Mount Forest's population is expected to grow from 5,190 in 2016 to 9,230 in 2041.

f. Discussion of Key areas of focus

The Steering Committee shared their perspectives and ideas on future growth and development in the municipality. The following are some of the main points from the general discussion:

- Key Community strengths and assets
 - Hospitals/Health Care services
 - New Schools
 - Cheaper land prices than the GTA
 - Many jobs available
 - Strong Built Heritage Inventory
 - Rivers and streams
 - Small town family friendly community/ sense of community
 - Diversity in industry/employment
 - Great links to other communities (access to highways, airports)
 - Agricultural industry
 - Fiber optic connectivity
 - Strong Community/Volunteers
 - Availability of Hydro
 - Quality of Life
 - Mennonite community shop local
 - Infrastructure (other than waste water treatment plant in Arthur)
- Areas for improvement or investment
 - New commercial/retail options
 - Need a hotel to support larger events held at the community centre
 - Need affordable housing to attract more people
 - Schooling options
 - Using existing built heritage as a resource
 - Areas for new retail sectors
 - On farm business other agricultural centric support
 - Bus routes from Guelph Transit to Wellington North
 - Transit between Wellington North's different communities
 - Increased co-op programs to showcase what jobs are available locally
 - Arthur waste water treatment plant
 - Lack of available and serviced land
 - Too many vacant buildings on our main streets

- Opportunities for growth and development
 - Satellite locations for post-secondary education and/or connection of agricultural and related services and employment opportunities with University of Guelph
 - Protect and highlight environmental features
 - Maintain and grow service clubs
 - Strength of agricultural industry
 - Attract spin off jobs through the industrial and agricultural sectors to attract more people to the area, retain labour force
 - Educate local youth about local employment opportunities
- Constraints for growth and development
 - Outmigration of existing youth
 - Lack of connectivity within the community
 - Maintaining historical assets
 - Balancing agricultural and urban issues
 - Providing adequate health care, with growth there would be a need for more doctors and medical care providers
- General items of note
 - Do not want to become a bedroom community
 - Wellington North is a community with a lot of opportunity that is only an hour away from everything
 - Marketing towards the retirement population can be an opportunity to introduce people with more disposable income and free time

4. Wrap-Up

- Steve Wever outlined the steps to follow through to 2018 and mentioned that there will be a number of steering committee meetings to come throughout the year

5. Next Steps

- GSP Group and Curtis Planning encourage the Steering Committee to provide any additional thoughts or comments via email, of particular interest are any

suggestions or thoughts about community leaders/champions that would be a good asset for input during the growth management process

- Set a follow up meeting date to present and discuss finding from the background review

Contact Information:

Steve Wever, MCIP, RPP

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

Kevin Curtis, PhD, MCIP, RPP

President
Curtis Planning Inc.
Phone: 519-500-9655
E-mail: kevin@curtisplanning.ca

6. Adjournment (meeting adjourned at approximately 9:15pm)



The Township of Wellington North Community Growth Plan Steering Committee is invited to join us on Wednesday May 17th at our Mapleton, Minto & Wellington North Special Joint Economic Development Meeting

TIME: May 17, 2017: 6:00 pm – 8:30 pm
LOCATION: Harriston-Minto Community Complex Auditorium
 111 George St. S. Harriston

AGENDA

- 5:30 – 6:30 Networking & Dinner**
- 6:30 – 6:35 Welcome & Opening Comments**
 Mayor George Bridge
- 6:35 – 8:05 Special Guest Speaker: Doug Griffiths**
 “13 Ways to Kill Your Community”
- 8:05 – 8:30 Comments from the Mayors**
 Mayor George Bridge - Town of Minto
 Mayor Andy Lennox - Township of Wellington North
 Mayor Neil Driscoll - Township of Mapleton

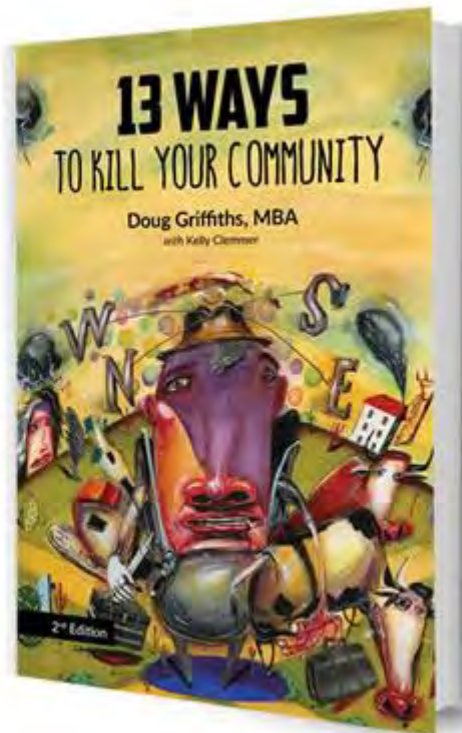
You are welcome to bring a guest but please RSVP by May 3rd to Dale Small @ dsmall@wellington-north.com

13 Ways to Kill Your Community

13 Ways to Kill Your Community

Whether you are a municipal councillor, a business owner, a volunteer or a citizen-at-large this book will provide you with easy and direct strategies to help your community, while also showing you the prevalent attitudes that sabotage success and what to do to overcome those attitudes.

It doesn't matter if you want to make improvements in community healthcare, education, infrastructure, economic development, youth or seniors quality of life, or how welcoming your community is to outsiders this book is for you. 13 Ways is a book for those concerned about the future of their community and are looking for answers on how to find success.



Doug will have books on sale at the event

KEYNOTE SPEAKER: DOUG GRIFFITHS

13 Ways to Kill Your Community



After acquiring an Honours Bachelor of Arts in Philosophy and a Bachelor of Education, Doug spent several years teaching, and ranching with his family. Despite having two degrees, he always said the best education and practical experience he ever received was growing up on the farm. It taught him practical lessons about life, built in him a strong work ethic, and developed in him a deep understanding of what it takes to be successful and how the wrong attitude can ensure failure.

Concerned about the future of rural communities, he ran and won his first election to become the sixth youngest person to ever serve in the Legislature. Elected for four consecutive terms, Doug continuously advocated for policies that would strengthen rural communities. Through his four terms he also served in two senior Cabinet portfolios as Minister of Municipal Affairs and

Minister of Service Alberta, as well as three junior positions in Agriculture, Finance, and Solicitor General.

Doug retired from politics in January 2015, after 13 years of service, to resume his long-time passion for helping communities find ways to be prosperous and enduring. Doug accepts invitations from around North America to speak while he and his team provide guidance and services to all types of communities looking to succeed. He also completed the 2nd edition of his national best-seller, *13 Ways to Kill Your Community*, with 40% more stories of challenges and solutions for communities. His experience, his style, and his skill have led many community leaders to call Doug a community therapist.

His beautiful wife, Sue, and their two young boys are incredibly supportive of Doug in all his endeavours and adventures, including his most recent accomplishment of graduating from the Executive MBA program at the University of Alberta. They enjoy travelling, soccer, watching the Green Bay Packers play, and working in the garden or camping. They also dedicate themselves to volunteering for many organizations and charities in their community. Doug and his family fundamentally believe success or failure comes down to your attitude, and whether you are willing to change, or adapt to new challenges. That is why his motto has long been, "There's Always a Way."

www.13ways.ca

info@13ways.ca



**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF APRIL 24, 2017**

**FROM: KIMBERLY HENDERSON, TREASURER
DALE SMALL, ECONOMIC DEVELOPMENT OFFICER**

**SUBJECT: REPORT TR2017-009 BEING A REPORT ON CHANGES TO THE
VACANCY REBATE PROGRAM**

THAT Report TR2017-009 being a report on changes to the Vacancy Rebate Program be received;

AND THAT the Council of Wellington North request that the County of Wellington proceed to formally request the Province of Ontario to make changes to the Vacancy Rebate Program as noted in Appendix A.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

N/A

BACKGROUND

The Vacancy Rebate Program provides a reduction in the assessment for certain Commercial and Industrial properties that are vacant and available for rental use. Under current legislation, the Treasurer has no option to deny the rebate if the entire structure is vacant. However, if it is a partial vacancy, the Treasurer is permitted to verify that the space is indeed in rentable condition and the landlord has been making efforts to rent the space or it is under active renovations.

Many municipalities have expressed the wish to get rid of the entire program. The Township of Wellington North has enacted programs which encourage the use of vacant storefronts for temporary uses, such as the Renew Northern Wellington Program. The Township has also expanded the geographic boundaries under its Community Improvement Program (CIP). As part of the current review of its CIP, Wellington North is considering adding two new programs (Building Improvement Grant and Accessibility Grant) as added incentives for structural improvements.

At the 2017 Association of Municipalities of Ontario (AMO) conference, the Town of Minto was able to express our shared concerns regarding the Vacancy Rebate Program and possible solutions to Ivan Baker, Parliamentary Assistant to the Minister

of Finance. The Province has been studying this issue and Minto Treasurer Gordon Duff was appointed to the Municipal and Business Reference Group which was set up to consult on changes to the Vacancy Rebate Program.

At that time, the Township of Wellington North expressed its support to Minto and the team reviewing the Vacancy Rebate Program. The Province has since enacted legislation which grants much greater flexibility to municipalities in designing their own Vacancy Rebate programs.

This legislation includes provision to modify or eliminate the assessment reductions factors for vacant or excess commercial and industrial land. The issue of whether or not to make changes in the assessment classes is under review by Wellington County staff and they will make recommendation on this matter. Due to the assessment class issue, the Province has decided that the Upper Tier will be the level of government which is permitted to request the Minister of Finance to make changes to local Vacancy Rebate Programs.

The Upper Tier may pass a By-Law which contains various regulations for different Lower Tiers which comprise the Upper Tier municipality. For example, the Township of Wellington North would like to restrict the vacancy rebates for properties lying within its Community Improvement Plan boundaries to those who are actively taking advantage of such incentives as façade improvement grants, structural grants and the Renew Northern Wellington Arts & Business Association program. Other legitimate vacancies would be evaluated according to the attached criteria, Appendix A.

The Minister of Finance has set intake dates to receive applications from Upper Tiers which would ensure that any changes to the Vacancy Rebate program would be retroactive to January 1, 2017. The deadline for submission to the Minister is July 1, 2017.

In addition, municipalities must prove to the satisfaction of the Minister that the local business community has been consulted on any proposed changes. Wellington North Economic Development staff have communicated and discussed these possible changes to the Arthur & District Chamber of Commerce, the Mount Forest & District Chamber of Commerce, The Board of Directors of Renew Northern Wellington Arts & Business Association as well as the County of Wellington Economic Development group.

FINANCIAL CONSIDERATIONS

During 2015 and 2016, the Township had 18 and 15 applications resulting in rebates totalling \$15,000 and \$11,000 respectively, with Wellington North's share being \$3,800 and \$3,000.

While the financial impacts are not huge, these changes do provide the Municipality with some leverage to encourage building owners to seek occupancy for their empty buildings. This, in turn, will result in more investment in our community with the goal of leading to higher assessments over the long term.

STRATEGIC PLAN

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

X 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

Positive Healthy Work Environment

PREPARED BY:	RECOMMENDED BY:
---------------------	------------------------

Kimberly Henderson

Michael Givens, CEO

KIMBERLY HENDERSON TREASURER	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
---	--

PREPARED BY:

Dale Small

DALE SMALL ECONOMIC DEVELOPMENT OFFICER
--

Proposed Eligibility for Vacancy Program

Must be located within the Community Improvement Program boundaries

- Property eligible for such municipal incentives as signage façade and structural grants

Time Limit – 2 years max

Walk in ready – must be capable of being leased for immediate occupation

Must have signed an Owners agreement to participate in the Renew Northern Wellington Arts & Business Association Program

Pop-Up Stores and other temporary uses do not affect eligibility

Vacant for 90 consecutive days

If active repairs or renovations are proven the property would be eligible

Seasonal businesses do not qualify

The property must be advertised for lease or for sale

Must apply each year and be inspected

All arrears for property taxes, water and sewer billings and other municipal charges must be paid

Approval is subject to the discretion of the Treasurer

4/19/17

Township of Wellington North
CHEQUE DISTRIBUTION REPORT
Payables Management

Cheque Number 66446 to 66604

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
66446	4/05/17	A W Sills Sales & Services Ltd	\$1,947.61
66447	4/05/17	Abell Pest Control Inc	\$117.28
66448	4/05/17	Agrisan SC Pharma	\$2,354.45
66449	4/05/17	Allied Medical	\$768.85
66450	4/05/17	ALS Laboratory Group	\$1,627.18
66451	4/05/17	AMCTO Zone 2	\$100.00
66452	4/05/17	Arthur Chiropractic	\$35.00
66453	4/05/17	Arthur Home Hardware Building	\$253.68
66454	4/05/17	Bell Canada - Public Access	\$56.50
66455	4/05/17	Blackburn Radio Inc.	\$655.40
66456	4/05/17	Bluewater Fire & Security	\$502.63
66457	4/05/17	Brent D. Rawn Electric	\$84.75
66458	4/05/17	Canada's Finest Coffee	\$48.00
66459	4/05/17	CARQUEST Arthur Inc.	\$109.16
66460	4/05/17	Center Ice	\$103.62
66461	4/05/17	Chalmers Fuels Inc	\$684.90
66462	4/05/17	Brian Corley	\$2,864.14
66463	4/05/17	COX, John & Renee	\$1,289.48
66464	4/05/17	County of Wellington	\$856.00
66465	4/05/17	Cudney Steve	\$150.00
66466	4/05/17	Canadian Union of Public Emplo	\$1,363.78
66467	4/05/17	Darta Fleet Solutions	\$6,790.17
66468	4/05/17	Design Cel	\$203.40
66469	4/05/17	E Cox Sanitation	\$967.73
66470	4/05/17	EPOCH, TIM	\$850.00
66471	4/05/17	Family Funtime Publishing	\$508.50
66472	4/05/17	GRAND 101.1FM	\$226.00
66473	4/05/17	Grand River Conservation Auth	\$757.10
66474	4/05/17	Hahn Rentals	\$2,273.00
66475	4/05/17	Hartman Electronics & Comm	\$1,151.47
66476	4/05/17	Herriot Marlin	\$425.00
66477	4/05/17	Hydro One Networks Inc.	\$258.33
66478	4/05/17	Ideal Supply Inc.	\$485.70
66479	4/05/17	J J McLellan & Son	\$1,186.86
66480	4/05/17	K Smart Associates Limited	\$7,185.32
66481	4/05/17	Kwik Snaks Ltd	\$399.61
66482	4/05/17	LAVERS, BARRY	\$351.00
66483	4/05/17	LEMOS, JOSE	\$638.45
66484	4/05/17	Mike Lucas	\$185.05

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
66485	4/05/17	Maple Lane Farm Service Inc.	\$535.99
66486	4/05/17	MARSHALL, APRIL	\$120.00
66487	4/05/17	MARTIN, Mr. & Mrs. Elvin S.	\$499.00
66488	4/05/17	MCNABB, DONALD	\$850.00
66489	4/05/17	Meat the Butcher	\$290.00
66490	4/05/17	Mount Forest Foodland	\$14.96
66491	4/05/17	Myers Manor Publishing	\$179.67
66492	4/05/17	Ont Assoc of Fire Chiefs	\$1,412.50
66493	4/05/17	Ont Mun Employee Retirement	\$46,416.56
66494	4/05/17	Pepsi-Cola Canada Beverages	\$388.29
66495	4/05/17	PETRO-CANADA	\$2,957.63
66496	4/05/17	Print One	\$54.24
66497	4/05/17	Purolator Courier Ltd	\$40.44
66498	4/05/17	Royal Bank Visa	\$2,162.15
66499	4/05/17	Rural Routes Pest Control Inc.	\$79.10
66500	4/05/17	Sanigear	\$311.32
66501	4/05/17	Saugeen Radio Inc.	\$1,115.31
66502	4/05/17	SGS Canada Inc.	\$1,324.36
66503	4/05/17	Shred All Ltd.	\$81.36
66504	4/05/17	SOCHON HOLDINGS INC.	\$2,615.58
66505	4/05/17	Society of Composers, Authors	\$334.31
66506	4/05/17	Stephen Hale	\$1,090.45
66507	4/05/17	Steve Close Refrigeration	\$824.56
66508	4/05/17	TD Wealth	\$1,100.20
66509	4/05/17	The Gideons International In C	\$75.00
66510	4/05/17	Tom Shupe Plumbing & Heating	\$5,876.00
66511	4/05/17	Town of Blue Mountains	\$563.87
66512	4/05/17	Trillium Ford Lincoln	\$8,403.91
66513	4/05/17	Turriss Sites Development Corp.	\$56.50
66514	4/05/17	Township of Centre Wellington	\$1,325.09
66515	4/05/17	Twp of Wellington North	\$2,262.16
66516	4/05/17	Union Gas	\$7,062.28
66517	4/05/17	WALLACE, KARREN	\$389.67
66518	4/05/17	Waste Management	\$959.50
66519	4/05/17	WEBER, LEWIS	\$34.75
66520	4/05/17	Wellington Advertiser	\$1,747.30
66521	4/05/17	WOLSLEY, MURT	\$689.08
66522	4/05/17	Workplace Safety & Ins Board	\$10,434.04
66523	4/05/17	Young's Home Hardware Bldg Cen	\$48.56
66524	4/18/17	13 Ways, Inc.	\$5,085.00
66525	4/18/17	ADS Fire Service Pro Inc.	\$7,345.00
66526	4/18/17	Assoc of Mun of Ont	\$853.15
66527	4/18/17	Arthur Home Hardware Building	\$157.85
66528	4/18/17	ARTHURS FUEL	\$501.37
66529	4/18/17	B. Huck Enterprise	\$4,180.22
66530	4/18/17	Bluewater Fire & Security	\$1,381.60

