

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING AGENDA OF COUNCIL  
JUNE 25, 2018 @ 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

(d) labour relations or employee negotiations;

1. **REPORTS**

a. Report HR 2018-002 Employee Remuneration

2. **REVIEW OF CLOSED SESSION MINUTES**

a. May 22, 2018

b. June 4, 2018

**O' CANADA**

**PRESENTATIONS**

a. Wellington North Youth Action Council 001

- Color Run and donation to New Growth Family Centre

b. RLB Chartered Professional Accountants 012

- 2017 Financial Overview

**RECESS TO MOVE INTO PUBLIC MEETING**

Committee of Adjustment

- A11/18 – MacDonald, Gary and Helana
- A14/18 – Eccles, Dale and Angela

**RESUME REGULAR MEETING OF COUNCIL**

**ADOPTION OF MINUTES OF COUNCIL**

- Court of Revision of June 4, 2018 037
- Public Meeting of June 4, 2018 039
- Council Meeting of June 4, 2018 044
- Public Meeting of June 14, 2018 052
- Council Meeting of June 14, 2018 055

**BUSINESS ARISING**

**DEPUTATIONS**

Greg Dineen, Wellington Federation of Agriculture 058

- General Update of Agriculture in Wellington North and Wellington County

**ITEMS FOR CONSIDERATION**

1. MINUTES
  - a. Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee, May 31, 2018 063
2. FIRE
  - a. Communiqué #055, May, 2018 066
3. BUILDING
  - a. Report CBO 2018-11 Building Permit Review for the period ending May 31, 2018 072
4. FINANCE
  - a. Cheque Distribution Report, June 19, 2018 075
5. ECONOMIC DEVELOPMENT
  - a. Report EDO 2018-24 Community Improvement Program 080
  - b. Report EDO 2018-25 Community Initiated Project Program 086
6. OPERATIONS
  - a. Report PW 2018-010 Award of Contract 15160-18, King Street and Elgin Street Reconstruction Mount Forest 091
  - b. Report PW 2018-11 Award of Contract 18049-18, Queen Street (Highway 89) Connecting Link, Mount Forest 094
  - c. Report PW 2018-012 being a report on the Yellow Fish Road™ Program 097
7. ADMINISTRATION
  - a. Report CLK 2018-027 being a report on the Appointment of an Integrity Commissioner 101
  - b. Report CLK 2018-028 being a report on Consent Application B75-18 (Mapleton Park aka Altina) 112
  - c. Report CLK 2018-029 being a report on the Association of Municipal Clerks and Treasurers 80<sup>th</sup> Annual Conference held June 11, 12, and 13, 2018 117
8. COUNCIL
  - a. Ontario Good Roads Association correspondence, dated April 24, 2018, regarding invitation to join the “Referred Autonomous Vehicles Test Corridor” 122
  - b. The Royal Canadian Legion, Branch #134, Mount Forest correspondence, dated June 4, 2018, requesting approval for placing a tent in their parking lot to host a licensed music/beer tent in conjunction with the Mount Forest Fireworks Festival 123
  - c. Axy Leighl, The Friends of Bill, correspondence, dated June 14, 2018, requesting to have a Ribfest Event declared as being municipally significant. 124
  - d. Mount Forest Lions Club correspondence, dated June 6, 2018, regarding appreciation for volunteer ‘partnership’ of Wellington North Fire Department at fundraising event 127

**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 062-18 being a by-law to set remuneration for members of Council and to repeal By-law 081-16 128
- b. By-law Number 063-18 being a by-law to appoint an Integrity Commissioner for The Township of Wellington North and enter into an Agreement For Services 130

**CONFIRMATORY BY-LAW NUMBER 064-18** 137

**ADJOURNMENT**

<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
Tuesday, June 26, 2018	Saugeen Connects and Succession Matching Partnership Program – Neustadt Community Centre	8:30 a.m. to 10:30 a.m.
Wednesday, June 27, 2018	Public Information Meeting for the reconstruction of Charles St. e. And Leonard St.- Arthur Community Centre, Upper Hall	5:30 p.m. to 7:00 p.m.
Friday, June 29, 2018	Wellington North Farmers Market Family Fun Day – 320 King St. E., Mount Forest	3:00 p.m. to 6:30 pm.
Saturday, June 30, 2018	GetInTouchForHutch 2018 Race Day	9:00 a.m. to 12:00 p.m.
Monday, July 2, 2018	Canada Day – office closed	
Monday, July 9, 2018	Regular Council Meeting	2:00 p.m.
Tuesday, July 10, 2018	Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee – Arthur Community Centre, Upper Hall	5:00 p.m.
Thursday, July 19, 2018	Wellington North Cultural Roundtable	12:00 p.m.
Monday, July 23, 2018	Public Meeting – Draft Plan of Subdivision	7:00 p.m.
Monday, July 23, 2018	Regular Council Meeting	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**

# Wellington North Youth Action Council's 1<sup>st</sup> Annual Colour Run

Race Against Youth Homelessness

# Event Details

- Date: Saturday, May 19<sup>th</sup>, 2018
- Time: 11am-4pm
- Location: Old Arena; race took place throughout Mount Forest

# Lay out of the Day

- 11:00am- 12:00pm: Registration
- 11:00am onwards: BBQ catered by the Ag Society
- 11:40am-12:00pm: Group Warm Up
- 12:00pm: Staggered Start begins
- 2:00pm-4:00pm: Fork and Harp perform
- Clean up!

# Participants

- 125 adults registered
- 37 kiddos registered
- Total # of participants: 162
- Councillor Lisa Hern attended and represented WN Township

# Sponsors and Partners

- Sponsors:
  - H.O.P.E Committee
  - 88.7 The River
  - Coldwell Banker
  - Foodland
  - Xyngular
- Partners:
  - Saugeen Fitness
  - Township of Wellington North
  - MF Curling Club
  - Agriculture Society
  - MF Fireworks Festival
  - Wellington EMS



# Pictures and Video

Video developed by James Cooper at 88.7 The River:  
<https://www.facebook.com/887theriver.ca/videos/918863614960161/>



# Our charity of choice: New Growth Family Centre

- During our planning, we asked for organizations interested in receiving funds from the Colour Run to present to us at one of our meetings
- Aletha McArthur spoke to us about the issue of youth homelessness in our community
- Many of us know of a youth who has experienced homelessness in their life
- We see a need for a youth respite space in our community and decided to direct our funds towards this project
- In total, we raised \$2500.00 for New Growth Family Centre so that they can build a youth respite space

# Community Youth Resiliency Worker: Role Moving Forward

# Logistical Details

- 4 partners have come together to continue funding the CYRW position:
  - Township of Wellington North
  - Town of Minto
  - Township of Mapleton
  - Mount Forest Family Health Team
- CYRW will spend one day/week in each location:
  - Mondays: Mount Forest Family Health Team
  - Tuesdays: Mapleton
  - Wednesdays: Minto
  - Thursdays: Wellington North

# CYRW Priority Areas

- Youth Outmigration
- Communication Plan
- Youth Leadership Opportunities
- Experiential Volunteering
- Skill Development Workshops for youth
- Professional development opportunities for Adult Allies
- Facilitate networking opportunities
- Community outreach
- Health promotion
- Wellness programs
- Grant research and writing

# What's in store for WN...

- YAC: sponsoring public swims in MF and Arthur in the summer
- YAC: Haunted Trail- October 26
- Wellness Wednesdays at WHSS
- Truth About Youth program
- Connecting with Youth the Rural Way Workshop
- Workshop on Substance Misuse and Harm Reduction
- Supports for Young Caregivers
- Saugeen Connects & Succession Matching
- Food Skills Program

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

DRAFT

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**INDEX TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2017**

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Township of Wellington North

### Report on the Financial Statements

We have audited the accompanying consolidated financial statements of The Corporation of the Township of Wellington North, which comprise the consolidated statement of financial position as at December 31, 2017 and the consolidated statements of operations, change in net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of Wellington North as at December 31, 2017 and the results of its operations and its cash flow for the year then ended in accordance with Canadian public sector accounting standards.

Guelph, Ontario  
June 25, 2018

Chartered Professional Accountants  
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
 CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
 AS AT DECEMBER 31, 2017

	2017	2016
<b>FINANCIAL ASSETS</b>		
Cash (note 2)	\$ 22,937,435	\$ 20,917,095
Investments	10,646	10,581
Taxes receivable	1,571,340	1,493,994
Trade and other receivables	2,394,982	2,624,273
Long term receivables (note 3)	122,858	282,761
Investment in Wellington North Power Inc. (note 4)	<u>4,810,836</u>	<u>4,509,749</u>
	<u>31,848,097</u>	<u>29,838,453</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	2,486,478	2,451,169
Deferred revenue (note 6)	4,260,417	3,380,088
Long term debt (note 5)	<u>5,115,347</u>	<u>6,225,301</u>
	<u>11,862,242</u>	<u>12,056,558</u>
<b>NET FINANCIAL ASSETS</b>	<u>19,985,855</u>	<u>17,781,895</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (schedule 2)	109,282,480	109,115,443
Prepaid expenses	<u>17,915</u>	<u>87,553</u>
	<u>109,300,395</u>	<u>109,202,996</u>
<b>ACCUMULATED SURPLUS</b> (schedule 3)	<u>\$129,286,250</u>	<u>\$126,984,891</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
 CONSOLIDATED STATEMENT OF OPERATIONS  
 FOR THE YEAR ENDED DECEMBER 31, 2017

	2017 Budget	2017 Actual	2016 Actual
<b>REVENUE</b>			
Net taxation/user charges	\$ 7,392,804	\$ 7,402,283	\$ 7,203,717
Fees and service charges	5,670,200	5,558,369	5,664,382
Grants	3,853,263	2,614,394	3,024,480
Other income (note 7)	989,516	1,563,878	971,085
Obligatory reserve funds revenue recognized (note 6)	<u>0</u>	<u>383,047</u>	<u>366,239</u>
	<u>17,905,783</u>	<u>17,521,971</u>	<u>17,229,903</u>
<b>EXPENSES</b> (schedule 1)			
General government	2,143,384	1,700,773	1,285,405
Protection to persons and property	1,299,224	1,372,590	1,262,532
Transportation services	6,186,680	6,253,385	5,863,737
Environmental services	3,667,732	3,347,031	3,566,288
Health services	41,014	52,310	43,712
Recreation and cultural services	2,105,313	2,206,824	1,969,409
Planning and development	<u>26,475</u>	<u>287,699</u>	<u>318,719</u>
	<u>15,469,822</u>	<u>15,220,612</u>	<u>14,309,802</u>
<b>ANNUAL SURPLUS</b>	<u>\$ 2,435,961</u>	<u>\$ 2,301,359</u>	<u>\$ 2,920,101</u>
<b>ACCUMULATED SURPLUS at beginning of year</b>		\$126,984,891	\$124,064,790
Annual surplus		<u>2,301,359</u>	<u>2,920,101</u>
<b>ACCUMULATED SURPLUS at end of year</b>		<u>\$129,286,250</u>	<u>\$126,984,891</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2017

	2017 Budget	2017 Actual	2016 Actual
<b>Annual surplus</b>	\$ 2,435,961	\$ 2,301,359	\$ 2,920,101
Acquisition of tangible capital assets	(5,385,624)	(5,385,625)	(4,395,099)
Amortization of tangible capital assets	4,562,448	5,128,426	4,562,448
Loss on disposal of tangible capital assets	0	61,701	530,286
Proceeds on disposal of tangible capital assets	0	28,461	22,500
	<u>(823,176)</u>	<u>(167,037)</u>	<u>720,135</u>
Change in prepaid expenses	<u>0</u>	<u>69,638</u>	<u>(3,227)</u>
<b>INCREASE IN NET FINANCIAL ASSETS</b>	<u>\$ 1,612,785</u>	2,203,960	3,637,009
<b>NET FINANCIAL ASSETS at beginning of year</b>		<u>17,781,895</u>	<u>14,144,886</u>
<b>NET FINANCIAL ASSETS at end of year</b>		<u>\$ 19,985,855</u>	<u>\$ 17,781,895</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
CONSOLIDATED STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED DECEMBER 31, 2017

	2017	2016
<b>CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>		
Annual surplus for the year	\$ 2,301,359	\$ 2,920,101
Items not requiring an outlay of cash		
Amortization	5,128,426	4,562,448
Loss on disposal of tangible capital assets	61,701	530,286
Share of income of Wellington North Power Inc.	<u>(301,087)</u>	<u>(409,725)</u>
	<u>4,889,040</u>	<u>4,683,009</u>
	<u>7,190,399</u>	<u>7,603,110</u>
Net changes in non-cash working capital		
Taxes receivable	(77,346)	(122,968)
Trade and other receivables	229,291	(682,067)
Accounts payable and accrued liabilities	35,309	232,768
Prepaid expenses and inventory	69,638	(3,227)
Deferred revenue	<u>880,329</u>	<u>454,927</u>
	<u>1,137,221</u>	<u>(120,567)</u>
	<u>8,327,620</u>	<u>7,482,543</u>
<b>CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES</b>		
Acquisition of tangible capital assets	(5,385,625)	(4,395,099)
Proceeds on disposal of tangible capital assets	<u>28,461</u>	<u>22,500</u>
	<u>(5,357,164)</u>	<u>(4,372,599)</u>
<b>CASH USED IN FINANCING ACTIVITIES</b>		
Repayment of long term debt	<u>(1,109,954)</u>	<u>(1,038,451)</u>
<b>CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>		
Increase in investments	(65)	(57)
Decrease in long term receivables	<u>159,903</u>	<u>240,114</u>
	<u>159,838</u>	<u>240,057</u>
<b>NET INCREASE IN CASH</b>	2,020,340	2,311,550
<b>CASH, beginning of year</b>	<u>20,917,095</u>	<u>18,605,545</u>
<b>CASH, end of year</b>	<u>\$ 22,937,435</u>	<u>\$ 20,917,095</u>

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of The Corporation of the Township of Wellington North are the representation of management prepared in accordance with Canadian public sector accounting standards (PSAS) as established by the Public Sector Accounting Board (PSAB) of CPA Canada. Significant accounting policies adopted by The Corporation of the Township of Wellington North are as follows:

(a) **ACKNOWLEDGEMENT OF RESPONSIBILITY**

The management of The Corporation of the Township of Wellington North acknowledges its responsibility for the creation and compilation of the consolidated financial statements and the following significant accounting policy decisions and related policy notes.

(b) **BASIS OF CONSOLIDATION**

- (i) These consolidated statements reflect the assets, liabilities, revenues and expenses of the current fund, capital fund, reserves and reserve funds of all municipal organizations, committees and boards which are controlled by Council. All interfund assets and liabilities and revenues and expenses have been eliminated on consolidation. The following board has been reflected in the consolidated financial statements:

Mount Forest Business Improvement Area 100%

Government business enterprises and partnerships are separate legal entities which do not rely on the municipality for funding. Investments in government business enterprises are accounted for using the modified equity method. The following government business enterprise is reflected in the consolidated financial statements:

Wellington North Power Inc 96.71%

- (ii) **Accounting for County and School Board Transactions:**  
The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Wellington are not reflected in the municipal fund balances of these financial statements. Overlevies (underlevies) are reported on the Consolidated Statement of Financial Position as accrued liabilities (other receivables).
- (iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds Statement of Financial Position and Continuity.

(c) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

(d) USE OF ESTIMATES

The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management's estimates include amortization and accrued liabilities. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.

(e) INVESTMENTS

Investments held by the municipality are recorded at cost.

(f) LONG TERM RECEIVABLES

Long term receivables are recorded at cost.

(g) DEFERRED REVENUE

The revenue is reported on the Consolidated Statement of Operations in the year in which it is used for the specified purpose, and any unspent revenue is deferred to the following year.

(h) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over its estimated useful life as follows:

Land improvements	30 to 75 years
Buildings	20 to 50 years
Machinery and equipment	5 to 50 years
Vehicles	10 to 20 years
Roads	30 years
Bridges and culverts	50 years
Water and sewer systems	70 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value and are recognized as revenue at the date of receipt.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

(h) NON-FINANCIAL ASSETS (continued)

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(i) REVENUE RECOGNITION

Revenues are recognized as follows:

- (i) Tax revenue is recognized as revenue when the amounts are levied on the municipality's ratepayers.
- (ii) Fines and donations are recognized when collected.
- (iii) Other revenues are recorded upon sale of goods or provision of service when collection is reasonably assured.
- (iv) Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur providing the transfers are authorized, eligibility criteria have been met and reasonable estimates of the amounts can be made.
- (v) Revenue restricted by legislation, regulation or agreement and not available for general municipal purposes is reported as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specified purpose.

(j) POST-EMPLOYMENT BENEFITS

The contributions to the Ontario Municipal Employees Retirement System ("OMERS"), a multi-employer defined benefit plan, are expensed when contributions are due.

**2. CASH**

The Township of Wellington North has an undrawn credit facility of \$1,000,000 for operating purposes.

The municipality's deposits are held with a Canadian Chartered Bank. The Canadian Deposit Insurance Corporation insures deposits up to a maximum of \$100,000 per depositor.



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**3. LONG TERM RECEIVABLES**

	<b>2017</b>	<b>2016</b>
Sewer loans, 6%, various repayment amounts, due from 2018 to 2021	\$ 19,504	\$ 19,415
Pledge amounts in relation to King Street Playground, 0%, payable in annual principal payments of \$5,000, collected in 2017	0	5,000
Tile drainage loans, 6%, various repayments, due from 2018 to 2022	<u>103,354</u>	<u>258,346</u>
	<u>\$ 122,858</u>	<u>\$ 282,761</u>

**4. INVESTMENT IN WELLINGTON NORTH POWER INC.**

Wellington North Power Inc. is a corporation incorporated under the laws of the Province of Ontario and provides municipal electrical services. The Corporation of the Township of Wellington North owns 96.71% of the outstanding shares of Wellington North Power Inc.

The following summarizes the financial position and operations of the government business enterprise which has been reported in these financial statements using the modified equity method:

	<b>2017</b>	<b>2016</b>
Investment in common shares	\$ 1,585,016	\$ 1,585,016
Note receivable on demand, interest at 4.54%	985,016	985,016
Share of accumulated net income	<u>2,240,804</u>	<u>1,939,717</u>
	<u>\$ 4,810,836</u>	<u>\$ 4,509,749</u>

During 2017, the Corporation of the Township of Wellington North received interest of \$44,720 (2016 - \$44,293) from Wellington North Power Inc.

The following is selected financial information from the December 31, 2017 audited financial statements of Wellington North Power Inc.