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
66531	4/18/17	B M Ross and Associates	\$15,661.26
66532	4/18/17	Broadline Equipment Rental Ltd	\$3,842.99
66533	4/18/17	Brodi Specialty Products Ltd.	\$292.59
66534	4/18/17	Canada's Finest Coffee	\$201.55
66535	4/18/17	CARQUEST Arthur Inc.	\$1,356.78
66536	4/18/17	Carson Supply	\$327.81
66537	4/18/17	Canadian Safety Equipment Inc.	\$12,889.91
66538	4/18/17	Cedar Creek Tools	\$264.28
66539	4/18/17	Chalmers Fuels Inc	\$345.01
66540	4/18/17	Clark Bros Contracting	\$3,678.15
66541	4/18/17	Compair Canada	\$961.12
66542	4/18/17	Country Creations of Mt Forest	\$137.86
66543	4/18/17	County of Wellington	\$19,536.00
66544	4/18/17	Darroch Plumbing Ltd.	\$2,260.00
66545	4/18/17	Decker's Tire Service	\$2,691.66
66546	4/18/17	Delta Elevator Co. Ltd.	\$403.61
66547	4/18/17	E Cox Sanitation	\$744.33
66548	4/18/17	Evoqua Water Technologies	\$413.21
66549	4/18/17	Excel Business Systems	\$476.36
66550	4/18/17	Fire Marshal's Public Fire Saf	\$196.31
66551	4/18/17	FOXTON FUELS LIMITED	\$786.88
66552	4/18/17	Frey Communications	\$4,051.92
66553	4/18/17	GUIDOTTI, MARCO	\$23.10
66554	4/18/17	Hartman Electronics & Comm	\$4,394.29
66555	4/18/17	HETEK Solutions Inc.	\$384.20
66556	4/18/17	Hieber, Bill	\$305.74
66557	4/18/17	Hydro One Networks Inc.	\$673.57
66558	4/18/17	Ideal Supply Inc.	\$169.56
66559	4/18/17	Innovative Surface Solutions C	\$3,114.64
66560	4/18/17	J J McLellan & Son	\$651.68
66561	4/18/17	Jones Darren	\$390.00
66562	4/18/17	KELLY, LINDA	\$79.09
66563	4/18/17	KORE Mechanical Inc.	\$3,637.61
66564	4/18/17	M & L Supply	\$858.06
66565	4/18/17	Maple Lane Farm Service Inc.	\$222.14
66566	4/18/17	Matthews Gary	\$100.00
66567	4/18/17	Mount Forest Foodland	\$28.29
66568	4/18/17	Mt Forest Chamber of Commerce	\$1,159.96
66569	4/18/17	Minister of Finance - Misc	\$265.00
66570	4/18/17	MSA CANADA	\$1,030.71
66571	4/18/17	North Wellington Co-op Service	\$14,355.71
66572	4/18/17	Officer's Auto Care Inc.	\$414.70
66573	4/18/17	Ontrack Door Systems Grey Bruc	\$2,079.20
66574	4/18/17	PACKET WORKS	\$169.50
66575	4/18/17	Pepsi-Cola Canada Beverages	\$331.66
66576	4/18/17	Plume'sMainStreetInteriors	\$53.85

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
66577	4/18/17	Premier Equipment Ltd.	\$1,696.33
66578	4/18/17	Print One	\$536.75
66579	4/18/17	Pryde Truck Service Ltd.	\$878.40
66580	4/18/17	Reeves Construction Ltd	\$240.13
66581	4/18/17	Reeves Douglas R	\$152.89
66582	4/18/17	ROBERTS FARM EQUIPMENT	\$59.36
66583	4/18/17	ROBINSON, WAYNE	\$44.04
66584	4/18/17	Laura Rooney	\$20.00
66585	4/18/17	Royal Bank Visa	\$2.77
66586	4/18/17	Schmidt Corey	\$275.00
66587	4/18/17	Streamline Auto Body	\$137.97
66588	4/18/17	STRONGCO LIMITED PARTNERSHIP	\$2,369.60
66589	4/18/17	Swan Dust Control	\$134.48
66590	4/18/17	Telizon Inc.	\$1,438.76
66591	4/18/17	Trevor Roberts Auto Repair	\$412.72
66592	4/18/17	Tri-Mech Inc.	\$90.15
66593	4/18/17	Triton Engineering Services	\$12,891.93
66594	4/18/17	Trood Barry	\$267.81
66595	4/18/17	Turriss Sites Development Corp.	\$56.50
66596	4/18/17	United Rotary Brush of Canada	\$2,301.70
66597	4/18/17	Viking Cives Ltd	\$2,964.08
66598	4/18/17	Ward & Uptigrove Consulting &	\$5,537.00
66599	4/18/17	Waste Management	\$1,259.56
66600	4/18/17	Wellington Advertiser	\$182.97
66601	4/18/17	Wellington North Power	\$11,505.26
66602	4/18/17	Wightman Telecom Ltd.	\$296.54
66603	4/18/17	WJF Instrumentation (1990) Ltd	\$1,740.20
66604	4/18/17	Young's Home Hardware Bldg Cen	\$250.90
TOTAL:			\$319,200.63



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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF APRIL 24, 2017**

FROM: DAVID GUILBAULT, FIRE CHIEF

**SUBJECT: REPORT FIRE CHIEF 2017- 003 POST-TRAUMATIC STRESS
DISORDER PLAN FOR THE WELLINGTON NORTH FIRE SERVICE**

RECOMMENDATION

THAT Report Fire Chief 2017- 003 being a report on the Post-Traumatic Stress Disorder Prevention Plan for the Wellington North Fire Service be received.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

There are no previous reports on this matter.

BACKGROUND

In the Fall of 2015, the Wellington County Fire Chiefs (WCFC) agreed to have Wellington North Fire Chief Dave Guilbault, research and deliver, to the Wellington County Fire Chiefs a Post-Traumatic Stress Disorder (PTSD) Prevention Plan. There is also an obligation to meet the requirements of Bill 163- Presumptive PTSD Legislation. Several meetings were held. There was discussion with senior staff of Guelph/Wellington EMS, O.P.P. as well as discussion at Wellington County Chief's monthly meetings.

The Ontario Association of Fire Chief's, Wellington County O.P.P., Canadian Critical Incident Stress Foundation (CCISF) as well as, several organizations specializing in preparing PTSD programs, offered to assist. Regardless who were chosen to deliver the PTSD program, a PTSD Prevention Plan is still required.

Wellington North Fire Chief Dave Guilbault made a recommendation to the WCFC's that they commit to the CCISF as the delivery agency for training and certification of all firefighters and Chief Officers in the County. The decision was unanimous.

The program is **Supporting Individuals Through Trauma** (S.I.T.T.). There are three modules, Level 1: Front line firefighters, Level 2: Senior Officers and Level 3: Spousal/Partner. Peer Support Training and Certification will follow S.I.T.T. Level 2. The CCISF will be the delivery agency for training and certification of our firefighters. All recruit firefighters will receive S.I.T.T through the Wellington County Fire Recruit Academy. All WNFS firefighters have completed S.I.T.T. levels 1, 2 and 3.

The Wellington North Fire Chief also presented to the Grey County Fire Chief's. They, for the most part will be using CCISF as their Training and Certification delivery agency.

Chief Guilbault was tasked with finalizing the PTSD Prevention Plan.

The Plan focuses on three main areas; **Prevention, Intervention, and Recovery and Return to Work.**

Prevention Area

Prevention focuses on outlining the basic elements of occupational health and safety management such as understanding legal responsibilities, recognizing, assessing and controlling the hazard, as well as outlining roles and responsibilities, and incident reporting procedures are required. The goal is to establish or integrate PTSD prevention practices for the promotion of a healthy and safe workplace that actively works to prevent harm to a worker's mental health.

Intervention Area

Intervention focuses on outlining actions that can be taken to improve a situation. This includes ensuring that firefighters know how to report psychological injuries when they occur and are supported in doing so. It also highlights intervention options that are evidence based and that can be utilized in organizations.

Recovery and Return to Work Area

Recovery and Return to Work ensures that Chief Officers understand how to accommodate a firefighter who is suffering from PTSD and that there are clearly established roles and responsibilities for supporting them through this process. Recovery and Return to Work is an important aspect of preventing further or future injury.

The Wellington North Fire Service (WNFS) is committed to promoting individual and community well-being, safety and security by protecting the learning and working environments of the firefighters. When critical incidents occur on the job or at home, the WNFS will respond by providing intervention and support to individual firefighters and/or families. WE CARE!

FINANCIAL CONSIDERATIONS

The cost of the Training and Certification will be funded through the WNFS training budget.

STRATEGIC PLAN

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

X Yes No N/A

Which pillars does this report support?

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

PREPARED BY:	RECOMMENDED BY:
<i>David F. Guilbault, Fire Chief</i>	<i>Michael Givens, CAtO</i>
DAVID E. GUILBAULT FIRE CHIEF	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER



PTSD PREVENTION PLAN

April 4, 2017

Presented by,
Fire Chief
Dave Guilbault

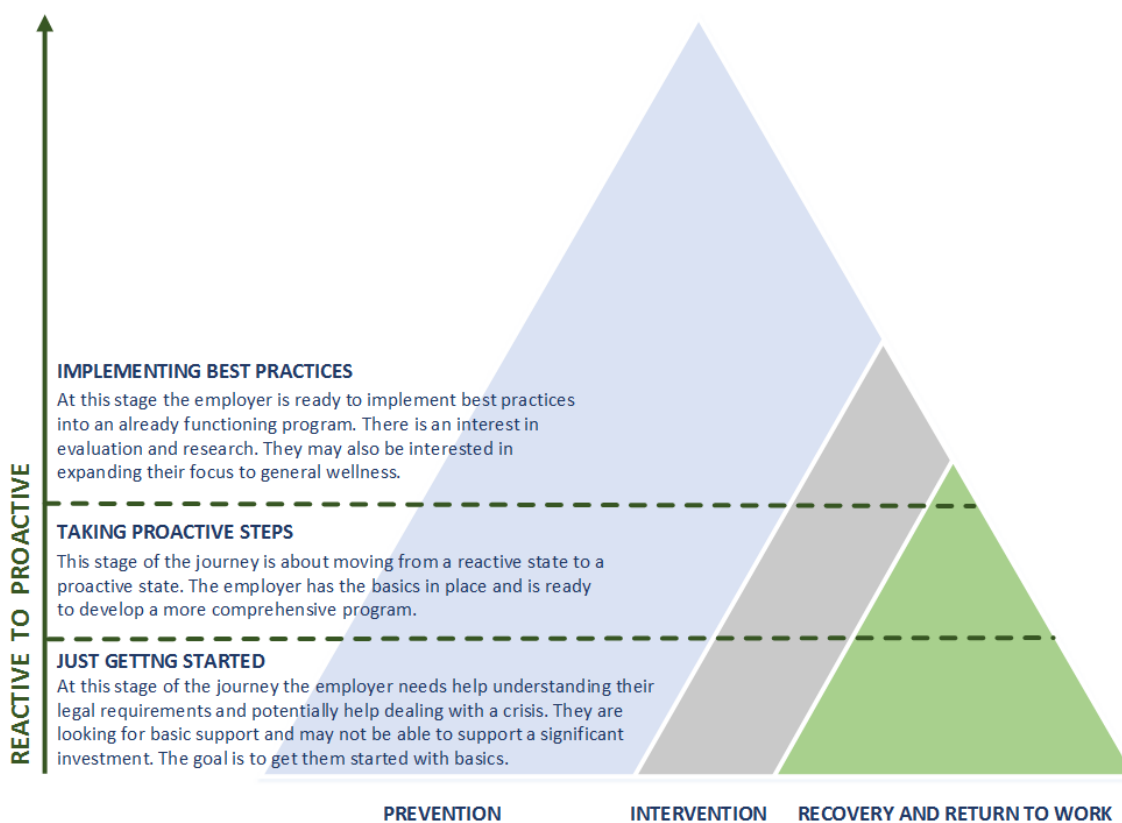
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1.0 SCOPE:

. The purpose of this Critical Incident Management Plan (CIMP) is to: define authority, define terminology used in the CIMP and in critical incidents. Detailed procedures for the delivery of a timely and coordinated response to incidents, defined roles, responsibilities and relationships are required. All records of activities undertaken under this management plan will be protected by privacy legislation guidelines.

This PTSD Prevention Plan has been developed to outline our approach to managing Post Traumatic Stress Disorder at the WNFS. The goal of this plan is to take a holistic approach across prevention, intervention and recovery, and return to work.



1

1.4 Goals and Objectives

The goal of the plan is to provide all firefighters clarity on how the WNFS is addressing PTSD prevention, intervention and recovery, and return to work in our organization.

The specific objectives of the plan are to:

- Define the legal requirements.
- Explain how to identify and respond to PTSD injuries.
- Establish roles and responsibilities within the organization.
- Establish policies and procedures to support PTSD prevention in the organization.

- State crisis intervention expectations and screening protocols.
- Outline organization's intervention practices and procedures so that all Chief Officers and Captains understand the available intervention options.
- Review the duty to accommodate.
- Provide examples of accommodations that may be utilized in the organization to support efficient and effective recovery and return to work.

1.5 Overview of PTSD, Risk Factors, Signs and Symptoms

PTSD can develop when someone experiences, sees or learns about an event involving actual or threatened death, serious injury or sexual violence.

1.5.1 Causes

It is believed that PTSD is caused by a complex mix of:

- Life experiences, including the amount and severity of trauma you have experienced since early childhood.
- The way your brain regulates the chemicals and hormones your body releases in response to stress.
- Inherited mental health risks such as an increased risk of anxiety or depression and inherited aspects of your personality or temperament.

1.5.2 Risk Factors

- Having a job that increases your risk of being exposed to traumatic events, such as firefighting.
- Experiencing intense or long-lasting trauma.
- Feeling horror, helplessness or extreme fear.
- Seeing people get killed or hurt.
- Having experienced other trauma earlier in life, including childhood abuse/ or neglect.
- Having other mental health problems such as anxiety or depression.
- Lacking a good support system of family and friends.
- Dealing with extra stress after the event, such as loss of a loved one, pain and injury, or loss of a job or home.
- Having biological relatives with mental health problems including PTSD or depression.

PTSD can increase the risk of other mental health problems such as:

- Depression and anxiety,
- Issues with drugs or alcohol use,
- Suicidal thoughts and actions.

1.5.3 Signs and Symptoms

Symptoms may start within 3 months of the event but can sometimes not appear until years after the event. The symptoms can make it hard for the affected person to live their everyday life and can be accompanied by depression, substance abuse, or other anxiety disorders.

2.0 DEFINITIONS:

2.1 Critical Incident - an event that is experienced as sudden, unexpected, incomprehensible, shocking, and personally upsetting. It has the potential to result in physical and/or emotional distress which affects employees and families.

2.2 Critical Incident Stress (CIS) - the emotional, physical, cognitive and behavioural reactions, signs and symptoms experienced by a person or group in response to a critical incident. It is a normal response to an abnormal situation. It can lead to psychological stress and anxiety which subsequently may result in poor work performance, family stress, personality shifts and a variety of other problems.

2.3 Debriefing - a proactive, professionally led, post-incident intervention involving a group meeting or discussion about a distressing critical incident. A debriefing is based on the core principles of crisis intervention. It is designed to mitigate the impact of a critical incident and assist in the amelioration of stress associated with the critical incident. Debriefing will ideally be conducted within 24 to 72 hours post-incident

2.4 Defusing - an intervention that is a shorter, less formal version of a debriefing. It generally lasts from 30 to 60 minutes and is best conducted one to four hours after a critical incident. It is usually not conducted more than 12 hours after an incident. Like a debriefing, it is a confidential and voluntary opportunity to learn about stress, share reactions to the incident and express emotions. The main purpose of this type of intervention is to stabilize people affected by the incident so they can return to their normal routines without unusual stress. The goal is to normalize the process, emphasize resiliency and deal with logistics. Where appropriate, a formal debriefing could also be required.

2.5 Grief and Loss Counseling - a structured group or individual session following an incident. It often helps firefighters to understand their own grief reactions as well as creating a healthy atmosphere of openness and dialogue around the circumstances of the incident

2.6 Intervention - the organized and professional response to critical incidents. The goal of an intervention is to assist affected individuals to share their experiences, express emotions, learn about stress reactions and symptoms, and to help individuals to resume normal activities. An intervention is conducted as a confidential, voluntary and educative process. It is not therapy. If the critical incident involved physical harm, an intervention would include the participation of medical personnel.