	<b>2017</b>	<b>2016</b>
Assets	<u>\$ 13,563,130</u>	<u>\$ 13,311,267</u>
Liabilities	\$ 8,669,374	\$ 8,865,399
Equity	4,056,478	3,737,149
Regulatory balances	<u>837,278</u>	<u>708,719</u>
	<u>\$ 13,563,130</u>	<u>\$ 13,311,267</u>
Revenues	\$ 15,964,067	\$ 16,923,431
Expenses	<u>15,644,738</u>	<u>16,499,767</u>
Net income for the year	<u>\$ 319,329</u>	<u>\$ 423,664</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED DECEMBER 31, 2017

5. LONG TERM DEBT

The balance of long term liabilities on the Consolidated Statement of Financial Position is made up of the following:

	2017	2016
Tile drainage loans payable, 6%, due from 2018 to 2022	\$ 103,354	\$ 258,346
Debenture payable, 5.84%, payable \$128,114 semi-annually, principal and interest, due August 2024	1,454,993	1,619,140
Debenture payable, 4.858%, payable \$191,153 semi-annually, principal and interest, due December 2017	0	368,815
Debenture payable, 3.85% increasing to 5%, principal repayments annually at declining rate, due July 2018	949,000	1,085,000
Debenture payable, 1.65% increasing to 4.90%, principal repayments annually at declining rate, due February 2019	1,082,000	1,213,000
Debenture payable, 1.60% increasing to 4.85%, principal repayments annually at declining rate, due June 2020	<u>1,526,000</u>	<u>1,681,000</u>
	<u>\$ 5,115,347</u>	<u>\$ 6,225,301</u>

Principal repayments, in aggregate, are due as follows:

2018	\$ 1,458,654
2019	1,328,919
2020	1,403,712
2021	220,342
2022	226,710
Thereafter	<u>477,010</u>
	<u>\$ 5,115,347</u>

6. DEFERRED REVENUE

	DEC 31/16	CONTRI- BUTIONS RECEIVED	INVEST- MENT INCOME	REVENUE RECOGNIZED	DEC 31/17
<b>OBLIGATORY RESERVE FUNDS</b>					
Development charges	\$ 2,707,777	\$ 864,331	\$ 33,248	\$ (363,408)	\$ 3,241,948
Recreational land	144,106	41,000	1,918	0	187,024
Gas tax	<u>469,669</u>	<u>355,115</u>	<u>3,396</u>	<u>(19,639)</u>	<u>808,541</u>
	3,321,552	1,260,446	38,562	(383,047)	4,237,513
<b>OTHER</b>	<u>58,536</u>	<u>13,083</u>	<u>0</u>	<u>(48,715)</u>	<u>22,904</u>
	<u>\$ 3,380,088</u>	<u>\$ 1,273,529</u>	<u>\$ 38,562</u>	<u>\$ (431,762)</u>	<u>\$ 4,260,417</u>

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**7. OTHER INCOME**

	<b>2017 Budget</b>	<b>2017 Actual</b>	<b>2016 Actual</b>
Penalties and interest on taxation	\$ 205,000	\$ 193,223	\$ 203,563
Miscellaneous	56,400	68,131	157,273
Other fines and penalties	1,800	641	2,381
Investment income	167,500	320,930	258,731
Rents, concessions and franchises	413,816	556,013	469,678
Donations	140,000	185,054	20
Gain (loss) on disposal of tangible capital assets	5,000	(61,201)	(530,286)
Government business enterprise	<u>0</u>	<u>301,087</u>	<u>409,725</u>
	<u>\$ 989,516</u>	<u>\$ 1,563,878</u>	<u>\$ 971,085</u>

**8. PUBLIC SECTOR SALARY DISCLOSURE**

During 2008, no employees were paid a salary, as defined in the Public Sector Salary Disclosure Act, 1996, of \$100,000 or more by The Corporation of the Town of Erin.

**9. PENSION AGREEMENTS**

The municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of 41 (2016 - 39) members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement entitlement to be received by the employees based on the length of service and rates of pay. Employees and employers contribute jointly to the plan. The employer amount contributed to OMERS for 2017 by the municipality was \$207,123 (2016 - \$211,993). The contribution rate for 2017 was 9.0% to 14.6%, depending on age and income level, which is consistent with the previous year. OMERS is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the municipality does not recognize any share of the OMERS pension surplus or deficit. The last available report for the OMERS plan was December 31, 2017. At that time, the plan reported a \$5.4 billion actuarial deficit (2016 - \$5.7 billion actuarial deficit), based on accrued pension obligations of \$93.6 billion (2016 - \$87.0 billion) and net assets available for benefits of \$95.2 billion (2016 - \$85.4 billion).

**10. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF WELLINGTON**

During the year, the following taxation revenue was raised and remitted to the school boards and County of Wellington:

	<b>2017</b>	<b>2016</b>
School Boards	\$ 3,575,656	\$ 3,496,132
County of Wellington	<u>8,864,350</u>	<u>8,412,134</u>
	<u>\$ 12,440,006</u>	<u>\$ 11,908,266</u>

**11. TRUST FUNDS**

The trust funds administered by the municipality amounting to \$335,896 (2016 - \$328,879) have not been included in the statement of financial position, nor have the operations been included in the statement of operations.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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**12. SEGMENTED INFORMATION**

The Corporation of the Township of Wellington North is a diversified municipal government institution that provides a wide range of services to its residents such as police, fire, sewer, water, waste collection, disposal and recycling, recreational, library and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This segment relates to the governance and operations of the municipality itself and cannot be directly attributed to another specific segment.

Protection to Persons and Property

Protection is comprised of police services, fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The police services ensure the safety and protection of the residents and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation Services

Transportation services is responsible for construction and maintenance of the municipality's roadways, bridges, parking areas and streetlights.

Environmental Services

This segment provides the municipality's drinking water, processes and cleans sewage and ensures the municipality's water systems meet all provincial standards.

Health Services

Health services includes contributions to the operations of local cemeteries.

Recreation and Cultural Services

This segment provides services meant to improve the health and development of the municipality's residents. The municipality operates and maintains parks, arenas, a swimming pool and community centres. The municipality also provides recreational programs.

Planning and Development

This segment is responsible for planning and zoning, including the official plan. This service area also includes tourist information and promotion, economic development, business improvement area and drainage.

**13. COMPARATIVE FIGURES**

Certain figures presented for comparative purposes have been reclassified to conform to the current year's presentation.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
 SCHEDULE OF SEGMENTED DISCLOSURE  
 FOR THE YEAR ENDED DECEMBER 31, 2017

Schedule 1

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Recreation and Cultural Services	Planning and Development	2017	2016 (note 13)
<b>EXPENSES</b>									
Salaries and benefits	\$ 886,468	\$ 511,989	\$ 1,256,416	\$ 515,501	\$ 29,800	\$ 884,567	\$ 86,385	\$ 4,171,126	\$ 4,000,526
Materials	386,426	570,491	1,808,212	1,137,497	19,487	819,677	170,843	4,912,633	4,695,802
Contracted services	0	0	0	449,551	0	0	14,719	464,270	450,670
Rents and financial expenses	69,821	0	0	0	0	0	0	69,821	89,719
Interest on long term debt	0	0	11,811	150,330	0	145,631	15,752	323,524	353,166
Amortization	356,494	140,862	3,176,946	1,094,152	3,023	356,949	0	5,128,426	4,562,448
Other	<u>1,564</u>	<u>149,248</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,812</u>	<u>157,471</u>
	<u>\$ 1,700,773</u>	<u>\$ 1,372,590</u>	<u>\$ 6,253,385</u>	<u>\$ 3,347,031</u>	<u>\$ 52,310</u>	<u>\$ 2,206,824</u>	<u>\$ 287,699</u>	<u>\$15,220,612</u>	<u>\$14,309,802</u>

See notes to the consolidated financial statements

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
**CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

Schedule 2

	Land and Land Improvements	Buildings	Machinery and Equipment	Vehicles	Roads	Bridges and Culverts	Water and Sewer Systems	2017	2016
<b>COST</b>									
Balance, beginning of year	\$ 5,102,795	\$ 18,483,876	\$ 32,499,825	\$ 6,958,235	\$ 131,375,537	\$ 7,037,794	\$ 29,314,180	\$ 230,772,242	\$ 228,257,736
Additions during the year	58,320	510,312	258,074	719,458	2,129,291	12,671	1,697,499	5,385,625	4,395,099
Disposals during the year	<u>0</u>	<u>0</u>	<u>(5,083)</u>	<u>(282,504)</u>	<u>(181,076)</u>	<u>0</u>	<u>(68,223)</u>	<u>(536,886)</u>	<u>(1,880,593)</u>
Balance, end of year	<u>5,161,115</u>	<u>18,994,188</u>	<u>32,752,816</u>	<u>7,395,189</u>	<u>133,323,752</u>	<u>7,050,465</u>	<u>30,943,456</u>	<u>235,620,981</u>	<u>230,772,242</u>
<b>ACCUMULATED AMORTIZATION</b>									
Balance, beginning of year	525,608	6,025,162	11,116,365	3,998,544	88,541,099	2,787,704	8,662,317	121,656,799	118,422,157
Amortization for the year	19,846	684,218	424,438	334,342	2,772,697	95,409	797,476	5,128,426	4,562,448
Accumulated amortization on disposals	<u>0</u>	<u>0</u>	<u>(5,083)</u>	<u>(259,928)</u>	<u>(142,316)</u>	<u>0</u>	<u>(39,397)</u>	<u>(446,724)</u>	<u>(1,327,806)</u>
Balance, end of year	<u>545,454</u>	<u>6,709,380</u>	<u>11,535,720</u>	<u>4,072,958</u>	<u>91,171,480</u>	<u>2,883,113</u>	<u>9,420,396</u>	<u>126,338,501</u>	<u>121,656,799</u>
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>									
	<u>\$ 4,615,661</u>	<u>\$ 12,284,808</u>	<u>\$ 21,217,096</u>	<u>\$ 3,322,231</u>	<u>\$ 42,152,272</u>	<u>\$ 4,167,352</u>	<u>\$ 21,523,060</u>	<u>\$ 109,282,480</u>	<u>\$ 109,115,443</u>

The net book value of tangible capital assets not being amortized because they are under construction (or development or have been removed from service) is \$2,586,908 (2016 - \$2,767,224).

No contributed capital assets were recognized in the financial statements during the year.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
 SCHEDULE OF ACCUMULATED SURPLUS  
 FOR THE YEAR ENDED DECEMBER 31, 2017

Schedule 3

	2017	2016
<b>SURPLUSES</b>		
Invested in tangible capital assets		
Tangible capital assets at cost less amortization	\$109,282,480	\$109,115,443
Unexpended capital financing	1,064,893	2,503,630
Capital assets financed by long term debt and to be funded in future periods	<u>(5,011,993)</u>	<u>(5,966,955)</u>
	105,335,380	105,652,118
General surplus	2,550,154	1,196,192
Investment in Wellington North Power Inc.	4,810,836	4,509,749
Cemeteries	31,914	52,020
Recreation, community centres and arenas	(19,133)	(19,521)
Streetlighting	115,100	42,033
Business improvement areas	<u>18,776</u>	<u>(695)</u>
	<u>112,843,027</u>	<u>111,431,896</u>
<b>RESERVE FUNDS</b>		
Capital purposes	<u>5,933,456</u>	<u>5,305,770</u>
<b>RESERVES</b>		
Working funds	780,587	806,923
Current purposes	5,697,537	4,785,112
Capital purposes	<u>4,031,643</u>	<u>4,655,190</u>
	<u>10,509,767</u>	<u>10,247,225</u>
	<u>\$129,286,250</u>	<u>\$126,984,891</u>

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Township of Wellington North

### Report on the Financial Statements

We have audited the accompanying statement of financial position of The Corporation of the Township of Wellington North trust funds as at December 31, 2017, and the statement of continuity of the trust funds for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Township of Wellington North as at December 31, 2017 and the continuity of the trust funds for the year then ended in accordance with Canadian public sector accounting standards.

Guelph, Ontario  
June 25, 2018

Chartered Professional Accountants  
Licensed Public Accountants



THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS  
 STATEMENTS OF FINANCIAL POSITION AND CONTINUITY  
 AS AT DECEMBER 31, 2017

	Subdividers	Cemetery Care and Maintenance	History Books
<b>STATEMENT OF FINANCIAL POSITION</b>			
<b>Assets</b>			
Cash	\$ 2,406	\$ 274,690	\$ 8,034
Investments (note 2)	0	67,037	0
Due from Township	<u>0</u>	<u>906</u>	<u>0</u>
	<u>\$ 2,406</u>	<u>\$ 342,633</u>	<u>\$ 8,034</u>
<b>Liabilities</b>			
Due to Township	\$ 0	\$ 4,177	\$ 0
Deferred revenue (prepaid plots)	<u>0</u>	<u>13,000</u>	<u>0</u>
	<u>0</u>	<u>17,177</u>	<u>0</u>
<b>Fund balance</b>	<u>2,406</u>	<u>325,456</u>	<u>8,034</u>
	<u>\$ 2,406</u>	<u>\$ 342,633</u>	<u>\$ 8,034</u>
<b>STATEMENT OF CONTINUITY</b>			
<b>Fund balance, beginning of year</b>	\$ <u>2,381</u>	\$ <u>318,549</u>	\$ <u>7,949</u>
<b>Receipts</b>			
Interest earned	25	0	85
Share of plot sales	0	5,807	0
Monument fees	<u>0</u>	<u>1,100</u>	<u>0</u>
	<u>25</u>	<u>6,907</u>	<u>85</u>
<b>Fund balance, end of year</b>	<u>\$ 2,406</u>	<u>\$ 325,456</u>	<u>\$ 8,034</u>

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the trust funds of The Corporation of the Township of North Wellington are the representation of management prepared in accordance with accounting policies prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing and Canadian public sector accounting standards. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) **BASIS OF ACCOUNTING**

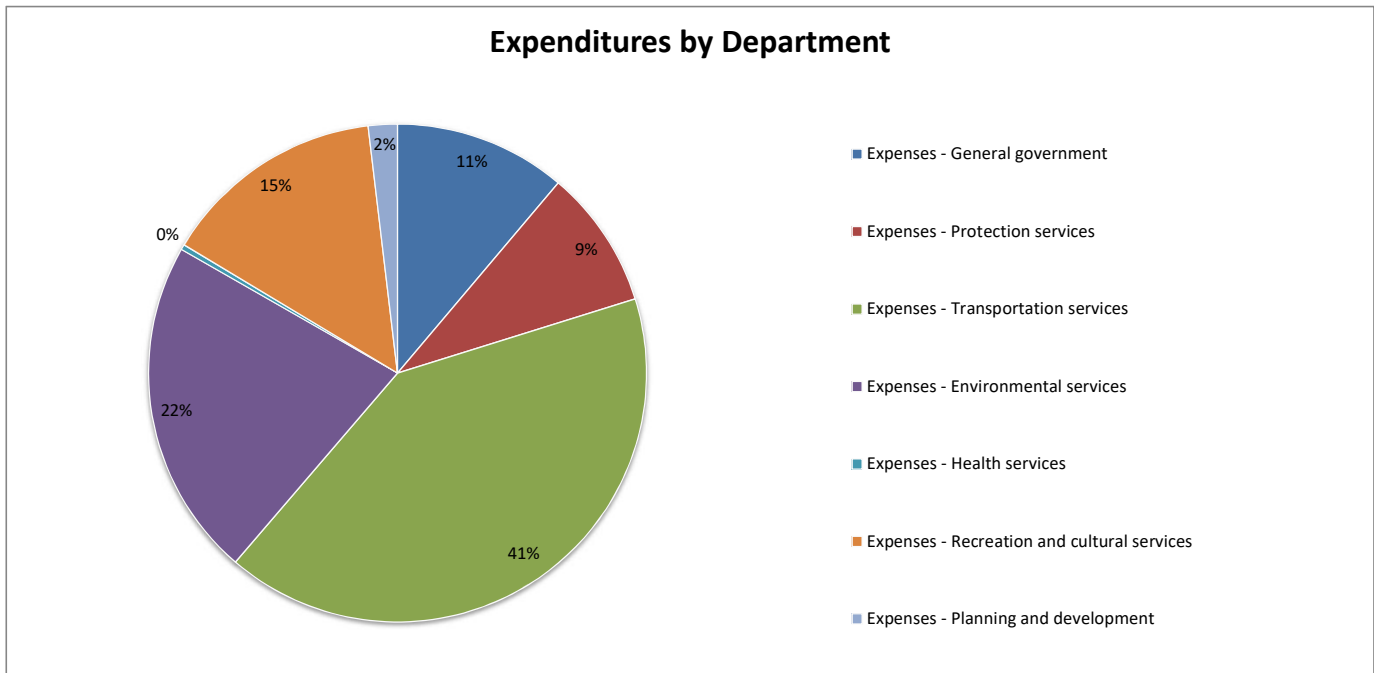
- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**2. INVESTMENTS**

Total investments of \$67,037 (2016 - \$65,908) reported on the statement of financial position at cost have a market value of \$65,555 (2016 - \$64,921).

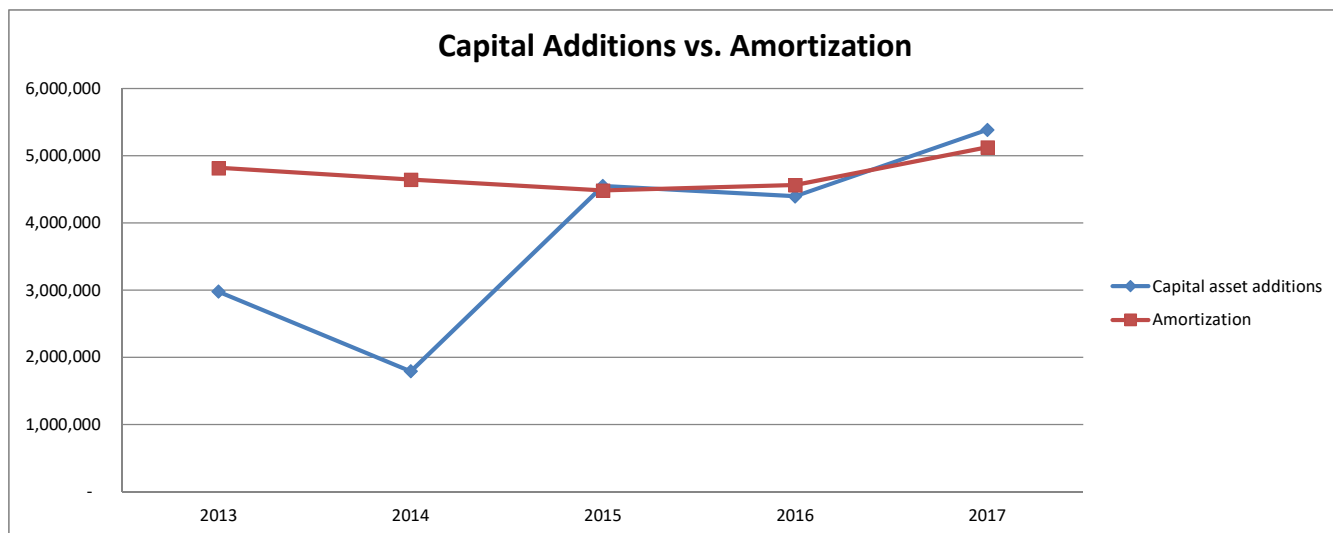
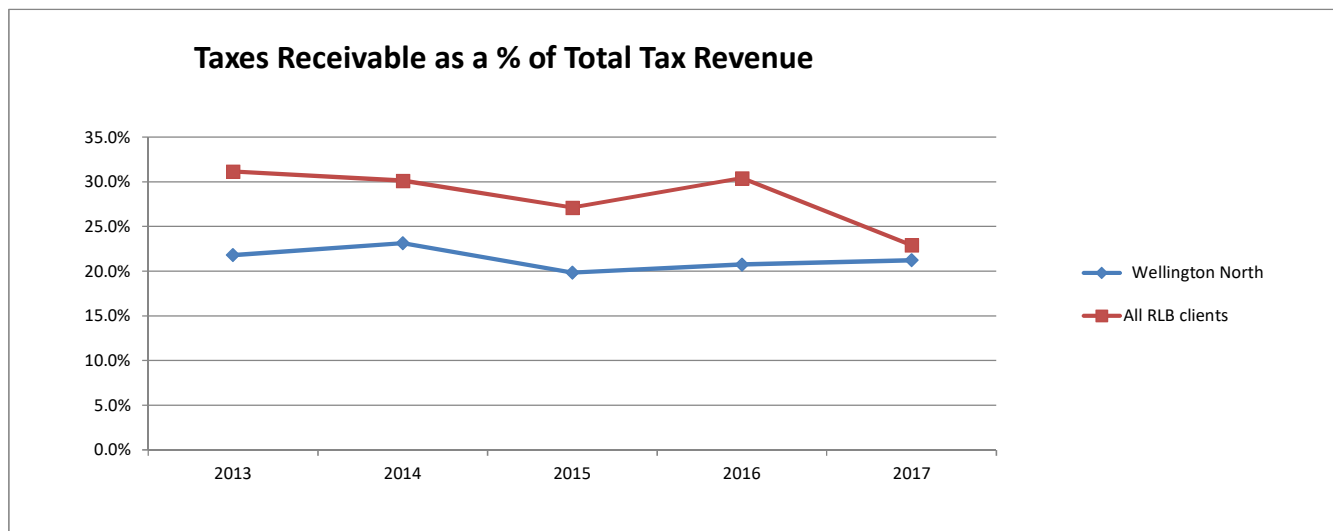
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**Township of Wellington North  
Summary of Key Operating Measures  
December 31, 2017**