2.7 Post Traumatic Stress Disorder (PTSD) - a formally recognized psychiatric disorder which may result from exposure to a critical incident. PTSD is identified by three characteristic clusters of symptoms.

The symptom clusters are:

- Intrusive/recollected thoughts
- Hyperarousal
- Numbing/withdrawal. This condition develops slowly as a reaction to stress that has been suppressed for some time. Critical incidents may require different levels of response.

2.8 Examples of critical incidents include, but are not limited to, the following:

- Sudden death,

- Suicide or threat of suicide,
- Life threatening injury/illness,
- Sexual assault,
- Mental health crisis,
- Drug/alcohol overdose,
- Violent or threat of violent crime and harassment in the work place,
- Natural disasters

2.9 Mental Health - is a state of well-being in which an individual realizes his or her own abilities, can cope with the normal stresses of life, can work productively and is able to make a contribution to his or her community.

2.10 Mental Illness -is a recognized, medically diagnosable illness that results in the significant impairment of an individual's cognitive, affective or relational abilities. Mental disorders may result from a number of factors including biological, developmental and/or psychosocial factors and can be managed using various approaches such as prevention, diagnosis, treatment and rehabilitation. A person's mental health may deteriorate when the demands placed on them exceed their resources and coping abilities, the result may be the development of a mental illness.

Mental illness may manifest in many different forms. It may be something the individual has coped with for many years or may be a new development. Examples of common mental illnesses include, but are not limited to:

- Anxiety Disorders
- Attention Deficit Disorders
- Depression
- Bipolar Disorder
- Eating Disorders
- Phobia or Panic Disorders
- Post-Partum Depression
- Post-Traumatic Stress Disorder
- Seasonal Affective Disorder

3.0 PURPOSE:

This policy has been created to promote and sustain the emotional well-being of employees in the workplace. The WNFS is vitally interested in the ongoing health and safety of our staff, which includes mental health and stress. Stress and poor mental health are associated with many of the leading causes of disease and disability. This policy has been adopted to ensure the promotion and protection of the mental well-being of our staff; to give support and assess the individual needs of the firefighter following a critical incident, and develop an action plan on an individual incident basis.

This is a living document which will be updated as our organization advances on our PTSD prevention journey.

3.1 Legal Requirements

At the WNFS, we understand that we have a legal requirement under the Occupational Health and Safety Act to take every reasonable precaution to protect workers from harm.

Employers and supervisors are required to inform all workers about psychological hazards on the job and provide training to employees on how to prevent these hazards and protect themselves from harm. Workers are also required to follow policies and procedures set out by the employer.

4.0 PROCEDURES TO FOLLOW:

The following are procedures that shall be followed;

4.1 Notification of Injury/Illness

Section 51 and 52 of the Occupational Health and Safety Act (OHSA) requires notification to the Ministry of Labour, if an employee is critically injured, disabled from performing their own work or receives medical attention resulting from an incident. The details required in these reports, and the parties who must be notified are based on the severity of the injury and are outlined in the OHSA. The Joint Health and Safety Committee will also be notified.

Reporting PTSD requires the same procedures as reporting any other injury or illness. When an injury or illness occurs, the employer shall submit a **Form 7** Report of Injury/Illness within three days.

The firefighter shall complete **Form 6**. The firefighter is required to see a physician and the physician will complete a **Form 8**. Firefighters shall also complete the Township of Wellington North Accident/Illness Reporting & Prevention Form. **All completed** forms shall be submitted to the Office of The Fire Chief within 2 days.

4.2 Organizational PTSD Practices

The WNFS considers mental health, well-being and psychological safety of its firefighters to be important part of a productive, effective and healthy workplace.

To promote a healthy workplace we will strive to;

- Increase awareness about mental health issues and create an open dialogue between employees, managers, leadership and the union.
- Promote principles of mutual respect, confidentiality and cooperation across the organization.
- Support managers to help address the mental health, well-being and psychological safety of our employees and provide them resources and tools to address demands, conflict, emotional distress or trauma experienced by our workers.
- Focus on the organizations impact on the health and well-being of all employees, not personal health status.

4.3 Organizational Anti-Stigma Practices

The WNFS is committed to fostering a workplace where our firefighters are protected from stigma associated with mental illness. Our organization will ensure that all firefighters are treated with respect and dignity; this includes those suffering from mental illness and those who support other workers suffering from mental illness.

Harassment and acts of discrimination will not be tolerated. Anyone who is found to be stigmatizing another individual may be subject to disciplinary action. Types of behavior and acts that contribute to stigma include:

- Prejudicial attitudes and discriminating behaviour directed towards individuals.

- Trivializing or belittling people suffering from PTSD, or PTSD itself.
- Insulting people who are suffering from PTSD.
- Patronizing people who are suffering from PTSD by treating them as if they are not as good as other people.
- Ostracizing people who are suffering with PTSD, or their friends and supports.

To support a stigma-free workplace, we will;

- Provide PTSD awareness training and education.
- Regularly monitor organizational practices and systems for barriers to achieving a stigma-free workplace.
- Provide an effective and fair complaints process.
- Lead by example.

The Chief Officers and Captains are responsible for fostering a stigma-free workplace and setting an example of appropriate behaviour.

Firefighters are responsible for treating co-workers with respect in the workplace, bringing forward complaints and cooperating with investigations into complaints. Firefighters are also responsible for treating all parties and situations in a sensitive and confidential manner.

4.4 Recognizing and Responding to Signs and Symptoms of PTSD

Chief Officers and Captains are expected to know how to recognize and respond to signs and symptoms of PTSD in a firefighter or fellow Officer. If signs and symptoms are found to be present it is expected that the Chief Officer or Captain shall:

- Keep the communication lines open with the firefighter and ask how they or other team members can provide support to the firefighter. If the firefighter is not ready to talk, wait for them to open up. If they do start to share, do not interrupt, it is often difficult for people with PTSD to ask for help, particularly if there is a concern about stigmatization.
- Deal with signs and symptoms directly and as soon as possible. If signs and symptoms are recognized it is best to open the dialogue and provide support so that the firefighter knows they are supported in the workplace.
- Provide information about the options the firefighter has to address PTSD. Help the firefighter access support and help resources, if they request or need assistance.
- Encourage the firefighter to talk to someone they trust about what has happened, this could be team members identified in our fire service to provide peer support, family members, friends, Chief Officer or Captain.
- Share with the firefighter that what they are experiencing is a normal reaction. Provide information about signs and symptoms and when they should speak to a professional or seek additional help.

4.5 Collection of information

As much information as possible shall be collected (on a need-to-know basis, to provide timely and appropriate response in clear respect for privacy legislation) about the event to assist with decisions about required actions.

4.6 Critical Incident Response

When a firefighter experiences unusually strong emotional reactions which have the potential to interfere with their ability at an event or later, the Incident Commander shall;

- notify the Fire Chief or his/her designate.
- notify the Chaplain, who will respond to the incident

- ensure the Chaplain or Officer escorts the firefighter from the scene.
- escort the firefighter to hospital if required
- escort the firefighter home and remain with the firefighter, if hospitalization is not required. The Peer Support Team shall be notified
- ensure that all requirements of Section 4.1 are adhered to.

4.7 Referral

When possible the individual should be encouraged to take advantage of the WNFS Member Family Assistance Program (MFAP) through Homewood Health; where a counsellor is waiting to assist and guide the individual through the situation. All calls to Homewood are confidential between the counsellor and the patient. This program is paid for by the Township of Wellington North.

Homewood can be contacted @ **1.800.663.1142**. The Ontario Provincial Police have Clinicians on staff that may also provide assistance. Chief Officers can contact the Ontario Provincial Police at **519.343.5770**. VFIS. **1.519.200.0432**

5.0 Roles and Responsibilities for Prevention, Intervention, Recovery and Return to Work

5.1 Chief Officer and Captain Leadership Roles

Our Chief Officers and Captains Leadership will:

- Understand the impact that PTSD, and other occupational stress injuries have on the organization
- Identify what health and safety programs already exist and how a PTSD Prevention program can be integrated into existing systems. This should consider:
 - Management Training,
 - Employee Engagement,
 - Anti-stigma Awareness,
 - Civility and Respect, Anti-Stigma,
 - Critical Incident response and management,
 - Member & Family Assistance Programs (MFAP) or other benefits that support a mental health and wellness program,
 - Training individuals in strategies for resiliency and health behaviour.
- Set the tone and lead by example, reducing stigma and encouraging conversations and take every reasonable precaution to protect firefighters.
- Makes early and considerate contact with an injured/ill firefighter.

5.2 Chief Officers and Captains

Our Chief Officers and Captains will:

- Participate in training to be aware and ready to address the day to day aspects of PTSD prevention and management.

- Receive training on how to recognize signs and symptoms of PTSD and understand the causes and risk factors and understand how to support workers suffering from PTSD.
- Identify individuals at risk of PTSD.
- Be prepared through training, coaching or other means to engage workers in discussions about psychological health and safety.
- Encourage active discussion with workers about mental health and psychological safety.
- Implement processes to report concerns and provide support to workers in need.
- Help identify control methods that support PTSD prevention such as workplace rotations for highly exposed individuals.
- Reduce stigma by participating in positive conversations.
- Understand how to accommodate a firefighter suffering from PTSD.
- Actively participate in a systematic, structured and coordinated Return to Work process and plan.

5.3 Firefighters

Firefighters will

- Participate in training and education about PTSD
- Report concerns, incidents so that they can be investigated and addressed.
- Listen to coworkers and encourage engagement.
- Reduce stigma by participating in positive conversations.

5.4 *Human Resources (TBD)*

The Human Resources department will:

- Assist the injured/ill firefighter to remain or return to work while they recover, while also ensuring that the return to work date is sensible, flexible and safe for the firefighter.
- Help the firefighter return to the workplace post-injury/illness.
- Connect and consult with the injured/ill firefighter, treating health professional, and WSIB representative and make sure that everyone understands what to expect and what is expected of them.
- Monitor the firefighter's progress towards returning to work.
- Help resolve issues or disputes related to the return to work.

6.0 Training

6.1 PTSD Awareness and Anti-Stigma Training

The WNFS is committed to providing PTSD and anti-stigma awareness training to all firefighters within our organization. Our organization will implement and maintain the awareness training program so that all staff are familiar with the signs and symptoms of PTSD.

6.2 Recognizing Signs and Symptoms and Responding to Signs of PTSD

All Chief Officers and Captains will receive training on how to recognize the signs and symptoms of PTSD and learn the organization's expectations on how to respond to and address these signs and symptoms.

6.3 Post Exposure Education and Awareness

Education and awareness will be offered to those who have experienced a traumatic event. This education will focus on providing information about signs and symptoms,

how to access care if needed, and provision of contact information if they require assistance and/or resources.

6.4 Training Roll-Out

The WNFS has committed to delivering The Canadian Critical Incident Stress Foundation (CCISF) program to all firefighters. The program is **SUPPORTING INDIVIDUALS THROUGH TRAUMA (S.I.T.T)**..

6.5 Early Intervention Strategies

When firefighters are exposed to a traumatic event, The WNFS will provide those firefighters with the following early interventions to minimize stress and promote prevention of PTSD:

- Allowing time off for the firefighters who have been involved in a traumatic event.
- Providing firefighters with stigma-free counseling services to address the emotional aspects of what they have experienced.
- Use of debriefing sessions that focus on helping them put their experiences in perspective and validate what they have seen, done, thought and felt.
- Providing ongoing education that gives information on PTSD, stress management and actions they can take for themselves.
- Offering peer support programs.

7.0 Peer Support Team

Arthur; Two Captains
 Mount Forest; Two Captains
 WNFS Chaplain
 Fire Officers from area Fire Departments (TBD)

7.1 Employee Assistance Program

HOMEWOOD
 1.800.384.1152
 VFIS
 1.519.200.0432

8.0 Acknowledgements

Canadian Critical Incident Stress Foundation
 Homewood Health – Member and Family Assistance Program
 Cobourg Fire Department
 West Grey Fire Department
 Wellington North Fire Service - Critical Incident Stress Management Plan
 Ontario Provincial Police
 Ontario Occupational Health & Safety Act



Communiqué



From the desk of:

March, 2017 # 041

Fire Chief.

1. Operating and Capital Budget. **Effective immediately any purchase of over \$200.00** is required to have the Fire Chief's approval. The Fire Chief will be briefing the Station Coordinators.
2. **Officer Course:** "*Beyond Helmets and Hoses*" will be presented to **all** WNFS Officers April 8th & 9th, 2017. We will be joined by other Ontario Fire Departments. We are the **HOST!**
3. **REMINDER:** Canadian Critical Incident Stress Foundation will be delivering CISM. Step two is "Supporting Individuals Through Trauma" (SITT). Training and Certification will be in **Rockwood May 27/17 09:00**. This training and certification is **mandatory**. The course will be 4 hours. WNFS are one of the leaders in CISM for the fire service. The Fire Chief has now completed the PTSD Prevention Plan as per Bill 163. A report to Council will follow in April.
4. **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 lam Responding are being identified. Please USE this valuable tool!**
5. **Tablets:** Now installed. Training will commence shortly. County Maps and Google Maps have been installed. The ERG 2016 and Incident Command is downloaded. Frey is still working on a process for instantly obtaining Burn Permits. FPO Marco has created a file for Burn Permits and the permits will be downloaded every Monday now. **DO NOT DELETE** anything. I realize our training sessions are very full at this time, so **PLEASE** take the time to familiarize yourself with these units. Practice makes perfect. Official Training will happen when time presents itself.
6. The Annual Safety Checks on our vehicles are complete.
7. Weekend stand-by will be here very soon. The District Chief and Captains will brief everyone. Starts May long weekend.
8. Thanks everyone for keeping things relatively quiet when I was away. Much appreciated.

"The world hates change, yet it is the only thing that has brought progress"

Charles Kettering



Communiqué



FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to March 31 for the years 2016 and 2017				
	2016		2017	
	<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 March 31.	14	18	20	24
Fatal fires on Federal or First Nations properties from January 1 to March 31	1	9	1	1
Total	15	27	21	25

Respectfully;

Fire Chief

TRAINING DIVISION

Training Division

A new Training Committee will be formed in April. More to follow. We have confirmed a training house in Mount Forest. It will be available for Fire Stations.



Communiqué



March Fire Report 2017

ARTHUR STATION:

The Arthur Station responded to 11 calls for assistance during the month.

Respectfully submitted by
Bill Hieber

Practice/ Meetings:

March 7, 2017 (16) members were present
March 21, 2017 (15) members were present
March 28, 2017 (16) members were present

MOUNT FOREST STATION:

The Mount Forest Station responded to 25 calls for assistance during the month.

Practice/ Meetings:

March 7, 2017 (19) members were present
March 21, 2017 (13) members were present
March 28, 2017 (17) members were present



Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	4	Town (1)	13	Town (8)
		Township (3)		Southgate(2)
				Township(2) West Grey(1)
Straw Pile Fire	1	Township(1)	1	Township (1)
Co/Smoke/ Alarm	1	Town (1)	2	Town (2)
Vehicle collision	4	Township(2)	1	Township (1)
		Town(1)		
		Mapleton(1)		
Fire Alarm			5	Town (5)
Chimney Fire	1	Stand By (1)	2	Southgate(2)
Hydro Pole Fire			1	Town (1)



Communiqué



Fire Prevention/Public Education

FIRE SAFETY PRESENTATIONS

Community Safety Net Books Distributed
Wellington Heights Secondary School Career Day

FIRE SAFETY INSPECTIONS

Saugeen Valley Nursing Centre, Mount Forest
Masonic Hall, Mount Forest

FIRE INVESTIGATIONS

FIRE SAFETY COMPLAINT INSPECTIONS

361 John Street, Mount Forest

FIRE SAFETY PLAN REVIEWS

Kenilworth Public School, Kenilworth

VULNERABLE OCCUPANCY FIRE DRILLS

BURN PERMIT SITE INSPECTIONS

8837 Wellington Road 14
9356 HWY 6
7303 Fifth Line
7237 Jones Baseline
8134 Line 10
7550 Mitchell Drive
7226 Sideroad 2 East
8991 Sideroad 13

BURN COMPLAINTS



“TEST YOURS *TODAY*”



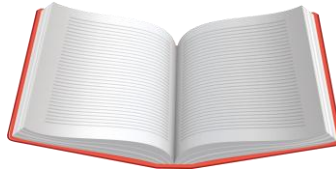
Communiqué



Hello Everyone,

Not sure if you have noticed but there are safety messages hanging up at the Arthur and Mount Forest Arenas. This is one way we are trying to get safety messages out. We also have a full-page safety ad in the Mount Forest Mirror once a month. Be sure to listen to 88.7 for other safety tips provided by the Wellington North Fire Service.