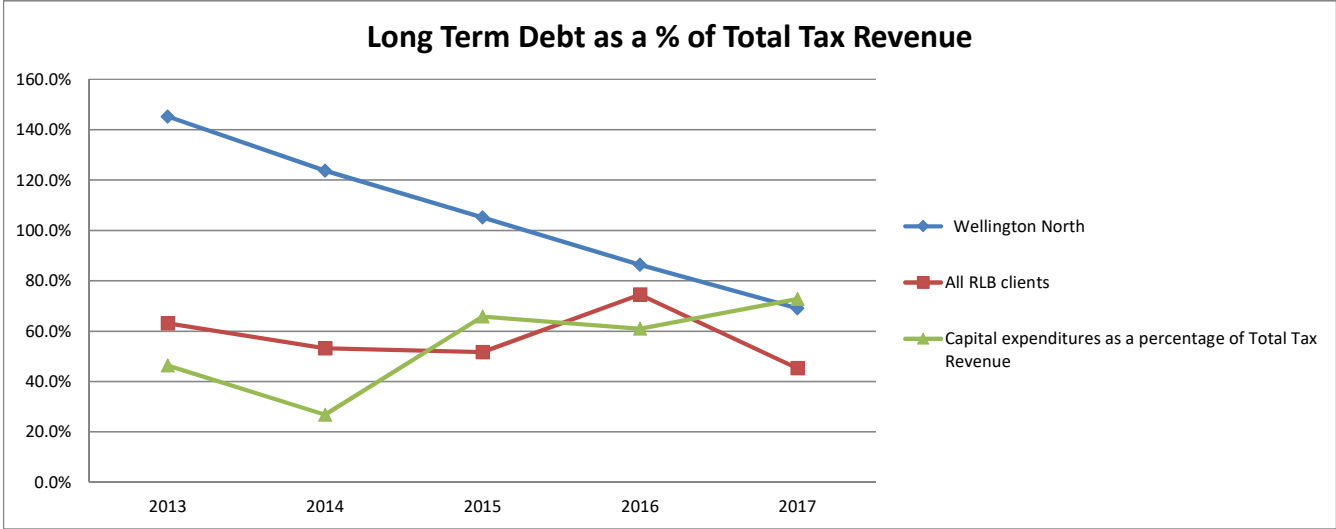
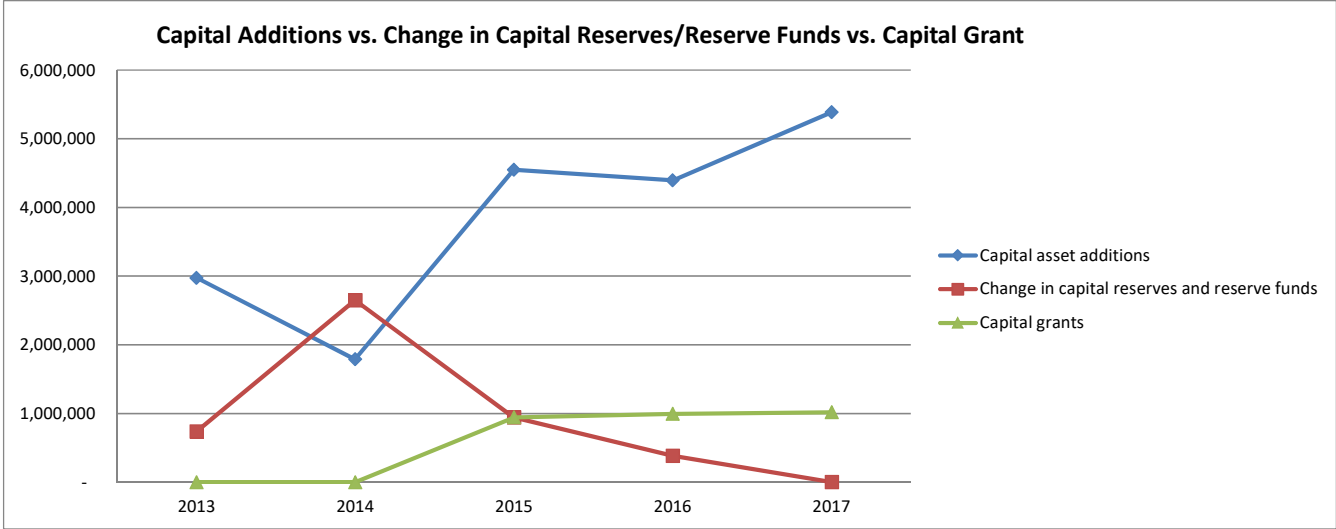


	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Expenses - General government	8.9%	9.2%	9.7%	9.0%	11.2%
Expenses - Protection services	8.8%	8.8%	8.4%	8.8%	9.0%
Expenses - Transportation services	42.0%	40.4%	40.9%	41.0%	41.1%
Expenses - Environmental services	23.9%	25.3%	24.4%	24.9%	22.0%
Expenses - Health services	0.2%	0.2%	0.3%	0.3%	0.3%
Expenses - Recreation and cultural services	13.4%	13.6%	13.9%	13.8%	14.5%
Expenses - Planning and development	2.9%	2.4%	2.5%	2.2%	1.9%

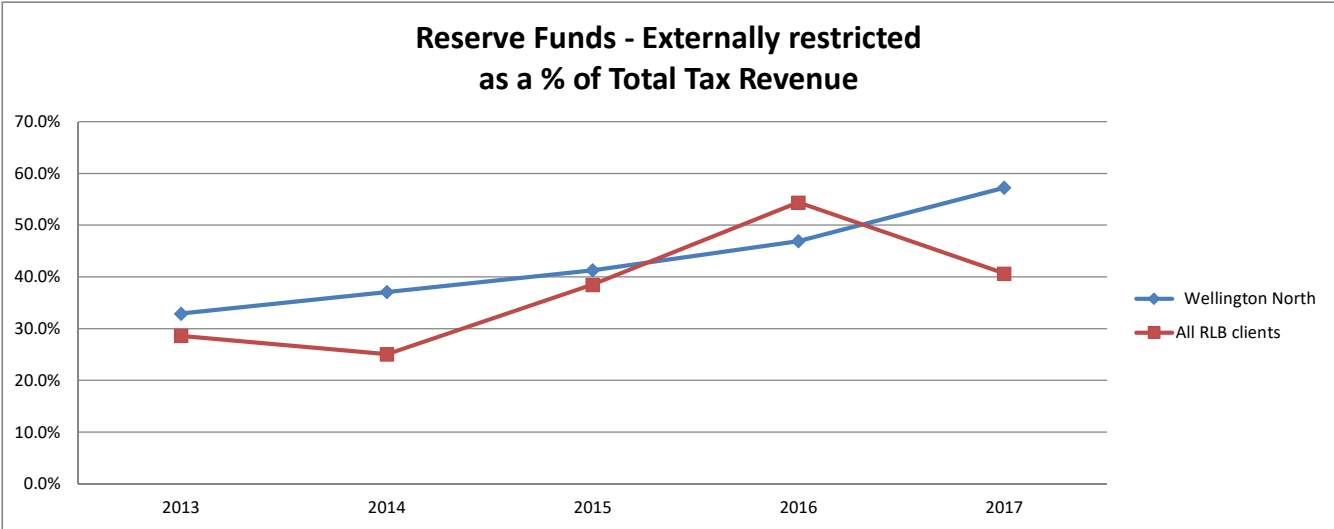
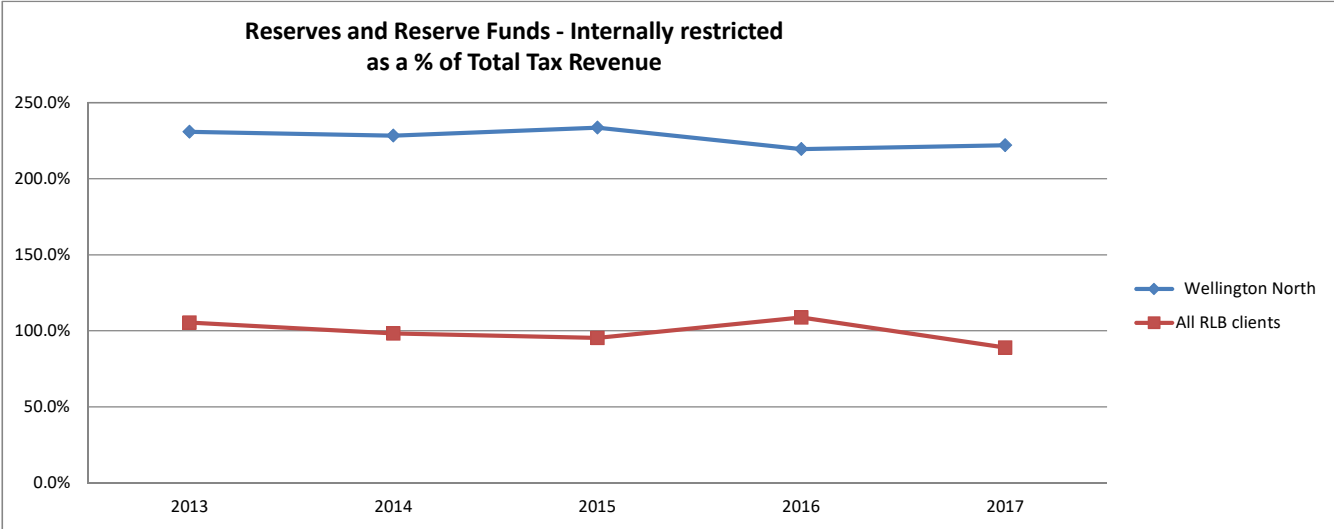
**Township of Wellington North  
 Summary of Key Operating Measures  
 December 31, 2017**



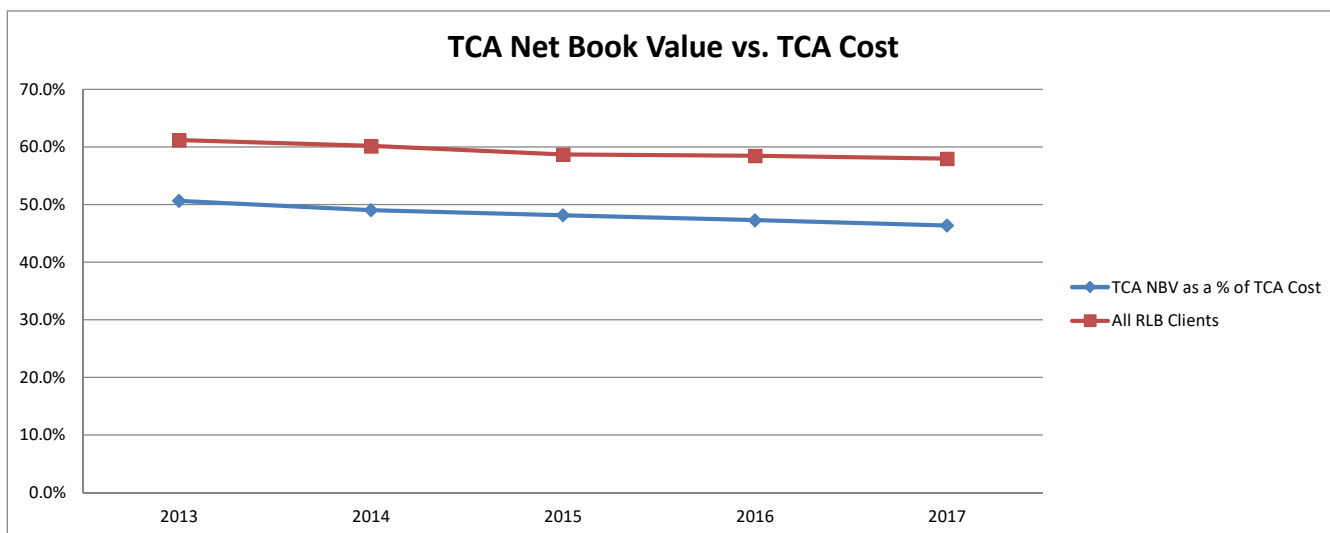
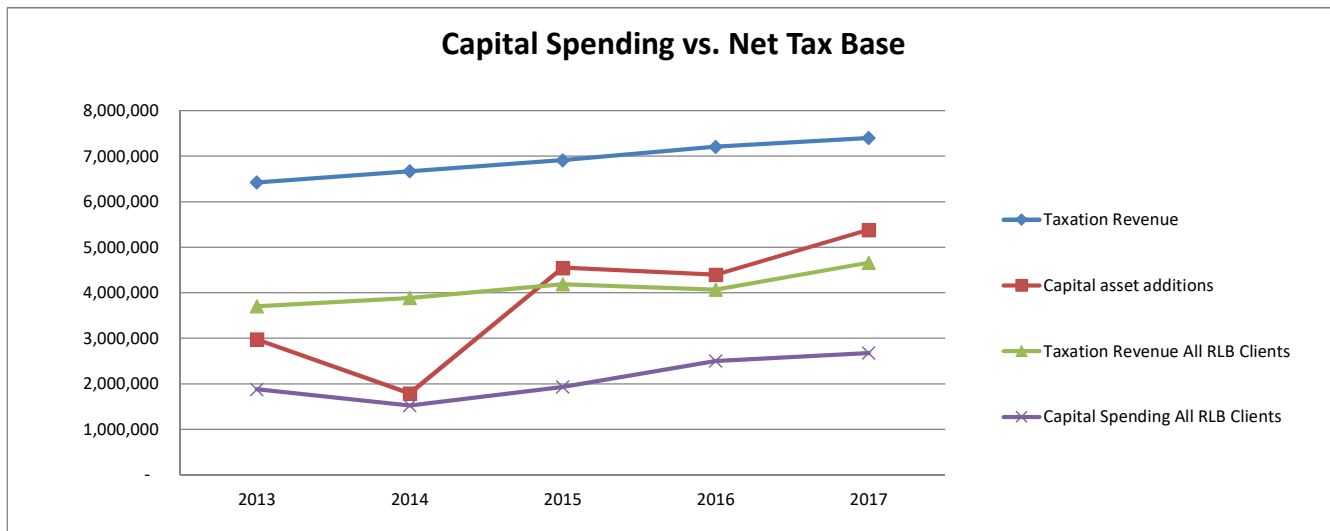
**Township of Wellington North  
Summary of Key Operating Measures  
December 31, 2017**



Township of Wellington North  
Summary of Key Operating Measures  
December 31, 2017



**Township of Wellington North  
Summary of Key Operating Measures  
December 31, 2017**



**TOWNSHIP OF WELLINGTON NORTH**  
**COURT OF REVISION**  
**CORMACK DRAIN 48**  
**MONDAY, JUNE 4, 2018 – 2:00 P.M.**

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

**Members Present:**           **Steve McCabe, Chair**  
   **Sherry Burke**  
   **Lisa Hern**

**Also Present:**               **Karren Wallace, Clerk- Secretary**  
   **Michael Givens, Chief Administrative Officer**  
   **Catherine Conrad, Deputy Clerk**  
   **Neal Morris, Drainage Superintendent**

**1. Call the meeting to order**

Chair McCabe called the meeting to order and advised the purpose of the Court of Revision of the Township of Wellington North meeting was to consider the schedule of assessments for the Cormack Drain 48 Part Lot 6, Concession 12, Township of Arthur.

**2. Correspondence Received**

No correspondence was received.

**3. Appeals Received**

Notice of Appeal to the Court of Revision

- Pearl Oakes 9428-9436 Sally Street North Part Lot 6, Concession 12

**4. Comments from impacted property owners**

Jason Oakes spoke on behalf of Pearl Oakes. They do not agree with the project in principle.

Don Cormack stated that the assessment contained in the report was fair and the project should carry on.

**5. Comments from the Engineer**

Drainage Superintendent, explained that the assessments are determined using three factors:

- Outlet assessment using the adjusted area of the watershed
- Benefit assessment on a per hectare basis
- Allowances based on damages and right of way



**TOWNSHIP OF WELLINGTON NORTH**  
**COURT OF REVISION**  
**CORMACK DRAIN 48**  
**MONDAY, JUNE 4, 2018 – 2:00 P.M.**

Assessments are provided by MPAC. Damages are based on OMAFRA crop data using average yield expected from farm land over five years.

**RESOLUTION CoR2018-001**

**Moved by: Member Burke**

**Seconded by: Member Hern**

*THAT the Court of Revision concur with the K. Smart Associated Limited Report and Engineer Assessment Schedules, dated April 13, 2018, for the Cormack Drain 48 (Part Lot 6, Concession 12, former Township of Arthur).*

**CARRIED**

**6. Adjourn**

**RESOLUTION CoR2018-002**

**Moved by: Member Hern**

**Seconded by: Member Burke**

*THAT the Court of Revision convened to consider the Cormack Drain 48 be adjourned at 2:45 p.m.*

**CARRIED**

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**CHAIRMAN**

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**SECRETARY**



## **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 May 11th, 2018 pursuant to the provisions of the Planning Act.

## **PRESENTATIONS**

Curtis Marshall, Senior Planner, reviewed the Planning Report dated May 29, 2018.

**Planning Opinion:** This zone amendment will rezone the property to permit a dog kennel to operate on a site specific basis on the subject lands. This amendment is required as the current by-law restrict the use in all zones unless specifically permitted by an amendment, and in order to comply with the Kennel Licencing process outlined in the Townships Kennel License By-law.

Planning Staff generally have no concerns with the rezoning application to permit a kennel on the property. Under the Township Kennel Licensing By-law, the applicant will have to submit a detailed site plan showing how outdoor access will be provided to the dogs to the satisfaction of the Township. Additional buffering in the form of a planting strip or a solid fence can be required if deemed necessary.

## **INTRODUCTION**

The property subject to the proposed amendment is described as Part Lot 18, Concession 10, Geographic Township of Arthur, with a civic address of 8949 Concession 11 and is approximately 37.37 ha (92.4 ac).

## **PROPOSAL**

The purpose of the application is to rezone the subject lands to permit the operation of a dog kennel on the second level of the existing bank barn. The property is occupied by a dwelling, sheds and a bank barn (dairy operation).