“SAVING LIVES THROUGH EDUCATION”



Please have all monthly reports submitted by the 5th of each month to:

fpo@wellington-north.com

Next communiqué will be April 9th, 2017



**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF APRIL 24, 2017**

**FROM: DEREK McCAUGHAN, INTERIM DIRECTOR OF PUBLIC WORKS
BARRY TROOD, WATER AND SEWER SUPERINTENDENT**

**SUBJECT: REPORT PW 2017-010 BEING A REPORT ON 2017 RESERVE
WASTEWATER CAPACITY CALCULATIONS FOR WELLINGTON
NORTH**

RECOMMENDATION

THAT Report PW 2017-010 being a report on 2017 reserve wastewater capacity calculations for Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North direct staff to submit copies of the reports prepared by Triton Engineering Services Limited to the Ministry of the Environment and Climate Change.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Annual Activity, PW 2016-011

BACKGROUND

The Township of Wellington North, in compliance with the Ministry of Environment and Climate Change (MOECC) guidelines, submits annual wastewater reserve capacity calculations for its treatment plants in Arthur and Mount Forest.

For 2017, Triton Engineering Services Limited has completed these reserve capacity calculations for both facilities and submitted a report on each to the Township – see Schedule A – Arthur, Schedule B – Mount Forest.

As part of this process, the MOECC requires a resolution be passed by Council to “review and adopt” the reserve capacity calculations as completed by Triton.

As shown within the Arthur report, uncommitted reserve capacity is $-52 \text{ m}^3 / \text{day}$ which indicates the treatment plant is currently processing more waste water than its design capacity of 1465 m^3 . Notwithstanding this, growth continued in 2016. This is attributed to previously committed development activity.

As shown within the Mount Forest report, uncommitted reserve capacity is $861 \text{ m}^3 / \text{day}$ which indicates the plant is operating below its design capacity of 2818 m^3 .

2013-2016 Reserve Capacity Calculations

Arthur Waste Water Treatment Plant (WWTP)	2013	2014	2015	2016	2017
Design Capacity –WWTP	1465	1465	1465	1465	1465
Average Daily Flow (ADF) **	1398	1603	1712	1678	1490
Reserve Capacity (Uncommitted)	-32	-152	-201	-176	-52

Mount Forest Waste Water Treatment Plant (WWTP)	2013	2014	2015	2016	2017
Design Capacity –WWTP	2818	2818	2818	2818	2818
Average Daily Flow (ADF) **	2110	2235	2138	2017	1922
Reserve Capacity	610	474	597	763	861

** ADF for each year is derived by averaging the previous three year ADF period.

FINANCIAL CONSIDERATIONS

Triton Engineering Service Limited prepared these documents on a time and expense basis and the final expense for these reports is not known at time of writing. Costs associated with this activity will be borne through the approved 2017 Operating Budget.

No financial impact will be realized for the Ministry of Environment submission.

STRATEGIC PLAN

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

Yes

No

N/A

Which pillars does this report support?

Community Growth Plan

Human Resource Plan

Brand and Identity

Strategic Partnerships

Community Service Review

Corporate Communication Plan

Positive Healthy Work Environment

Wastewater capacity is a prerequisite to community development.

PREPARED BY:	RECOMMENDED BY:
---------------------	------------------------

Derek McCaughan
Barry Trood

Michael Givens, CMAA

DEREK McCAUGHAN INTERIM DIRECTOR OF PUBLIC WORKS	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
BARRY TROOD WATER AND SEWER SUPERINTENDENT	



**TRITON
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e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

April 6, 2017

RECEIVED

APR 11 2017

TWP. OF WELLINGTON NORTH

Township of Wellington North
P. O. Box 125, 7490 Sideroad 7 West
KENILWORTH, Ontario N0G 2E0

Attention: Barry Trood
Water and Sewer
Superintendent

RE: 2017 RESERVE CAPACITY CALCULATIONS
ARTHUR WASTEWATER TREATMENT PLANT
OUR FILE: A5510(17)R05

Dear Sir:

We have undertaken a review of the reserve capacity for the Arthur Wastewater Treatment Plant (WWTP) for 2017 in accordance with the requirements outlined in the Ministry of Environment and Climate Change guidelines. The current average day flow (ADF) is based on recorded flows at the plant for a three year period (2014, 2015 and 2016) as provided by the Ontario Clean Water Agency (OCWA).

The reserve capacity calculations indicate a decrease in the three year ADF from 1,678 m³/day to 1,490 m³/day. The Arthur WWTP remains non-compliant with its Certificate of Approval, with respect to flow, for the 3 year average. Calculations provided in Table 1 (attached), indicate the uncommitted reserve capacity has increased from (-176) to (-52) equivalent residential units but remains negative indicating that the facility cannot accommodate any additional development.

Registered/Unbuilt development figures have been adjusted to include Building Permits issued in 2016 as provided by the Chief Building Official. Sixteen (16) units were connected to the collection system in 2016. Based on Golden Valley Farm's most recent monitoring report submitted to the Township in February 2016, the number of committed units for this industry is 19 equivalent residential units.

For the past two years, the ADF at the plant was less than the rated capacity of 1,465 m³/day with the 2015 ADF at 1,382 m³/day and the 2016 ADF at 1,356 m³/day.

Following Council's review and adoption of the attached report, we would recommend that a copy of the report be forwarded to Lisa Williamson at the MOECC Guelph District Office. We trust that you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

Christine M. Furlong, P. Eng.

Encl:

cc: Linda Redmond, County of Wellington, Planning Dept.

TABLE 1

A5510(17)R05

ARTHUR - WWTP 2017 RESERVE CAPACITY	
DESCRIPTION	2017
1. Design capacity of WWTP (m ³ /day)	1465 m ³ /day
2. Average Daily Flow* (m ³ /day)	1490 m ³ /day
3. Reserve capacity (m ³ /day) (1) - (2)	-25
4. Population served **	2578
5. Serviced households ***	1002
6. Average daily per capita flow (m ³ /day) (2) ÷ (4)	0.578
7. Additional population that can be served (3) ÷ (6)	-43
8. Persons per equivalent residential unit (4) ÷ (5)	2.57
9. Additional equivalent residential units that can be served (7) ÷ (8)	-17
10. Committed development (Table 2)	35
11. Uncommitted Reserve Capacity in Equivalent Residential Units (9) - (10)	-52
<p>* Average of 2014 (1,731 m³/d), 2015 (1,382 m³/d) and 2016 (1,356 m³/d)</p> <p>** Estimated Population using 2011 Census (2421) + (units built in 2012, 2013, 2014, 2015 and 2016 x 2.57)</p> <p>*** Estimated residential sewage connections (<i>5 units added in 2012, 20 units added in 2013, 7 units added in 2014, 13 units in 2015 and 16 units in 2016</i>)</p>	

TABLE 2

A5510(16)R05

ARTHUR		
SUMMARY OF COMMITTED DEVELOPMENT - 2017		
REGISTERED/UNBUILT	REMAINING UNITS	TOTAL
1. D. Martin Development (Conestoga St.)	1	
2. Eastridge Landing - Carroll Street	1	
SUB-TOTAL		2
MULTI-UNIT DEVELOPMENT	UNITS	
1260119 Ontario Inc. - Preston Park	14	
SUB-TOTAL		14
INDUSTRIAL	UNITS	
Golden Valley Farms	19	
SUB-TOTAL		19
INFILLING LOTS	UNITS	
	0	
SUB-TOTAL		0
TOTAL COMMITTED UNITS		35

FYI MIKE

SCHEDULE "B"

075



**TRITON
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ORANGEVILLE • FERGUS • GRAVENHURST

April 6, 2017

Township of Wellington North
P. O. Box 125
7490 Sideroad 7 West
KENILWORTH, Ontario
N0G 2E0

Attention: Barry Trood
Water and Sewer
Superintendent

RECEIVED

APR 11 2017

TWP OF WELLINGTON NORTH

RE: 2017 RESERVE CAPACITY CALCULATIONS
MT. FOREST WASTEWATER TREATMENT PLANT
OUR FILE: A5510(17)R03

Dear Sir:

We have undertaken a review of the reserve capacity for the Mount Forest Wastewater Treatment Plant (WWTP) for 2017 in accordance with the requirements outlined in the Ministry of Environment and Climate Change guidelines. The current Average Day Flow (ADF) is based on recorded flows at the plant for a three year period (2014, 2015 and 2016) as provided by the Ontario Clean Water Agency (OCWA).

The reserve capacity calculations indicate a decrease in the three year ADF from 2,017 m³/day to 1,922 m³/day. Calculations provided in Table 1 (attached) indicate the uncommitted reserve capacity has increased from 763 to 861 equivalent residential units.

Registered/Unbuilt development figures provided in Table 2 (attached) have been adjusted to include Building Permits issued in 2016 as provided by the Chief Building Official. Thirteen (13) additional units were connected to the collection system in 2016.

Following Council's review and adoption of the attached report, we would recommend that a copy of the report be forwarded to the MOECC Guelph District Office to the attention of Lisa Williamson. We trust you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

Christine M. Furlong, P. Eng.

Encl.

cc: Linda Redmond, County of Wellington, Planning Department

TABLE 1

A5510(17)R03

MOUNT FOREST - WWTP 2017 RESERVE CAPACITY	
DESCRIPTION	2017
1. Design capacity of WWTP (m ³ /day)	2818
2. Average day flow * (m ³ /day)	1922
3. Reserve capacity (m ³ /day) (1) - (2)	896
4. Population served **	4949
5. Serviced households ***	2059
6. Average daily per capita flow (m ³ /day) (2) ÷ (4)	0.388
7. Additional population that can be served (3) ÷ (6)	2309
8. Persons per equivalent residential unit (4) ÷ (5)	2.40
9. Additional equivalent residential units that can be served (7) ÷ (8)	962
10. Committed Development (Table 2)	101
11. Uncommitted Reserve Capacity in Equivalent Residential Units (9) - (10)	861
* Average of 2014 (2071 m ³ /day) and 2015 (1746 m ³ /day) and 2016 (1948 m ³ /day)	
** Estimated Population using 2011 Census (4757) + (units built in 2012, 2013, 2014, 2015 and 2016 x 2.40)	
*** Estimated Residential sewage connections (40 units added in 2012, 6 units added in 2013, 13 units added in 2014, 8 units in 2015 and 13 units in 2016)	

TABLE 2

A5510(17) R03

MOUNT FOREST		
SUMMARY OF COMMITTED DEVELOPMENT - 2017		
REGISTERED/UNBUILT	REMAINING UNITS	TOTAL
Bye - Church St. (Plan 419)	1	
SUB-TOTAL		1
DRAFT PLAN APPROVED OR COMMITTED BY RESOLUTION	UNITS	
Reeves - Albert Street Estates	3	
Lucas Subdivision (King & Albert Streets)	34	
James Bowden Sr. (2013)	8	
H. Bye Construction, London Road	4	
Strathcona Long Term Care	44	
SUB-TOTAL		93
MULTI-UNIT DEVELOPMENT	UNITS	
SUB-TOTAL		0
INFILL LOTS	UNITS	
	7	
SUB-TOTAL		7
TOTAL COMMITTED UNITS		101



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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF APRIL 24, 2017**

FROM: DEREK McCAUGHAN, INTERIM DIRECTOR OF PUBLIC WORKS

**SUBJECT: REPORT PW 2017-011 BEING A REPORT ON THE SANITARY
ALLOCATIONS FOR THE STRATHCONA LONG TERM CARE
FACILITY, MT. FOREST**

RECOMMENDATION

THAT Report PW 2017-011 being a report on the sanitary allocation for the Strathcona Long Term Care facility be received;

AND FURTHER THAT the Council of the Township of Wellington North commit forty four (44) sanitary sewer allocations to Strathcona Village Homes-2194808 Ontario Ltd-Peter Schlegel- for a 96 bed long term care facility, commonly known as the Strathcona Long Term Care facility, 720 Princess Street, all of Pk. Lt. 7 and Pt. Pk Lt. 6, S of Princess St., Town of Mount Forest in the Township of Wellington North;

AND FURTHER THAT these sanitary sewer allocations have an expiry of thirty-six months from date of passage of the resolution, after which period the allocation of 44 sewer units for this development will be withdrawn.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Report PW 2017-010 being a report on 2017 wastewater capacity calculations for Wellington North. (on current agenda)

BACKGROUND

Triton Engineering Services Ltd. has calculated the Strathcona Long Term Care facility will generate a sewage flow of approximately 43,200L/day requiring a sewage allocation of 44 equivalent residential units. The Mount Forest Waste Water Treatment Plant will have a remaining 861m³ of uncommitted reserve capacity of equivalent residential units **after** allocation of these 44 equivalent sewer connections.

FINANCIAL CONSIDERATIONS

N/A

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

Sanitary sewer capacity and infrastructure is a prerequisite to community growth.

PREPARED BY:	RECOMMENDED BY:
---------------------	------------------------

Derek McLaughan

Michael Givens, CMAA

DEREK McCAUGHAN INTERIM DIRECTOR OF PUBLIC WORKS	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
---	--

March 30, 2017

Karren Wallace Clerk
Township of Wellington North
PO Box 125, 7490 Sideroad 7 West
Kenilworth, ON N0G 2E0

RECEIVED

APR - 4 2017

TWP. OF WELLINGTON NORTH

Dear Ms. Wallace:

Re: Notice of Change to the Chair and Size of Source Protection Committee

We are pleased to announce the appointment of Mr. William (Bill) Twaddle as Chair for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee (SPC) effective March 22, 2017. Bill was identified as the recommended candidate through a competitive selection process involving the three Source Protection Authorities in our Region along with the Ministry of the Environment and Climate Change. We look forward to working with Bill on the continued implementation of the Source Protection Plan across our Region.

Also, the SPC and the Management Committee for the Source Protection Region recently passed motions to reduce the size of the SPC to thirteen members from the original sixteen, which necessitated a realignment of the municipal groupings into four groups. These members were appointed to represent the interests of the twenty-one lower-tier municipalities within the Region and were originally divided into five groupings.

Please see below the corresponding names of the municipal representatives for the realigned groups, as well as the attached map showing the proposed municipal groupings for the Region.

Group Number	Representative	Municipalities in Group
1	Kathie Hughes	Township of Georgian Bluffs Municipality of Northern Bruce Peninsula Town of South Bruce Peninsula City of Owen Sound
2	Mitch Twolan	Township of Huron-Kinloss Municipality of Kincardine Town of Saugeen Shores Township of Howick Municipality of Morris-Turnberry Municipality of South Bruce
3	Les Nichols	Municipality of Arran-Elderslie Municipality of Brockton Town of Hanover Town of Minto Township of Southgate Township of Wellington North

Proposed Municipal Groupings for Source Protection Committee 081

Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region

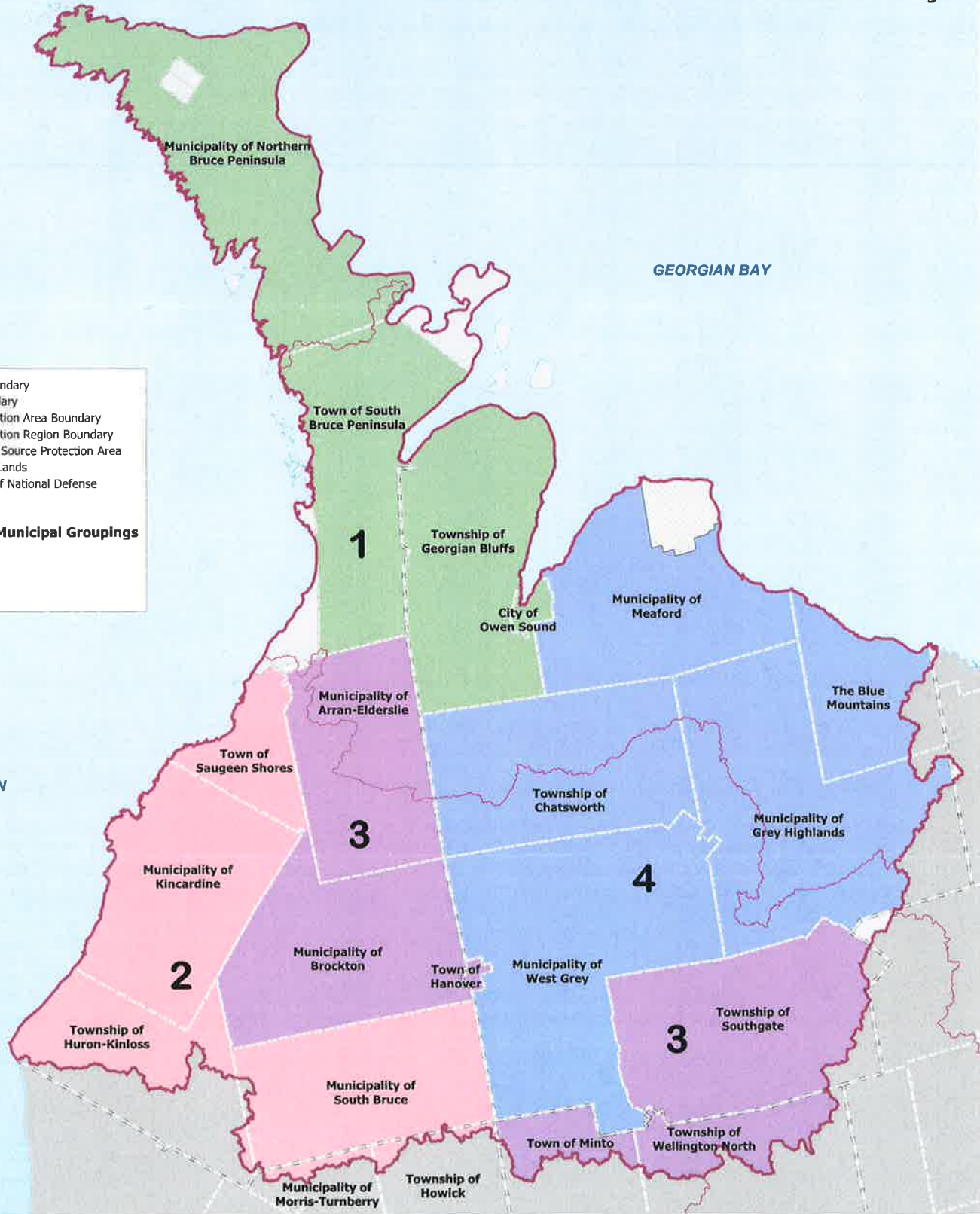


Legend

- Municipal Boundary
- County Boundary
- Source Protection Area Boundary
- Source Protection Region Boundary
- Neighbouring Source Protection Area
- First Nations Lands
- Department of National Defense Lake

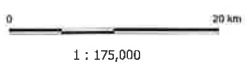
Potential Municipal Groupings

- Group 1
- Group 2
- Group 3
- Group 4



LAKE HURON

GEORGIAN BAY



Projection: UTM NAD 83 Zone 17

DRAFT September 27, 2016

DRINKING WATER SOURCE PROTECTION ACT FOR CLEAN WATER

Base mapping produced under license with the Ontario Ministry of Natural Resources. © Crown's Printer for Ontario and its territories, [2016]. The use of this data does not constitute an endorsement by the MBM or the Ontario Government of such data. Photo: Protection Zones established by Saugeen and QWSP. Source Protection Areas created by the Saugeen Region & Associates. General: Google Maps/Google, Saugeen Region Conservation, Saugeen Region Conservation, and QWSP. Disclaimer: This map has been compiled from various sources and is intended for illustrative purposes only. It should not be used as a precise indicator of results nor as a guide to navigation.

Ministry of Natural Resources and
Forestry

Natural Resources Conservation Policy
Branch
Policy Division
300 Water Street
Peterborough, ON K9J 8M5

Ministère des Richesses naturelles et
de la Foresterie

Direction des politiques de conservation
des richesses naturelles
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 8M5



MAR 28 2017

TWP. OF WELLINGTON NORTH

March 17, 2017

Notice: Proposed changes to fees and royalties re: pits and quarries

The ministry is proposing to increase, equalize and index annual aggregate fees and royalties by amending Regulation 244/97 under the Aggregate Resources Act.

As the holder of a licence or permit under the act, these changes will be important to you and your business. The ministry would like to ensure that you are aware of the changes proposed and how you can comment on them. The proposed changes are described in the attachment to this letter.

A notice regarding the proposed changes has also been posted on the Regulatory Registry for consultation for a period of 45 days ending on May 1st, 2017 (visit www.ontariocanada.com/registry and look under "Current Proposals").

There are several ways you can comment on this proposal, including:

1. Directly through the Regulatory Registry posting (click on the link titled "Comment on this proposal via email")
2. By email to ARAreview@ontario.ca, or
3. By mail or fax (705-755-1971) to:

Hal Leadlay
Resource Development Section
Ministry of Natural Resources and Forestry
300 Water Street, 2nd Floor South
Peterborough, ON K9J 8M5

If you have any questions about the proposed changes, please contact Hal Leadlay, Resource Development Section, at 705-755-1827 or hal.leadlay@ontario.ca.

Effective Dates:

The proposed regulatory changes to annual licence fees and annual permit fees would come into effect on July 1st, 2017. This means that in 2018, payments due would be as follows:

- *For licences (private land)*: New rates would be applied to aggregate removed between July – Dec 2017. Aggregate removed Jan – June 2017 would be subject to the old rates
- *For aggregate permits (for Crown land)*: New rates would apply in the same way as licences, however, the amount payable in 2018 will be the total amount due minus any annual fee already paid for 2017 (i.e., the flat rate of \$200 will be credited if it has already been paid)
- New annual fees for licences and aggregate permits would apply to full years beginning in 2019, on aggregate removed in 2018 (not including material that wasn't originally extracted from the site)
- *For wayside permits*: new rates will apply starting January 1st, 2018 upon issuance of new wayside permits

Indexation:

Effective January 1st, 2020, fees and royalties will be indexed as follows:

- Indexing will be to the Ontario Consumer Price Index (all items, averaged over a 12-month period ending Sept 30 of the previous calendar year)
- The indexed amount will be rounded to one tenth of a cent
- Rates would not be indexed downward

Royalty on Sites Subject to Mining Leases:

Should Bill 39 (the *Aggregate Resources and Mining Modernization Act*) pass, the ministry intends to phase-in royalty payments on existing ARA sites removing material that is also subject to a mining lease. This phase-in would begin in 2019 and extend over a three year period (e.g., 33% of royalty would be due in first year, 66% of royalty in second year, and in the third year the full royalty rate would apply).



To: Township of Wellington North Council
Attention: Mike Givens
Subject: Homecoming Update and Financials

Good afternoon Mike and Wellington North Council, as promised I am including the updated schedule of events and financials for the upcoming Homecoming celebrations coming in June 23-25, 2017. We would like to take this opportunity to thank Wellington North for their continued support and co-operation in the planning of the Mount Forest's Reunion.

If we may, we would like to request an extension of the original Resolution for the "Homecoming Committee" 2015-336 being an ad hoc Committee of Council. With the success of our events the community has requested we carry on a few of the events on after the actual Homecoming weekend. ie. Bubbles and Suds and Christmas House Tour, to do so we would require an amendment date extension to December 31, 2017. Can we also ask that the Resolution also be amended to say: (I have put in red text color a suggested wording addition)

RESOLUTION 2015-336

Moved by: Councillor McCabe

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2015-038 being a report on a request by the Mount Forest

Homecoming 1879-2017 Committee request to be appointed a Committee of Council;

AND FURTHER THAT the Council of the Township of Wellington North declare the Mount Forest Homecoming 1879-2017 event to be municipally significant as required by the Alcohol and Gaming Commission of Ontario for the purposes of obtaining a Special Occasion Permit.

AND FURTHER THAT the Council of the Township of Wellington North declare the Mount Forest Homecoming 1879-2017 event as a Community Festival;

AND FURTHER THAT the Council of the Township of Wellington North hereby appoint the Mount Forest Homecoming Committee 1879-2017 **and any volunteers/persons appointed by the Committee to assist with any and all matters associated with and concerning the 2017 Homecoming Committee** as a Committee of Council designation for insurance purposes for the 2017 Homecoming Celebration to the event's completion on Sunday June 25, 2017 at 11.59 p.m. **December 31, 2017 at 11:59pm**

AND FURTHER THAT the Council the Township of Wellington North hereby appoint the following members to the Committee:

Rich MacVicar – Chair	Shirley Droog
Bill Nelson – Treasurer	Donna McWilliam
Faye Meulenstein – Secretary	Cathie Ridgeway
Dan Yake	Heather Wollis
Carol Weber	Jeff Wollis
Shelley Weber	Jenna Wollis
Angie Weber	Debb Cameron
Ruth Truax	Linda Shupe
Tim Noonan	Mary Reeves
Glenn Hunter	Jim Solway

Ruth Penwarden

Paula Solway

Carried

Karren Wallace, Clerk

Township of Wellington North

519-848-3620 ex 27

The Mount Forest Homecoming Committee has been meeting twice a month since January to stay on top of anything that could or may come up each month. The Mount Forest Book was delayed a few months as the lady's working on it were trying to put out an accurate and thought out book, but now has gone to press and will be officially available at the Mount Forest Agricultural Society Home & Garden Show. Pre orders have already been taken with anticipation.

The Committee has available Decorating Packages for Residential and Business to purchase and will also be available at the Home & Garden Show.

In regards to camping the committee has offered more spaces at River Place Resort with Shuttle service available at a user pay fee.

Ticket Sales for all venues and meals has been increasing every week and I am hearing from people who are coming from White Horse, Newfoundland, Nova Scotia, British Columbia, Winnipeg and U.S.A. to mention a few.

Respectfully submitted,
Richard MacVicar

Chairperson,
Mount Forest Homecoming Committee 2017

Sunday, June 25, 2017 (Continued)

Mount Forest Museum and Archives :
105 Main Street South
1:00 p.m. - 5:00 p.m.

Beer Garden Tent (Mount Forest Legion) :
Cork Street Park
12:00 p.m. - 5:00 p.m.

Public Swim :
Sponsored by Holstein Kids & Us Day Care
Lion's Park
1:00 p.m. - 3:00 p.m.

Road Hockey Tournament :
Ages 9 - 11
Cork Street Park
2:00 p.m.

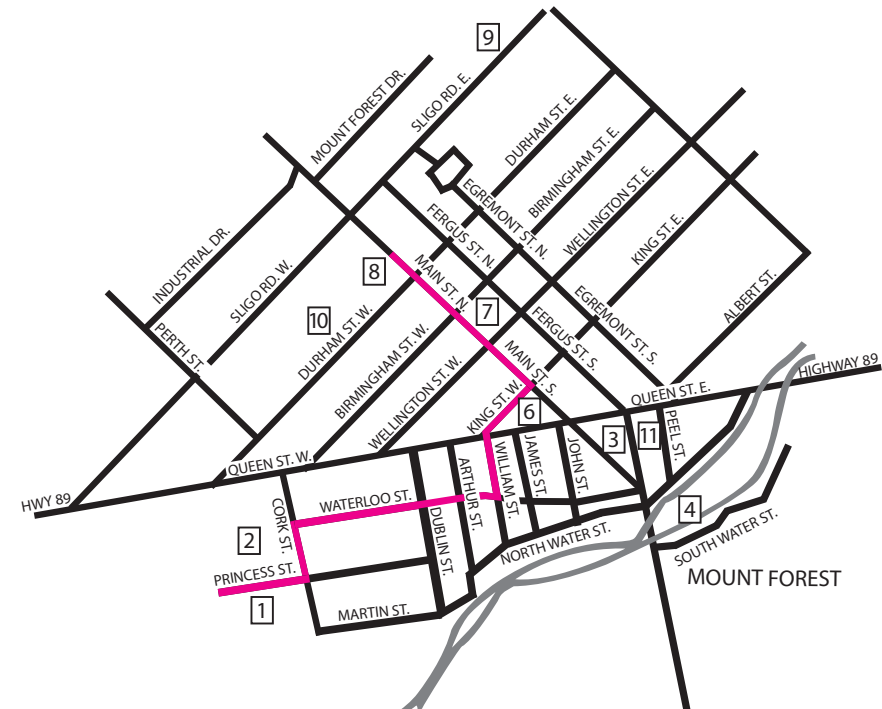
Reunion Slow Pitch Tournament :
Cork Street Park
2:00 p.m.

Grey Bruce Singers :
Mount Forest United Church
175 Queen St. E.
3:00 p.m.

Closing Ceremonies :
Cork Street Park
5:00 p.m.

Parade Route

Saturday, June 24 at 11:00 a.m.



Mount Forest Legend

1. Mount Forest & District Sports Complex
850 Princess St.
2. Campbell de Vore Park
Cork St.
3. Lion Roy Grant Pool
393 Parkside Dr.
4. Murphy Park
Murphy St.
5. Kinsmen & Optimist Ball Diamonds
320 King St. E.
6. Mount Forest Legion Branch 134
140 King St. W.
7. Wellington County Library
118 Main St. N.
8. Fire Hall
381 Main St. N.
9. Wellington Heights Secondary School
406 Sligo Rd. E.
10. Victoria Cross Public School
355 Durham St. W.
11. St. Mary Catholic School
390 Parkside Dr.

Stay Tuned For:
Bubbles, Suds & Moonshine - The Sequel - Saturday, October 21, 2017
Christmas House Tour - Saturday, November 25, 2017



WELCOME TO THE Mount Forest HOMECOMING

Friday June 23, Saturday June 24 & Sunday June 25, 2017

All former residents and friends, young and old, of High, Healthy and Happy Mount Forest are invited back to renew old acquaintances and make new ones.

Mount Forest Homecoming Committee :

Chairperson - Rich MacVicar ; *Secretary* - Faye Meulensteen ; *Treasurer* - Bill Nelson
Committee Members - Dan Yake, Mary Reeves, Shelley Weber, Angie Weber, Linda Shupe, Tim Noonan, Glenn Hunter, Debbie Cameron, Ruth Penwarden, Tammy White-Troyer, Donna McWilliam, Shirley Droog, Carol Weber, Paula Solway, Ruth Truax

Committees :

- History Book* - Shirley Droog, Donna McWilliam, Pauline Brown, Dorthy Reid, Cathie Ridgeway, Paula Solway
- Entertainment* - Glenn Hunter, Tim Noonan, Faye Meulensteen
- Curb Appeal* - Ruth Penwarden, Shelley Weber, Ruth Truax, Debbie Cameron, Tammy White-Troyer
- School Reunions* - Mary Reeves, Faye Meulensteen
- Registration* - Linda Shupe, Carol Weber
- Kids Zone* - Carol Kuehner, Melanie Stevens, April Penwarden, Ruth Penwarden
- Promotional* - Rich MacVicar, Shelley Weber
- Decorating* - Dale MacVicar
- Parade* - Maureen Dineen
- Parade Marshall* - Ray Tout

Thank you to all the committee members and volunteers without whose help these events could not have been accomplished.

Greetings from Mount Forest Homecoming Chair :

Here we meet again,
The friends and places we remember,
Those friends whom have departed,
The buildings and houses that once were,
Some restored,
Some vanished,
All those moments from our past,
Here we meet again,
The time is near to reminisce,
The faces,
The images,
The juncture in time,
All the memories you hold nigh to your heart.

Welcome Home
- Rich MacVicar

Greetings from Mayor, Andy Lennox :

Welcome to the Mount Forest Homecoming! This is a great time to meet up with old friends and visit memorable locations, as well as, a time to meet new friends and make new memories. I would like to recognize the numerous Mount Forest Homecoming Committee volunteers that have devoted endless hours to planning this weekend of camaraderie and celebration. To the business community and residents alike who have extended their efforts ensure a welcoming environment for all, the Mount Forest Homecoming Committee have planned many events from a fish fry to street parades and live entertainment to keep you amused and full. As when during the survey of the Garafraxa Colonization Road, constructed from Arthur to Georgian Bay in 1840-48, the South Saugeen River village-plot, named Mount Forest in 1851, was laid out, surrounded by excellent agricultural country, much as it still is today. Boasting diversified business opportunities in addition to being surrounded by some of the most productive agricultural land in Ontario, Mount Forest serves as a primary urban centre for the Township of Wellington North, offering a wide range of services, community events, recreational and leisure activities for everyone. The Township of Wellington North invites those that have moved away to consider returning home once again. The opportunity to make your contribution awaits you! Conveniently located, affordable housing, fibre to the home in Mount Forest, promoting our rich and robust history make our community such a fantastic place to live, work and play. On behalf of those who make Mount Forest and the Township of Wellington north their home, all Members of Council, our dedicated team of Township employees and our exceptional volunteers, welcome home! I invite you to Simply Explore all that we have to offer and wish you a wonderful homecoming weekend celebration!

Wednesday, June 21, 2017

Mount Forest Lions Club Homecoming Bingo :

Mount Forest Sports Complex
7:00 p.m. (doors open at 6:00 p.m.)

Thursday, June 22, 2017

Youth Dance :

Mount Forest Sports Complex
7:00 - 11:00 p.m.

Friday, June 23, 2017

Registration :

Memory Lane Room
Homecoming Swag Store
Mount Forest Sports Complex
1:00 p.m. - 8:00 p.m.

Beer Gardens :

Mount Forest Sports Complex
1:00 p.m. - 1:00 a.m.

Fish Fry :

St. Mary of the Purification
230 Queen St. E.
5:00 p.m. - 7:00 p.m.

Mount Forest Museum and Archives :

105 Main Street South
10:00 a.m. - 5:00 p.m.

Beer Garden Tent (Mount Forest Legion) :

Cork Street Park
3:30 p.m. - 1:00 a.m.

Opening Ceremonies :

Mount Forest Homecoming Idol
Mount Forest Sports Complex
Starts at 7:00 p.m.

Saturday, June 24, 2017 (Continued)

Registration :

Memory Lane Room
Homecoming Swag Store
Mount Forest Sports Complex
8:00 a.m. - 6:00 p.m.

Parade :

Main Street - Beginning at the
Fire Hall
(see parade route on back)
Starts at 11:00 a.m.

Beer Garden Tent (Mount Forest Legion) :

Cork Street Park
1:00 p.m. - 1:00 a.m.

Kids Zone :

Fun for all ages - Climbing wall, Bubble zone, Bubble
force (*parents must be in attendance for child
to participate in Bubble Force*), Bouncy Castles,
Entertainment show at 1:30 p.m. & 3:30 p.m.
Cork Street Park
12:00 p.m. - 4:00 p.m.