## **PROVINCIAL POLICY STATEMENT (PPS)**

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.3.1 of the PPS states "In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses".

"Proposed agriculture-related and on-farm diversified uses shall be compatible with, and shall not hinder surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objective."

**PROVINCIAL GROWTH PLAN (2017)**

A portion of the property is located within the provincial Natural Heritage System, however the proposed kennel (in the bank barn) is located outside of the Natural Heritage System and is well removed from any identified environmental features.

**WELLINGTON COUNTY OFFICIAL PLAN**

The subject lands are designated PRIME AGRICULTURAL, CORE GREENLANDS, and GREENLANDS within the County Official Plan. Identified features include wetlands, provincially significant wetlands, and significant wooded areas. Kennels are considered a permitted use within the Prime Agricultural area under Section 6.4.3 of the Plan. The location of the proposed kennel is well removed from the identified environmental features on the property.

**ZONING BY-LAW**

The subject lands are zoned Agricultural (A) and Natural Environment (NE). Section 6.5 of the by-law states:

“...a kennel is a restricted use in all zones within the Township of Wellington North. Kennels are prohibited uses unless specifically permitted by an amendment to this By-law. Where specifically permitted by an amendment to this By-law, no land, building or structure shall be used for a kennel, unless the land, building and structure is in compliance with the approved By-Law to regulate and provide for the keeping, control and licensing of dogs within the Township of Wellington North.”

This zoning amendment is required in order to permit a kennel on the property.

**KENNEL LICENSING**

The Township has recently updated the Kennel Licensing By-law (046-17), being a By-law to regulate and provide for the keeping, control and licensing of dogs within the Township of Wellington North. This by-law sets out a number of requirements and standards for kennel operations. Operators must also apply for and obtain a license from the Township.

Under the Kennel Licensing By-law, a kennel may only be permitted on a property that is within an Agricultural zone and has a minimum lot area of 25 acres. The proposed kennel appears to meet the minimum eligibility requirements set out in the kennel by-law as the applicant's property is located within the agricultural area (zoned Agricultural (A)) and the property is 92.4 acres in size.

The applicants have indicated that the kennel will be located on the second floor of the existing bank barn. Section 2.9.7 of the Kennel Licensing By-law requires that “*access to a fenced area to the outside that permits the animals to access the outside area and return to the inside area on its own accord*” be provided.

The applicant has not indicated how outdoor access will be provided to the dogs on the second floor of the barn.

Finally, Section 2.19 of the Kennel Licensing By-law outlines that a kennel shall not be located less than 150 m (492 ft) of any adjacent house or livestock barn. The proposed kennel is to be located within the existing bank barn which is setback approximately 430 m (1,410 ft) from the closest neighbours dwelling, 340 m (1,115 ft) from the closest barn housing livestock and 190 m (623 ft) to an adjacent vacant lot (to the property line).

## **PLANNING CONSIDERATIONS**

### **Compatibility**

The subject property is located on a dairy farm within and is surrounded by agricultural and rural residential uses. There are two rural residential lots located to the south east of the proposed kennel; however, they exceed the setback requirements outlined in the kennel licensing by-law.

The applicant is proposing that the kennel to be located on the second level of the existing bank barn housing a maximum of 25 dogs. The applicant will be required to provide a detailed site plan as part of the kennel license application. This site plan will need to include an outdoor fenced area for the animals to access on their own accord. Council could require additional buffering through a planting or solid fencing around the kennel if deemed necessary.

### **Draft Zoning By-law**

A draft zoning by-law amendment has been attached to this report for public review and Council's consideration which introduces a site specific exception permitting a kennel on the subject lands.

## **CORRESPONDENCE FOR COUNCIL'S REVIEW**

Rick Rauwerda, Animal Control

- Request to review construction drawings

Terrance Rothwell, 8920, Concession 11

- Concerns regarding noise, animal welfare

## **REQUEST FOR NOTICE OF DECISION**

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

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

The Applicant's were not present

**COMMENTS/QUESTIONS FROM COUNCIL**

Councillor McCabe expressed concern that no drawings have been provided and requested deferring a decision until the applicant provides more information.

Councillor Burke questioned if a site visit have taken place and how using the second floor of the barn will work for access, ventilation, etc. Rick Rauwerda, Animal Control Officer, did a preliminary site visit and explained to the applicant that they need to provide drawings, information regarding materials to be used, access, ventilation and noise buffering. There could be problems buffering noise if using the second floor. Councillor Burke supported deferring until more information is available.

Councillor Hern commented that she had concerns with using the second floor of a barn as the second floor usually doesn't have windows. Mr. Rauwerda stated that the second floor of this barn does have windows.

Mayor Lennox asked that it be communicated to the applicant that there is scepticism regarding the proposed kennel and minimizing noise. More specifics regarding design, layout and viability are needed prior to making a decision.

**ADJOURNMENT**

**RESOLUTION 4**

Moved by: Councillor McCabe

Seconded by: Councillor Hern

*THAT the Public Meeting of June 4, 2018 be adjourned at 3:21: p.m.*

**CARRIED**

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**CLERK**

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**MAYOR**



**Resolution 2018-207**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:33 p.m. that is closed to the public under subsections 239 (2) of the Municipal Act, 2001, specifically:*

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

**1. DEPUTATION**

*a. Tax Arrears*

**2. REPORTS**

*a) Report CAO 2018-008 Tax Arrears*

**3. REVIEW OF CLOSED SESSION MINUTES**

*a. May 22, 2018*

**CARRIED**

**Resolution 2018-208**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 2:24 p.m.*

**CARRIED**

**Resolution 2018-209**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2018-008 Tax Arrears;*

*AND FURTHER THAT Council approve the confidential direction to staff.*

**CARRIED**

**RECESS TO MOVE INTO COURT OF REVISION****Resolution 2018-210**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of June 4, 2018 at 2:29 p.m. for the purpose of holding a Court of Revision meeting under the Drainage Act.*

**CARRIED**

**RESUME REGULAR MEETING OF COUNCIL****Resolution 2018-211**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT Council of the of the Corporation of the Township of Wellington North resume the June 4, 2018 Regular Meeting of Council at 2:46 p.m.*

**CARRIED**



## **O' CANADA**

### **PRESENTATIONS**

Mikayla Horsburgh

- Co-op Student Presentation

Mikayla gave a presentation to Council about her co-op experience at The Township of Wellington North. She is a Grade 12 student at Wellington Heights Secondary School and is completing a four credit co-op class. She chose Wellington North to gain experience in administration and to job shadow senior management. Initially she had no idea what a municipal office did as nothing about local government is taught in school.

Duties and experiences included attending meetings such as the Wellington County Accessibility Advisory Committee, Recreation Master Plan and Emergency Management Committee and assisting with burn permits, dog tags, taxes, mail, answering phones and Council meeting set up. She worked on a cemetery project entering names into the "Find a Grave" website and checking listings for accuracy. Mikayla attended the Murphy Park Dedication and noted it seemed like a lot of work for the brief event. She also worked at the Fire Hall, as a crossing guard, with the North Wellington Youth Connections event, the Green Legacy Tree Day and created a display for Emergency Preparedness Week.

Mikayla explained that she has a new outlook on municipal work. She had not considered it as a career and now has an interest in learning more about municipal government.

### **RECESS TO MOVE INTO PUBLIC MEETING**

#### **Resolution 2018-212**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of June 4, 2018 at 3:05 p.m. for the purpose of holding a Public Meeting under the Planning Act.*

**CARRIED**

### **RESUME REGULAR MEETING OF COUNCIL**

#### **Resolution 2018-213**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North resume the June 4, 2018 Regular Meeting of Council at 3:21 p.m.*

**CARRIED**

## **PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING**

### **Resolution 2018-214**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT By-law Number 057-18 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North be deferred until drawings and a site plan have been submitted to the satisfaction of the Chief Building Official and the Planner. (Part Lot 18, Concession 10, Geographic Township of Arthur, civic address of 8949 Concession 11 – Marvin and Erla Bauman)*

*AND FURTHER THAT the applicant provide a noise mitigation plan to the satisfaction of the municipality.*

**CARRIED**

## **ADOPTION OF MINUTES OF COUNCIL**

### **Resolution 2018-215**

Moved: Councillor McCabe

Seconded: Councillor Hern

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

**CARRIED**

## **IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

Items

1a, 1b, 1c, 1d, 3b, 5a, 6a

## **ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

### **Resolution 2018-216**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT all items listed under Items for Consideration on the May 22, 2018 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:*

#### **2. MINUTES**

*a. Saugeen Valley Conservation Authority, Authority Meeting, March 20, 2018 be received.*

*b. Maitland Valley Conservation Authority, Board of Directors Meeting #4/18, April 18, 2018 be received.*

*c. Mount Forest Aquatic Ad-Hoc Advisory Committee, May 8, 2018 be received.*

*d. Recreation & Culture Committee, May 15, 2018 be received.*

*e. Cultural Roundtable, May 24, 2018 be received.*

#### **3. FINANCE**

*a. Cheque Distribution Report, May 28, 2018 be received.*

#### **4. FIRE**

*a. Report FIRE 2018-003 Wellington North Fire Service Annual Report 2017 be received for information.*

- b. *Report FIRE 2018-004 being a report on a Memorandum of Understanding between Grey County Fire Chiefs Association and the County of Grey and the Corporation of Georgian Bluffs*

*THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2018-004 being a report to enter into a Memorandum of Understanding (MOU) with the Grey County Fire Chiefs; the County of Grey Fire Chiefs Association and the Corporation of the Township of Georgian Bluffs;*

*AND FURTHER THAT the Chief Administrative Officer and the Fire Chief be authorized to sign the Memorandum of Understanding.*

**CARRIED**

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

#### **Resolution 2018-217**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2018-026 being a report on the Wellington County Accessibility Advisory Committee;*