Mount Forest Museum and Archives :

105 Main Street South
10:00 a.m. - 5:00 p.m.

School Reunions :

Meet up with former
classmates and friends
Mount Forest Complex
Following the Parade

Mount Forest United Church Historical Tour :

Mount Forest United Church
175 Queen St. E.
3:00 p.m.

Mount Forest United Church :

Historical Tour
Mount Forest United Church
175 Queen St. E.
10:00 a.m.

Beer Gardens :

Mount Forest Sports Complex
1:00 p.m. - 1:00 a.m.

BBQ Steak Dinner :

Mount Forest Junior C
Hockey Club
Mount Forest Sports Complex
4:00 p.m. - 7:00 p.m.

Hotel California :

ASSORTED AFFAIR
Opening for Eagles Tribute Band
Mount Forest Sports Complex
8:00 p.m. - 1:00 a.m.

Saturday, June 24, 2017

Pajama Breakfast :

Mount Forest Firefighters Association
Mount Forest Sports Complex
Wear your favourite PJ's to win prizes!
6:30 a.m. - 11:00 a.m.
Judging at 9:30 a.m.

Open House :

Formerly Mount Forest Public School
First Baptist Church 160 Wellington St. E.
9:00 a.m. - 11:00 a.m.
Photo of all former students at 10:00 a.m.

Sunday, June 25, 2017

Breakfast :

Egremont Optimist Club
Mount Forest Sports Complex
8:00 a.m. - 11:00 p.m.

Walking Worship :

Join Rev. Sheryl Spencer for a walking working experience highlighting
sites of historical, religious and spiritual significance. Be prepared to
walk and dress for the weather.
Murphy Park
1:00 p.m. - 2:30 p.m.

MOUNT FOREST HOMECOMING 2017
AS AT DECEMBER 31, 2016

	GENERAL	BOOK SALES		MEMORABILIA SALES		MF IDOL	RAFFLE	HOTEL CALIFORNIA		MEALS	TOTAL	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		Budget	Actual
Budgeted attendance		200				250		750				
REVENUE												
Donations	\$ 1,884.00											\$ 1,884.00
Loan	\$ 9,934.00											\$ 9,934.00
Sales		\$ 5,000.00	\$ 30.00	\$ 2,200.00	\$ 2,233.00	\$ 3,920.00	\$ 471.00	\$ 22,500.00	\$ 6,490.00	\$ 90.00	\$ 33,620.00	\$ 9,314.00
Event Brite (Net)								\$ 11,250.00	\$ 930.00	\$ 160.00	\$ 11,250.00	\$ 1,090.00
Trivia Night (Net)	\$ 1,325.00											\$ 1,325.00
Paint Nite (Net)	\$ 2,751.00											\$ 2,751.00
Bubbles & Suds (Net)	\$ 3,151.00											\$ 3,151.00
Craft Show	\$ 1,759.00											\$ 1,759.00
Mural Loan	\$ 2,500.00											\$ 2,500.00
House Tour	\$ 1,700.00											\$ 1,700.00
	\$ 25,004.00	\$ 5,000.00	\$ 30.00	\$ 2,200.00	\$ 2,233.00	\$ 3,920.00	\$ 471.00	\$ 33,750.00	\$ 7,420.00	\$ 250.00	\$ 44,870.00	\$ 35,408.00
EXPENSES												
Advertising	\$ 525.00					\$ 400.00		\$ 3,000.00			\$ 3,400.00	\$ 525.00
Promotion	\$ 2,044.00					\$ 250.00		\$ 437.00			\$ 687.00	\$ 2,044.00
Printing	\$ 283.00					\$ 60.00					\$ 60.00	\$ 283.00
Insurance	\$ 378.00											\$ 378.00
Event Costs						\$ 700.00		\$ 14,650.00	\$ 4,040.00		\$ 15,550.00	\$ 4,040.00
Goods Purchases		\$ 4,946.00		\$ 1,142.00	\$ 5,356.00			\$ 5,243.00			\$ 11,131.00	\$ 5,356.00
Loan Repayment	\$ 9,934.00											\$ 9,934.00
Mural	\$ 2,500.00											\$ 2,500.00
	\$ 15,664.00	\$ 4,946.00	\$ -	\$ 1,142.00	\$ 5,356.00	\$ 1,410.00	\$ -	\$ 23,330.00	\$ 4,040.00	\$ -	\$ 30,828.00	\$ 25,060.00
SURPLUS	\$ 9,340.00	\$ 54.00	\$ 30.00	\$ 1,058.00	-\$ 3,123.00	\$ 2,510.00	\$ 471.00	\$ 10,420.00	\$ 3,380.00	\$ 250.00	\$ 14,042.00	\$ 10,348.00

**Minister
Responsible for
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre délégué
aux Affaires des
personnes âgées**

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



April, 2017

Dear Mayor or Reeve,

June marks the 33rd anniversary of Seniors' Month in Ontario. To recognize the important role seniors play in our communities, we will be celebrating this year under the theme of "Living Your Best Life."

During our celebrations in June, we can highlight how our seniors have built our communities and continue to contribute their time and talents in many ways.

It's important we all recognize their achievements, and what better way than by proclaiming June as Seniors' Month in your community. I am asking you to make this proclamation and have attached a sample to make it easier for your municipality to participate. We will also be sending promotional materials for Seniors' Month soon.

I would also like to encourage you to work with your local MPP(s) to host Seniors' Month events in your community. We would be happy to help you promote your event online. Please send your event details to infoseniors@ontario.ca.

Two years ago we introduced our Twitter account to Ontario's seniors and we were impressed by the enthusiastic response to our online campaign. If you haven't already done so, please follow us [@OntSeniors](https://twitter.com/OntSeniors).

For 2017, I encourage you to visit (and like) our new Facebook page: facebook.com/SeniorsOntario, where seniors across Ontario can share information important to them.

Each year, municipalities have the opportunity to pay tribute to one outstanding senior with the [Senior of the Year Award](#). A certificate, provided by the Ontario government, is signed by Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself as Minister of Seniors Affairs, and the local Head of Council.

I encourage you to submit a nomination before April 30, 2017 and during Seniors' Month, showcase how your seniors are making a difference in your community. Throughout the month of June, I hope to visit a number of municipalities to help celebrate the achievement of local seniors.

Finally, for more information on Seniors' Month and other supports for seniors, please visit the Ministry website at www.ontario.ca/seniors.

Thank you for your consideration, and for honouring how our seniors are living their best lives.

Sincerely,

Dipika Damerla
Minister of Seniors Affairs

Enclosed: sample proclamation


Wellington North Power Inc.

290 Queen Street West, PO Box 359, Mount Forest, ON N0G 2L0

Phone: 519.323.1710 Fax: 519.323.2425

 E-mail: customerservice@wellingtonnorthpower.com
www.wellingtonnorthpower.com

April 6, 2017

Mayor Andrew Lennox and Members of Council
 Township of Wellington North
 7490 Sideroad 7 West
 P.O. Box 125
 Kenilworth, ON N0G 2E0

RECEIVED

APR 10 2017

TWP. OF WELLINGTON NORTH

Dear Mayor Lennox and Members of Municipal Council:

 Re: **Wellington North Power Inc. - 2017 Annual Shareholder Meeting**

The Board of Directors and staff of Wellington North Power Inc. invite you to the Annual Shareholder Meeting on **Tuesday May 16th 2017 at 6:00 p.m. in the Leisure Hall at the Mount Forest & District Sports Complex**, 850 Princess Street, Mount Forest.

All Members of the Township of Wellington North and Township of Southgate Council are invited to attend and at least three (3) members of the majority shareholder, the Township of Wellington, are required to form a quorum.

One representative of each of the respective Councils will be appointed to act as Scrutineers for the meeting to pass resolutions on behalf of the Corporation. Senior municipal management staff members are also invited to attend the meeting.

Please forward names and contact information, including e-mail addresses, of those who will be attending as representatives of the Township of Wellington North. An agenda and pertinent information will be forwarded to representatives directly for review prior to the Annual Shareholder Meeting.

Should you have any questions please do not hesitate to contact me.

Yours truly,

Richard Bucknall

Richard Bucknall, CAO
Wellington North Power Inc.

Phone: 519-323-1710

 E-mail: rbucknall@wellingtonnorthpower.com

DWSP Newsletter



Bill Twaddle new Chair of Source Protection Committee

The Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region is pleased to announce that William (Bill) Twaddle will serve as Chair of the Drinking Water Source Protection Committee for the local source protection planning region, effective March 22, 2017.

Appointed by the Hon. Glen R. Murray, Minister of the Environment and Climate Change, Mr. Twaddle's appointment is a benchmark event for the on-going process of Source Protection Plan implementation for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee (SPC). The SPC oversees the planning process to establish programs and policies to protect municipal drinking water sources in this region, as called for under the Clean Water Act, 2006, and its regulations. The local Source Protection Plan was approved and became effective in July of 2016.

"I am very much looking forward to my new role as Chair of the Source Protection Committee and working with the Committee members, with whom I have built strong working relationships," Mr. Twaddle said. "Our committee has shown a strong desire to protect our water supply and I look forward to working with all of our members to continue this commitment," said Twaddle.

Bill was the chair of the then Bruce-Grey-Owen Sound Board of Health in 2000, during the Walkerton Water crisis. He was a councillor for the City of Owen Sound when he was first appointed to the Source Protection Committee as a Municipal Sector representative in October, 2007. Since joining the Committee he has been representing a group of municipalities that includes the City of Owen Sound, Municipality of Meaford, Town of the Blue Mountains and Municipality of Grey Highlands. In addition to his Municipal sector role on the Source Protection Committee, Mr. Twaddle also served as Co-chair of a Technical Advisory Working Group. Mr. Twaddle worked as a newspaper journalist for about 30 years and has spent the past 15 years as Community Development Coordinator with the Alzheimer's Society of Grey Bruce. "When I moved to Owen Sound in 1967, I did so because it is a place where I could raise my family in a safe, healthy environment and I want to do everything I can to make sure that other families have the same opportunity," said Mr. Twaddle.

Agriculture and Source Protection Plan Policies Workshop

On Tuesday, November 8, 2016, a workshop was held at the Tara Legion. This workshop was attended by: Regional agri-business staff, agronomy consultants, certified crop advisors, nutrient management consultants, conservation authority and Ministry staff.

Topics of presentations and discussion included:

- * Source Protection Planning Process, zones and maps
- * Risk Management Plan templates
- * Risk Management Measures and Best Management Practices
- * Resources available to producers and consultants

There was great discussion as to how the source protection program may impact landowners, the steps required to conform to source protection plan policies and where to find information to support this process.



RAGBOS Tradeshow/AGM

The REALTORS® Association of Grey Bruce Owen Sound had their Tradeshow and Annual General Meeting in Owen Sound on Wednesday, October 26th, 2016. Carl Seider, Emily Vandermeulen and Karen Gillan took shifts at this event with a display and information packages for the participating realtors. Staff worked closely with Grey Sauble Conservation Authority in planning for this event and the displays were placed together. There were a lot of good questions about the program, potential implications of policies on buyers and sellers, well and septic questions and areas where policies apply. This was the second opportunity to speak with some of these realtors as a short presentation was made to members in August.

Realtors Open House

On February 15, 2017 area realtors got to learn about Land Use Planning at an Open House at the Grey Sauble Conservation office. Presentations were made by Drinking Water Source Protection and Planning/Regulatory Staff. It was well attended.

Ripley Well Technical Work

The results of this technical study have been received, a delineation for the Wellhead Protection Area for this well is now available. Pre-consultation on this amendment to the Source Protection Plan has taken place. Landowners who have property in this area were contacted to inform them of the zones. A community Open House was held on March 9th, 2017 from 4-7pm to allow the public to provide comments and was well attended. Public Consultation period ended on April 7, 2017 and any comments received by this date will be considered prior to submission of the amendments to Ministry of the Environment and Climate Change.

Resources from the Ministry of the Environment and Climate Change (MOECC)

<http://www.ontario.ca/page/source-protection>

The Minister's Annual Report on Drinking Water 2016 has been tabled. The key matters discussed in the Report include:

- Climate Change
- First Nations
- The Great Lakes
- The *Water Opportunities Act*
- Source Protection
- Ontario's Drinking Water; and
- Emerging Issues

Below, are the links to Report in both English and French:

- <https://www.ontario.ca/page/ministry-environment-and-climate-change-ministers-annual-report-drinking-water-2016>
- <https://www.ontario.ca/fr/page/ministere-de-lenvironnement-et-de-laction-en-matiere-de-changement-climatique-rapport-annuel-du-1>

A new and improved Source Water Protection Information Atlas/Mapping Tool was also launched on April 3, 2017:

<https://www.gisapplication.lrc.gov.on.ca/SourceWaterProtection/Index.html?site=SourceWaterProtection&viewer=SWPViewer&locale=en-US>

Two new pages on water conservation and the drinking water protection zone signs were posted on Conservation Ontario's website in 2016.

The ministry continued to work with its partners to raise awareness of source protection through social media by using the hashtag, #SourceWaterON. The hashtag helps the ministry reach new social media audiences with an interest in protecting water sources and connects online conversations about source protection. The hashtag achieved an exciting milestone in 2016 — it was displayed more than one million times on social media.

Implementing plans and other actions to support source protection will help Ontario adapt to and mitigate the impacts that climate change may have on drinking water sources.

Annual Progress Reporting Q&A from MOECC

Question: Will Source Protection Authorities need to complete an Annual Progress Report for each source protection area or one per source protection region?

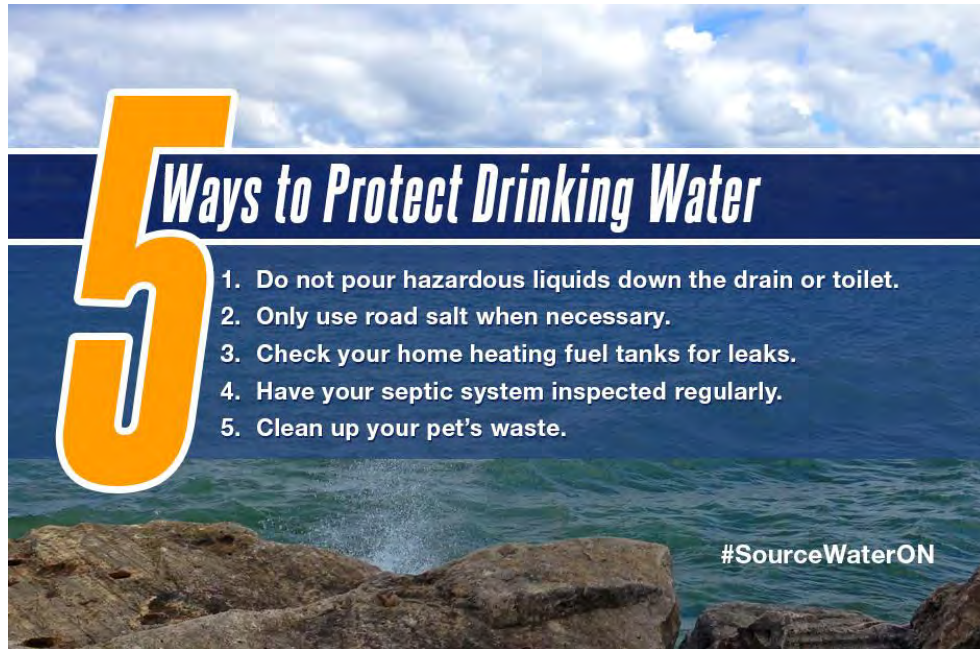
Answer: Under section 46 of the Clean Water Act and section 52 of Ontario Regulation 287/07, Annual Progress Reports are required to be completed for each Source Protection Plan (SPP). Whenever a source protection committee applied the same set of SPP policies across multiple source protection areas within their region, a single Annual Progress Report is appropriate, with the Report indicating the specific source protection areas it represents. In cases where unique SPPs were developed for different source protection areas within any given region, then multiple Annual Progress Reports would be required. As SPPs get amended over time for updated technical work, there may exist situations where one SPP originally representing multiple source protection areas within a region is updated and divided into two or more unique source protection plans, which would then necessitate the need for multiple Annual Progress Reports. Therefore, since multiple scenarios exist, if a source protection authority has any questions related to their specific scenario, it is recommended they consult with their Liaison Officer to determine the number of Annual Progress Reports that are required to be submitted.

Recent Meeting

- Municipal Risk Management Implementation Planning Meeting - audience CAOs, Clerks, Planners, CBO.
Topics to include: how to fund Part IV Responsibilities, Official Plan Updates and Septic Inspections
Meeting time: 9:00am – 1:00pm
 - Wednesday, April 5 /17 Grey Sauble Conservation Authority Boardroom

Infographics

Infographics similar to the following one can be used in tax statements, mailings and on municipal social media and websites. Contact Karen Gillan if you would like this graphic. Others will be featured in future newsletters and on the Drinking Water Source Protection website, Facebook and Twitter feeds.

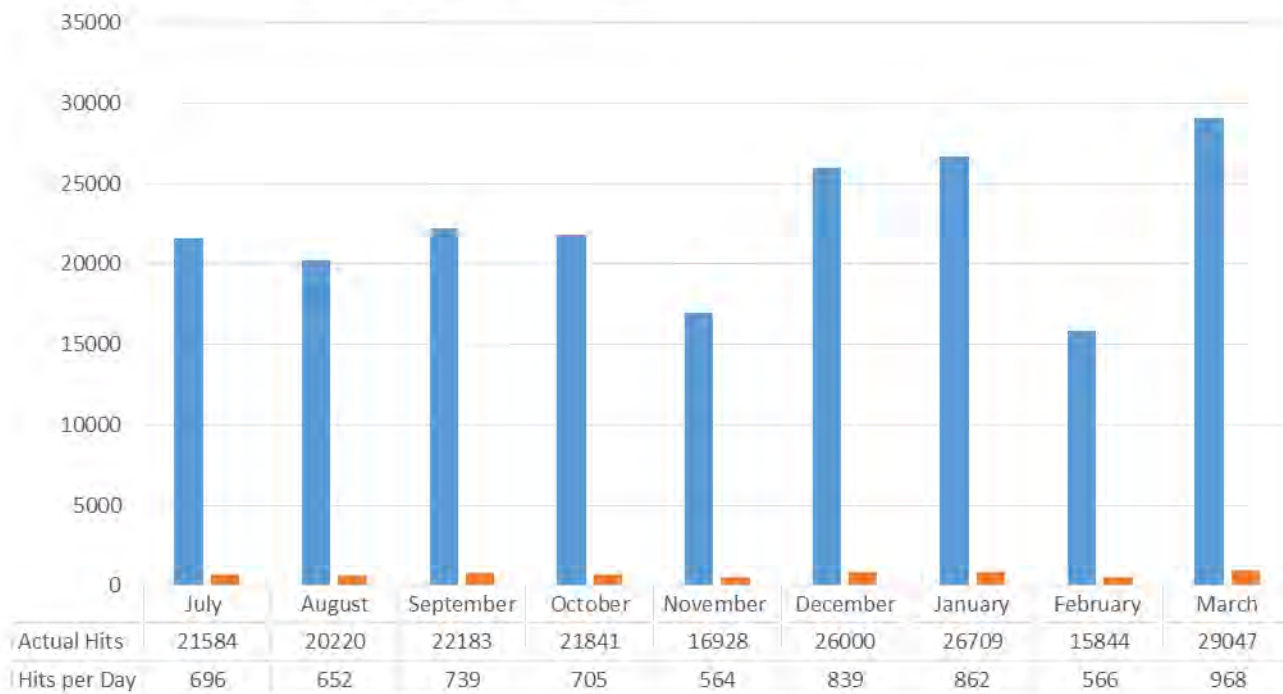


Website statistics for July 2016 to March 2017

The top visited pages and downloaded items for the www.waterprotection.ca website were:

- Source Protection Plan maps for: Southampton, Markdale, Wiarton, Chepstow, and Point Clark
- Source Protection Plan documents

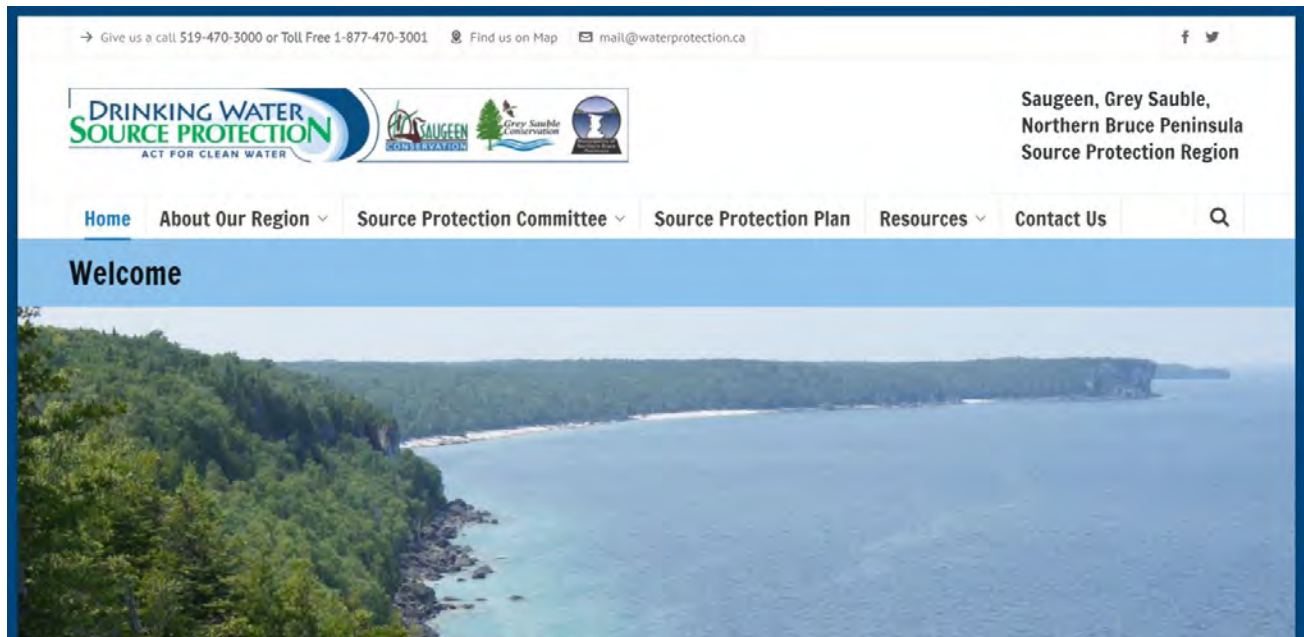
Website Statistics for July 2016 to March 2017



The two charts represent the website hits or visits for each of the last two months. The chart displays the total actual hits for the month in blue and the average hits or visits per day in orange. To optimize accuracy, the hits/visits to the www.waterprotection.ca website have been corrected to remove any search engine/robot type software not associated with an actual person visiting the site.

Updated Website

As of April 11th, the www.waterprotection.ca website will be updated with a fresh look and some new content. We look forward to the change and hope you will like it to. Please update your Bookmarks/Favourites for specific content.



DWSP Newsletter

Drinking Water Source Protection

237897 Inglis Falls Road

Owen Sound, ON N4K 5N6

Phone: 519-470-3000 Toll free: 877-470-3001 Fax: 519-470-3005

Editor: k.gillan@waterprotection.ca

www.waterprotection.ca

<https://www.facebook.com/pages/Drinking-Water-Source-Protection>

https://twitter.com/DWSP_Saugeen

Natural gas access in our Township.

The Province of Ontario has put forth \$100 million for the Natural Gas Grant Program and residents and businesses in Wellington North need access to affordable forms of abundant energy.

Therefore I would like this Council to pass a motion for staff to facilitate a meeting between Perth-Wellington MPP Randy Pettapiece, Township staff, the Mayor and myself with staff from the Ministry of Infrastructure, Ministry of Energy and Ministry of Agriculture, Food and Rural Affairs, Minister Responsible for Small Business and Ministers if possible - for the purpose of discussing the needs of Wellington North with regards to incentives to build the infrastructure needed to bring natural gas to the homes and businesses of our residents.

Steve McCabe
Ward 4 Councillor
Township of Wellington North
519.321.9352

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

BY-LAW NUMBER 033-17

**BEING A BY-LAW TO APPOINT AN INTERIM DIRECTOR OF PUBLIC
WORKS FOR THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AND TO REPEAL BY-LAW 009-15**

WHEREAS the Municipal Act, 2001, authorizes Municipalities to appoint such officers and employees as may be necessary for the purposes of the Corporation and for prescribing their duties and the security to be given for the performance of them.

AND WHEREAS the Council of the Corporation of the Township of Wellington North considers it desirable and expedient to appoint an Interim Director Public Works and to define and determine the duties and responsibilities thereof;

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

1. That Derek McCaughan Enterprises be hereby contracted and authorized to carry out the duties and exercise all powers as may be assigned to the Interim Director of Public Works or vested in the Interim Director of Public Works for the Corporation of the Township of Wellington North effective April 12, 2017.
2. That Derek McCaughan Enterprises shall with respect to the Township of Wellington North and the administration of its affairs exercise all authority, powers and rights and shall perform all the duties and obligations which are set out in Schedule "A" to this By-law and that Schedule "A" as attached hereto shall form part of this By-law.
3. This by-law shall come into force upon the date of its passing and will thereupon repeal Township of Wellington North By-law Number 009-15.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 24TH DAY OF APRIL, 2017.***

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

SCHEDULE “A”



TOWNSHIP OF WELLINGTON NORTH

ROLES AND RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall assume the following tasks (collectively, and throughout this Agreement, the “Services”):

1. To be directly accountable to the Chief Administrative Officer (“CAO”) for the general management of Wellington North’s Public Works department;
2. To provide advice, opinion, strategic recommendations, and information to the CAO, Council and its Committees to assist in their determination of policies and programs relevant to Public Works;
3. To carry out all duties and exercise all powers as may be assigned to the Director of Public Works or vested in the Director of Public Works by the By-Laws or policies of the Municipality or its Council;
4. To prepare and present reports to Council and Committees relevant to Public Works;
5. To prepare and monitor the operating and capital budgets, as well as the business plans for the Public Works Department;
6. To provide leadership and the allocation of budgeted resources to ensure that the water/sewer operations meet all regulatory requirements;
7. To provide leadership and the allocation of budgeted resources to ensure that all activities of the Department of Public Works are performed in compliance with appropriate standards, legislation, rules, and regulations;
8. Receive and respond to complaints from the public;
9. Deal with human resource matters as required which relate to Public Works staff;
10. Represent the Public Works Department at Council meetings and at other functions as may be directed by Council and/or the Chief Administrative Officer.
11. To establish strong, professional relationships with Council, senior management, staff, engineers, developers, contractors and other stakeholders to ensure that development, operations and capital projects proceed in a cost effective, efficient manner that best meets the needs of the Township;

12. To foster a broad sector network to ensure that effective partnerships and industry best practices that would benefit the Township are explored and given due consideration;
13. Effort towards effective implementation of the updated Municipal Servicing Standards;
14. Playing a prominent leadership role in the continued implementation of the Strategic Plan and the development of a Community Growth Plan;
15. Positive work towards implementing any departmental structure changed identified in the Organizational Review and approved by Council;
16. To ensure proper reference is given to the Township's Purchasing and Procurement Policy, Municipal Servicing Standards, Asset Management Plan, Development Charges Study, Water and Sewer Servicing Master Plans, Roads and Bridge Needs Assessments when supporting the completion of outstanding 2016/2017 Public Works Department capital projects approved by Council;
17. Perform other related duties as may be required from time to time.
18. To recommend amendments to these duties from time to time, as considered appropriate in the circumstances.

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

BY-LAW NUMBER 034-17

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A
PRESERVICING AGREEMENT BETWEEN THE CORPORATION
OF THE TOWNSHIP OF WELLINGTON NORTH AND REEVES
CONSTRUCTION LTD.**

WHEREAS it is deemed necessary to enter into a Subdivision Preservicing Agreement with Reeves Construction Ltd.

NOW THEREFORE the Council of The Corporation of the Township of Wellington North ("Wellington North") enacts as follows:

1. An agreement with Reeves Construction Ltd. in the form of the draft agreement attached hereto as Appendix "A" which provides for the installation of certain municipal services Township lands is hereby ratified and confirmed.
2. The Mayor and the Chief Administrative Officer are authorized and directed to sign the agreement on behalf of the Corporation.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 24TH DAY OF APRIL, 2017.***

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

APPENDIX "A" TO BY-LAW 034-17
THIS SUBDIVISION PRE-SERVICING AGREEMENT

made this 24th day of April, 2017

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the "Township")

AND

REEVES CONSTRUCTION LTD.

(the "Owner")

Whereas:

1. The Owner is the owner of certain lands and premises (the "Property") described in Schedule "A" to this agreement;
2. The Property has been the subject of an application for draft Plan of Subdivision draft plan 23T-79087; and
3. The Owner has received approval from the Township to install certain municipal services (the "Services") as described in Schedule "B" to this agreement on Township lands pursuant to the provisions of this Agreement;

NOW THEREFORE, in consideration of the covenants and premises in this Agreement, the payment of the sum of \$10 by the Owner to the Township, the receipt and sufficiency of which is hereby acknowledged, and for other good and valuable consideration, the parties agree as follows:

1. Term

This agreement shall remain in full force and effect until such time as all of the obligations herein have been fulfilled or this agreement is incorporated into and subsumed by a subdivision agreement or other form of development agreement in relation to the Property.

2. Installation of Services

(1) The Owner shall install the Services as described in Schedule "B" of this agreement on the Property and where applicable, on adjacent Township lands, pursuant to the provisions of this agreement.

(2) The Owner agrees to install the Services in accordance with the provisions of Schedule "B" and in accordance with the Township's Municipal Servicing Standards and to the satisfaction of the Director of Public Works of the Township or his or her designate (the "Director").

(3) The Owner and Township agree to share the cost of the Services in accordance with item 5 below and generally in accordance with Schedule "C".

3. Maintenance and Repair

The Owner agrees at its sole expense to maintain and repair the Services to the satisfaction of the Director during the term of this agreement.

4. Security

(1) The Owner agrees to deposit with the Township at the time of execution of this agreement in a form that is satisfactory to the Township (the "Security").

(2) The Owner agrees that the Security constitutes a security to ensure performance of this agreement in the event of breach of this agreement by the Owner, but provision of such security does not limit the Owner's liability should damages resulting from the Owner's breach exceed the value of the Security.

(3) In the event that the Owner, in the sole opinion of the Director, breaches any provision of this agreement, the Owner agrees that the Township, through its employees, agents or contractors, may in its sole discretion, draw upon and use the Security to perform any obligations of the Owner pursuant to this agreement or to redress any harm or damages that have or may occur from the breach, provided the Director has given the Owner notice of such breach and ten (10) calendar days have elapsed since such notice has been provided, without steps satisfactory to the Director to redress the breach, having been taken by the Owner.

(4) Notwithstanding Section 4(3), wherein at the sole and exclusive determination of the Director, public safety has been compromised as a result of a breach of this agreement, the Owner shall within 24 hours of receiving notice of such take all reasonable steps satisfactory to the Director to redress the public safety concern. Failing to so act within this period, the Director, through the Township's employees, agents or contractors may draw upon and use the Security to redress the public safety concern.

(5) Use of the Security by the Township shall not relieve the Owner of any of its obligations pursuant to this agreement.

5. Fees

The Owner will pay all costs associated with the construction of the Services as set forth in Schedule "B" to this agreement. The Owner and Township agree on the unit prices for construction services as identified in Schedule C to this agreement. Subsequent to completed construction, the Owner will submit to the Township and Township engineer an invoice and supporting documents for detailed review and consideration to allow for verification and finally payment of the Township share of the construction costs. Both parties agree that Schedule "C" to this agreement reflects an approximation of construction costs and the cost sharing.

6. Inspections and Right of Entry

(1) The Township and its employees, agents or contractors may at any time enter on any part of the Property to inspect the Property to ensure compliance with any of the terms of this agreement.

(2) The Township and its employees, agents or contractors, may at any time enter on any part of the Property to perform, at the Owner's sole expense using the Security, any of the Owner's obligations pursuant to this agreement once breach of contract has been determined.

7. Compliance with Applicable Legislation

The Owner agrees that it will comply with all applicable legislation in the performance of the obligations contemplated by this agreement. Without limiting the generality of the foregoing, the Owner agrees to comply with all Township by-laws and to obtain all approvals required of all other bodies having jurisdiction, including the Saugeen Valley Conservation Authority, the Ministry of the Environment and Climate Change and the Ministry of Natural Resources.

8. Further Approvals

The Owner acknowledges that this agreement does not predetermine, prejudice or constrain the Township's jurisdiction with respect to the approval, rejection or imposition of conditions in relation to any development approvals that are now or that may, in future, be proposed for the Property. Without limiting the generality of the foregoing, this agreement does not predetermine, prejudice or constrain the Township's jurisdiction with respect to the approval, rejection or imposition of further conditions to be satisfied prior to final approval of the draft plan of subdivision of the Property.

9. Indemnification and Insurance

(1) The Owner will always indemnify and save harmless the Township from and against all actions, suits, claims and demands which may be brought against or made upon the Township and from all loss, costs, charges and expenses which may be incurred, sustained or paid by the Township in relation to the installation and maintenance of the Services, or the granting of such permission, pursuant to this agreement.

(2) (a) The Owner shall throughout the term of this agreement provide and keep in force, for the benefit of the Township and the Owner, general liability insurance

in an amount of not less than \$5,000,000 in respect of injury to or death of one or more persons or property damage. All insurance shall be effected with insurers and upon terms and conditions satisfactory to the Township.

- (b) The Owner shall promptly furnish to the Township copies of insurance policies and other evidence satisfactory to the Township as to such insurance and any renewals thereof.
- (c) In the event that the Owner fails to insure as required or fails to promptly furnish to the Township satisfactory evidence of such insurance or of the renewal thereof prior to its expiration, the Township may, from time to time, effect such insurance for the benefit of the Owner or the Township or both of them for a period not exceeding two (2) year(s) and any premium paid by the Township shall be recoverable by the Township from the Owner forthwith.

10. Liens

The Owner shall indemnify and hold the Township harmless from and against liability, claims, damages or expenses due to or arising from any claim made against the Property and adjacent Township lands where Services are installed therein pursuant to this agreement for all liens related to all work done by or on behalf of the Owner. Any such liability, claims, damages or expenses incurred by the Township shall be paid by the Owner to the Township forthwith upon demand. The Owner shall further cause all registration of claims for construction liens or certificates of action under the *Construction Lien Act*, R.S.O. 1990, c. C.30, as amended, and relating to any such work done by or on behalf of the Owner, to be discharged or vacated as the case may be within thirty (30) days of such registration or within thirty (30) days after notice from the Township.

11. Assignment

(1) This agreement shall not be assigned by the Owner or its assignees without an express written consent to assignment executed by both the Township and the assignee.

12. Registration

(1) This agreement shall be enforceable by and against the parties, their heirs, executors, administrators, successors, and permitted assigns, and this agreement and all of the covenants by the Owner in this agreement contained shall run with the Property for the benefit of the Township and the land or interest in land owned or to be owned by the Township upon the registration of a plan of subdivision in respect of the Property.

(2) The Owner agrees to register this agreement in a form that is satisfactory to the Township in priority to all other encumbrances in the appropriate land registry office against the Property immediately upon execution of this agreement.

13. Notice

Any notice to be given pursuant to this agreement shall, unless otherwise specified in this agreement, be delivered or sent by registered letter or facsimile transmission to the Owner and the Township as follows:

To the Owner at: 372 Main St N, SS 1, Mount Forest, ON N0G 2L1

To the Township at: 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0
or to such other address as the Owner and the Township may respectively from time to time appoint in writing, and any such notice, if mailed, shall be conclusively deemed to be received by the other party five (5) business days after the date of the mailing thereof postage prepaid or dated confirmation of the facsimile transmission.

14. No waiver of Default

No condoning, excusing, overlooking or delay in acting upon by the Township of any default, breach or non-observance by the Owner at any time or times in respect of any covenant, provision or condition in this agreement shall operate as a waiver of the Township's rights under this agreement in respect of any such or continuing subsequent default, breach or non-observance and no waiver shall be inferred from or implied by anything done or omitted by the Township except an express waiver in writing.

15. Entire Agreement

The Owner acknowledges that there are no covenants, representations, warranties, agreements or conditions, express or implied, collateral or otherwise, forming part of or in any way affecting or relating to this agreement save as expressly set out or imported by reference in this agreement and that this agreement constitutes the entire agreement duly executed by the Township and the Owner.

16. Severability

If any clause or clauses or part or parts of clauses in this agreement are determined to be illegal or unenforceable, they shall be considered separate and severable from this agreement and the remaining provisions of this agreement shall remain in full force and effect and shall be binding upon the parties to this agreement as though the said clause or clauses or part or parts of clauses have never been included.

17. Number and Gender

Whenever a word importing the singular number only is used in this agreement, such word shall include the plural and words importing either gender and firms or corporations where applicable.

18. Interpretation

It is acknowledged and agreed by the parties that this agreement shall be interpreted without regard to any presumption or other rule requiring construction against the party causing this agreement to be drafted.

In witness whereof the parties have duly executed this agreement as at the year and date first above mentioned.

19. Successors and Assigns

This Agreement shall be binding upon the parties hereto and their respective successors and assigns.

20. Schedules

The following Schedules shall form an integral part of this Agreement:

- (i) Schedule "A" Description of Property

- (ii) Schedule "B" Description of the Works and Services
- (iii) Schedule "C" Estimated Cost of the Works and Services

21. Acceptance by Fax

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

22. Counterparts

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

23. Severability

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

IN WITNESS WHEREOF the parties have executed this Agreement.

The Corporation of the Township of Wellington North

Andy Lenox, Mayor

Michael Givens, Chief Administrative Officer
We have authority to bind the Corporation of the Township of Wellington North.

REEVES CONSTRUCTION LTD.

Per:

Name:
Title:

Name:
Title:

I/We have authority to bind the Reeves Construction Ltd.

SCHEDULE "A" to By-law 034-17
LEGAL DESCRIPTION OF LANDS

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

PIN 71060-0110 (LT)

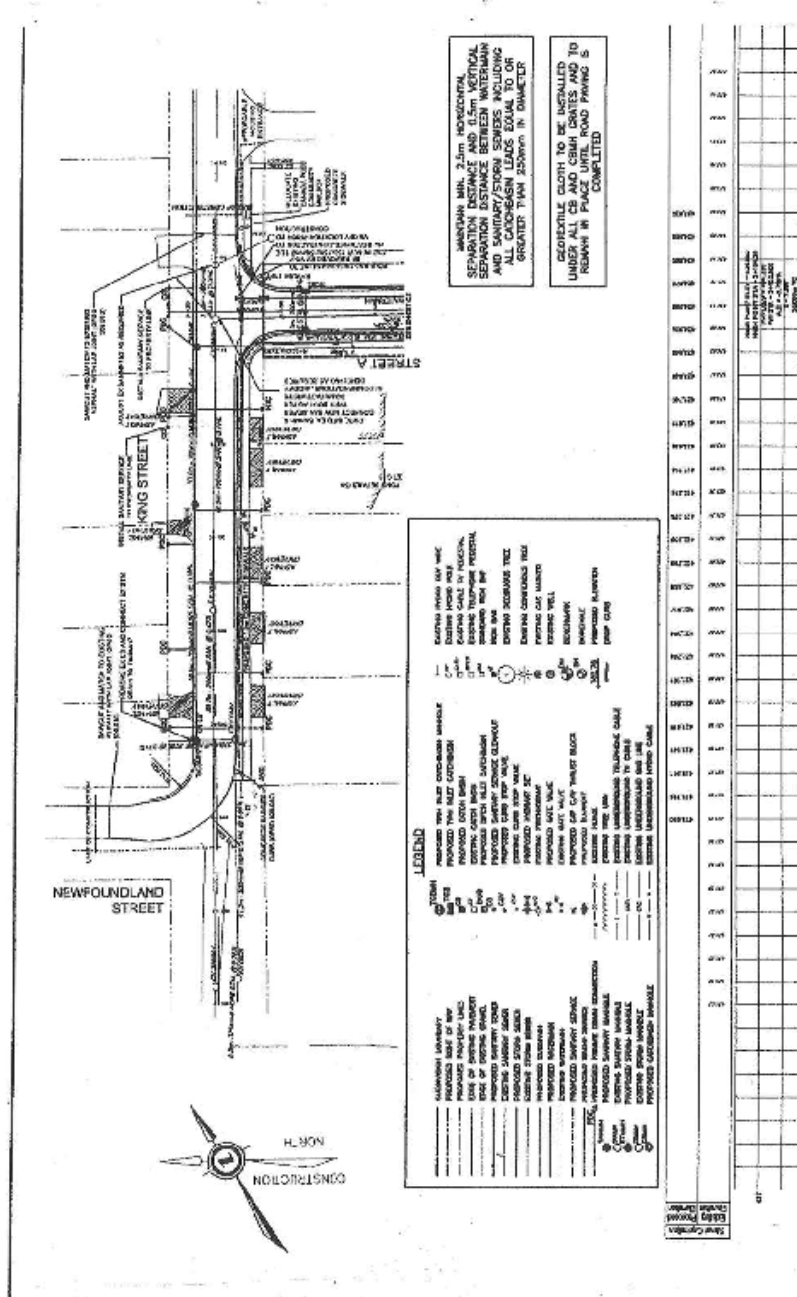
King Street PI Town of Mount Forest, partially closed by By-law BLN192 BTN Egremont St and London Rd; Wellington North; subject to an easement in gross over Part King St. PI Town of Mount Forest, Part 3, 61R-20168 as in WC38782

SCHEDULE "B"
DESCRIPTION OF THE WORKS AND SERVICES

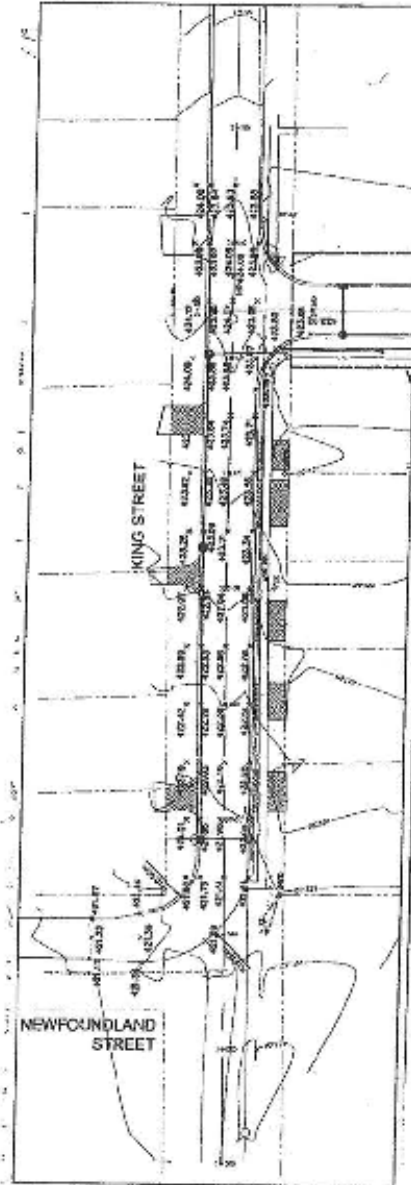
All of those works and services described in Drawing No. 131-12828-C7 and Drawing No. 131-128280C10, dated January 2017 from Cobide Engineering Inc

DRAWINGS ATTACHED pages 10 & 11

SCHEDULE "B" CONTINUED DESCRIPTION OF THE WORKS AND SERVICES



SCHEDULE "B" CONTINUED
DESCRIPTION OF THE WORKS AND SERVICES



SCHEDULE "C"
ESTIMATED COSTS OF THE WORKS AND SERVICES

4/8/2017

Reeves Development - 08145

Date: September 9, 2016

King Street Reconstruction

Rev. April 8, 2017

From Reeves Development to Newfoundland Street

Township of Wellington North

Opinion of Probable Cost and Township-Developer's Contributions

Road Construction (Full urban section)

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
Earth excavation	1190	cu.m.	\$12.00	\$14,280.00	\$9,720.00	\$4,560.00
Water	110	cu.m.	\$8.50	\$935.00	\$692.75	\$242.25
Calcium chloride	1.1	t	\$1,100.00	\$1,210.00	\$880.00	\$330.00
Granular 'A' (150 mm)	700	t	\$12.50	\$8,750.00	\$6,937.50	\$1,812.50
Granular 'B' (450 mm)	1670	t	\$10.00	\$16,700.00	\$12,600.00	\$4,100.00
Hot mix HL4 (50 mm)	170	t	\$85.00	\$14,450.00	\$10,625.00	\$3,825.00
Hot mix HL3 (40 mm) - 2017	140	t	\$90.00	\$12,600.00	\$10,530.00	\$2,070.00
Hot mix miscellaneous	350	sq.m.	\$25.00	\$8,750.00	\$8,093.75	\$656.25
Adjust manholes & catchbasins	4	ea.	\$400.00	\$1,600.00	\$800.00	\$800.00
Manhole lift rings - 2017	3	ea.	\$380.00	\$1,140.00	\$380.00	\$760.00
Water valve lifters - 2017	3	ea.	\$110.00	\$330.00	\$0.00	\$330.00
Remove catchbasin	1	ea.	\$250.00	\$250.00	\$0.00	\$250.00
Concrete curb & gutter	235	m	\$40.00	\$9,400.00	\$8,480.00	\$920.00
Concrete sidewalk	190	sq.m.	\$50.00	\$9,500.00	\$9,500.00	\$0.00
Topsoil	780	sq.m.	\$6.00	\$4,680.00	\$4,140.00	\$540.00
Sod	780	sq.m.	\$6.00	\$4,680.00	\$4,140.00	\$540.00
Subtotal				\$109,255.00	\$87,519.00	\$21,736.00

Storm Sewer

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
300 mm dia. pipe sewer, grav. backfill	99	m	\$250.00	\$24,750.00	\$13,870.00	\$10,880.00
1200 mm dia. manhole	3	ea.	\$4,500.00	\$13,500.00	\$3,400.00	\$10,100.00
100 mm private drain connect.	100	m	\$140.00	\$14,000.00	\$14,000.00	\$0.00
Cleanout	10	ea.	\$200.00	\$2,000.00	\$2,000.00	\$0.00
150 mm dia. perforated subdrain	118	m	\$20.00	\$2,360.00	\$1,840.00	\$520.00
Subtotal				\$56,610.00	\$35,110.00	\$21,500.00

* deep storm sewer for servicing Lucas Subdivision SWM pond

Sanitary Sewer (4.0 to 4.5m deep)

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
200 mm dia. PVC SDR35	10	m	\$500.00	\$5,000.00	\$0.00	\$5,000.00
Connect to MH (coring & boot)	1	ea.	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Rebench existing manhole	1	ea.	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
125 mm sanitary service (c/w saddle and CO)	2	ea.	\$5,500.00	\$11,000.00	\$11,000.00	\$0.00
Subtotal				\$18,000.00	\$11,000.00	\$7,000.00

* small quantities and deep sanitary sewer

SCHEDULE "C" CONTINUED

ESTIMATED COSTS OF THE WORKS AND SERVICES

4/8/2017

Reeves Development - 08145

Date: September 9, 2016

King Street Reconstruction

Rev. April 8, 2017

From Reeves Development to Newfoundland Street

Township of Wellington North

Opinion of Probable Cost and Township-Developer's Contributions

Road Construction (Full urban section)

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
Earth excavation	1190	cu.m.	\$12.00	\$14,280.00	\$9,720.00	\$4,560.00
Water	110	cu.m.	\$8.50	\$935.00	\$692.75	\$242.25
Calcium chloride	1.1	t	\$1,100.00	\$1,210.00	\$880.00	\$330.00
Granular 'A' (150 mm)	700	t	\$12.50	\$8,750.00	\$6,937.50	\$1,812.50
Granular 'B' (450 mm)	1670	t	\$10.00	\$16,700.00	\$12,600.00	\$4,100.00
Hot mix HL4 (50 mm)	170	t	\$85.00	\$14,450.00	\$10,625.00	\$3,825.00
Hot mix HL3 (40 mm) - 2017	140	t	\$90.00	\$12,600.00	\$10,530.00	\$2,070.00
Hot mix miscellaneous	350	sq.m.	\$25.00	\$8,750.00	\$8,093.75	\$656.25
Adjust manholes & catchbasins	4	ea.	\$400.00	\$1,600.00	\$800.00	\$800.00
Manhole lift rings - 2017	3	ea.	\$380.00	\$1,140.00	\$380.00	\$760.00
Water valve lifters - 2017	3	ea.	\$110.00	\$330.00	\$0.00	\$330.00
Remove catchbasin	1	ea.	\$250.00	\$250.00	\$0.00	\$250.00
Concrete curb & gutter	235	m	\$40.00	\$9,400.00	\$8,480.00	\$920.00
Concrete sidewalk	190	sq.m.	\$50.00	\$9,500.00	\$9,500.00	\$0.00
Topsoil	780	sq.m.	\$6.00	\$4,680.00	\$4,140.00	\$540.00
Sod	780	sq.m.	\$6.00	\$4,680.00	\$4,140.00	\$540.00
Subtotal				\$109,255.00	\$87,519.00	\$21,736.00

Storm Sewer

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
300 mm dia. pipe sewer, grav. backfill	99	m	\$250.00	\$24,750.00	\$13,870.00	\$10,880.00
1200 mm dia. manhole	3	ea.	\$4,500.00	\$13,500.00	\$3,400.00	\$10,100.00
100 mm private drain connect.	100	m	\$140.00	\$14,000.00	\$14,000.00	\$0.00
Cleanout	10	ea.	\$200.00	\$2,000.00	\$2,000.00	\$0.00
150 mm dia. perforated subdrain	118	m	\$20.00	\$2,360.00	\$1,840.00	\$520.00
Subtotal				\$56,610.00	\$35,110.00	\$21,500.00

* deep storm sewer for servicing Lucas Subdivision SWM pond

Sanitary Sewer (4.0 to 4.5m deep)

Item	Quantity	Unit	Unit Price	Amount	Township	Developer
200 mm dia. PVC SDR35	10	m	\$500.00	\$5,000.00	\$0.00	\$5,000.00
Connect to MH (coring & boot)	1	ea.	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Rebench existing manhole	1	ea.	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
125 mm sanitary service (c/w saddle and CO)	2	ea.	\$5,500.00	\$11,000.00	\$11,000.00	\$0.00
Subtotal				\$18,000.00	\$11,000.00	\$7,000.00

* small quantities and deep sanitary sewer

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

BY-LAW NUMBER 036-17

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON APRIL 24, 2017.

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 April 24, 2017 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 24TH DAY OF APRIL, 2017.**

**ANDREW LENNOX
MAYOR**

**KARREN WALLACE
CLERK**