*AND FURTHER THAT staff be directed to investigate the feasibility of requesting Stop Gap to do a presentation, open to Council, staff, public, Business Improvement Associations, local Chambers of Commerce or other interested organizations.*

**CARRIED**

#### **Resolution 2018-218**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report EM-2018-01 dated June 4, 2018 with regards to the status of the Provincial Emergency Management Review.*

**CARRIED**

#### **Resolution 2018-219**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report EM 2018-02 dated June 4, 2018 with regard to Wireless Public Alerting.*

**CARRIED**

#### **Resolution 2018-220**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2018-007 being a report on Council Remuneration;*

*AND FURTHER THAT Council of the Township of Wellington North direct the Clerk to prepare a revised Council Remuneration by-law with the below clauses to be added to the by-law:*

1. *Each year during the term of Council, the remuneration amount for Mayor and members of Council is to move up by uniform percentage (%). The formula to be used to determine this percentage (%) is the annual Stats Can Ontario CPI for the 12 months ended April 30 each year. If the formula in a given year, results in a negative percentage (%), the remuneration will remain the same as the previous year. In the following year the negative percentage (%) will be netted against the positive percentage (%). Amounts to be prorated in Year 1 of the Council term.*
2. *In June of the year of the municipal election, Council will consider and approve a revised Council remuneration by-law to be implemented prior to the election for the upcoming term of Council;*

*AND FURTHER THAT the Mayor and Clerk be authorized to sign the remuneration by-law.*

**CARRIED**

### **Resolution 2018-221**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR 2018-009 being a report on the updated Development Charges Background Study and By-law options;*

*AND FURTHER THAT the Council of the Corporation of the Township of Wellington North support provisions and content as presented in the Draft By-law referred to as Appendix B and provides direction to staff to notify DFA Infrastructure International Inc. to reflect this in the final Development Charges Background Study and By-law to be presented at the June 14, 2018 Special Meeting of Council.*

**CARRIED**

### **Resolution 2018-222**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2018-009 being a report on the reconstruction of Charles Street East and Leonard Street in Arthur project;*

*AND FURTHER THAT the Council of the Township of Wellington North award Contract 5975-18 for the reconstruction of Charles Street and Leonard Street, Arthur, to Moorefield Excavating Limited, Harriston, at a cost of \$1,146,865.10 plus applicable taxes;*

*AND FURTHER THAT the Council of the Township of Wellington North direct staff to utilize Federal Gas Tax Reserve Funds to fund any budget overage related to the project.*

**CARRIED**

### **Resolution 2018-223**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive correspondence from the Arthur Merchants Fast Ball Association, dated May 30, 2018, regarding Darcy's 22nd Annual 3-Pitch Tournament;*

*AND FURTHER THAT the Arthur Merchants Fast Ball Association Darcy's Annual 3-Pitch Tournament to be held on July 20 and 21, 2018 be given community festival status and declared municipally significant.*

**CARRIED**

**NOTICE OF MOTION**

No notice of motion tabled.

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Mayor Lennox attended a celebration was held on Saturday, June 2 for the Mount Forest Lions Club 80<sup>th</sup> Anniversary to rededicate Hutchinson Park and Lion Merv Weber Playground. There will be a Grand Opening of the accessible playground at Victoria Cross Public School on June 13.

Councillor McCabe attended the 50<sup>th</sup> annual Arthur Optimist Fishing Derby on Saturday, June 2. There were 64 children in attendance.

**BY-LAWS**

**Resolution 2018-224**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT By-law Number 053-18 being a by-law to appoint a Deputy Fire Chief for Wellington North Fire Service be read a First, Second and Third time and enacted. (Marco Guidotti)*

**CARRIED**

**Resolution 2018-225**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT By-law Number 054-18 being a by-law to appoint a Deputy Fire Chief for Wellington North Fire Service be read a First, Second and Third time and enacted. (William Hieber)*

**CARRIED**

**Resolution 2018-226**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT By-law Number By-law Number 055-18 being a by-law to repeal by-laws rendered redundant by staffing changes be read a First, Second and Third time and enacted.*

**CARRIED**

**Resolution 2018-227**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT By-law Number 056-18 being a by-law to set the rates for 2018 Taxation and to provide for the collection thereof be read a First, Second and Third time and enacted.*

**CARRIED**

**CONFIRMATORY BY-LAW****Resolution 2018-228**

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT By-law Number 058-18 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on June 4, 2018 be read a First, Second and Third time and enacted.*

**CARRIED****ADJOURNMENT****Resolution 2018-229**

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Regular Council meeting of June 4, 2018 be adjourned at 3:56 p.m.*

**CARRIED**

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**CLERK**

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**MAYOR**

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING - MINUTES  
THURSDAY, JUNE 14, 2018 – 5:30 P.M**

The Public Meeting was held in the Municipal Office Council Chambers to consider Development Charges.

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

<b><u>Staff Present:</u></b>	<b>CAO:</b>	<b>Michael Givens</b>
<b>Director of Legislative Services/Clerk:</b>		<b>Karren Wallace</b>
<b>Deputy Clerk:</b>		<b>Catherine Conrad</b>
<b>Director of Finance:</b>		<b>Adam McNabb</b>
<b>Economic Development Officer:</b>		<b>Dale Small</b>
<b>Chief Building Official:</b>		<b>Darren Jones</b>
<b>Director of Operations:</b>		<b>Brent Lauber</b>
<b>Manager of Planning &amp; Environment:</b>		<b>Linda Redmond</b>

**Mayor Lennox called the meeting to order.**

**Declaration of Pecuniary Interest:**

No pecuniary interest declared.

**OPENING REMARKS/PURPOSE OF PUBLIC MEETING**

The purpose of this public meeting is to consider the Development Charge By-law for the Township of Wellington North and the 2018 Development Charges Background Study & By-law prepared by DFA Infrastructure International Inc.

**PRESENTATION OF BACKGROUND STUDY – PROPOSED POLICIES AND DEVELOPMENT CHARGE**

John Murphy, Municipal Finance Specialist, DFA Infrastructure International Inc.

Mr. Murphy reviewed the background on Development Charges, services include projected growth, historical service levels, net capital to be recovered, proposed Development Charges, comparison with other municipalities, and current and proposed rules.

He explained that Development Charges are levied against new development to recover the net capital costs required to service anticipated growth. The principle behind Development Charges is that “growth pays for growth” so growth does not place an undue burden on existing tax payers.

Development charges do not pay for operating costs, recover costs for local services (works internal to a subdivision), or pay for asset replacement.

Mr. Murphy presented an overview of the Development Charges Act and the process. The main components of a Development Charges Background Study were outlined.

### **CORRESPONDENCE RECEIVED**

- a. AAA Custom Homes, dated June 3, 2018
- b. Arnold Foster LLP, acting for Avila Investments Ltd., dated June 8, 2018

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

David Sharpe, asked if projections for waste water include Arthur's Waste Water Treatment Plant. Mayor Lennox explained that Development Charges will go toward part of the recently constructed Mount Forest plant plus the planned expansion of the Arthur facility.

Councillor Burke commented that she would like to see the status quo, not a reduction, for wind turbines. The proposed Development Charges do not include parks and recreation for wind turbines as that type of development does not utilize parks and recreation. Council has the option to include parks and recreation in the wind turbine Development Charges.

Councillor Yake requested the questions and concerns regarding multiples be addressed. Mayor Lennox stated that Council chose not to continue with changes at the previous meeting of Council.

Gerald Shepetunko requested clarification on the basis for charging wind turbines. Is it per square foot because they are industrial? Mayor Lennox responded that they will be charged a flat rate equivalent to a single family dwelling.

Jens Dam inquired about the overall effect of amending the wind turbine Development Charges. Mayor Lennox stated that there isn't a lot of wind turbine development anticipated.

Mayor Lennox commented that without Development Charges, existing businesses and homeowners would pay for development. By imposing Development Charges, investors and residents win. There is value in community growth.



**ADJOURNMENT**

**RESOLUTION DC-2018-1**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT the Public Meeting of June 14, 2018 to consider the Development Charge By-law be adjourned at 6:19 p.m.*

**CARRIED**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF SPECIAL COUNCIL  
JUNE 14, 2018 – FOLLOWING PUBLIC MEETING**

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

**Members Present:**

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

**Staff Present:**

**CAO: Michael Givens**  
**Director of Legislative Services/Clerk: Karren Wallace**  
**Deputy Clerk: Catherine Conrad**  
**Director of Finance: Adam McNabb**  
**Economic Development Officer: Dale Small**  
**Chief Building Official: Darren Jones**  
**Director of Operations: Brent Lauber**  
**Manager of Planning & Environment: Linda Redmond**

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA****Resolution 2018-230**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Agenda for the June 14, 2018 Special Meeting of Council be accepted and passed.*

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest declared.

**APPROVAL OF DEVELOPMENT CHARGES STUDY DATED JUNE 5, 2018****Resolution 2018-231**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of The Corporation of the Township of Wellington North approve the Development Charges Background Study prepared by DFA Infrastructure International Inc., dated June 5, 2018.*

**CARRIED**

**Resolution 2018-232**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT Council of the Corporation of the Township of Wellington North amend By-law 059-18 being a by-law for the imposition of Development Charges be amended by adding \$196.00 in Park Services and \$995.00 in Recreation Services to wind turbine developments, for a total charge of \$2,955.00.*

**CARRIED**

**BY-LAW – DEVELOPMENT CHARGES****Resolution 2018-233**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT By-law Number 059-18, as amended, being a by-law for the imposition of Development Charges be read a First, Second and Third time and enacted.*

**CARRIED**

**ZONING BY-LAW AMENDMENT – HOUSEKEEPING REPORT****Resolution 2018-234**

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of The Corporation of the Township of Wellington North receive planning report prepared by the County of Wellington Planning Department dated June 6, 2018;*

*AND FURTHER THAT the Mayor and Clerk be authorized to sign the Comprehensive Zoning Bylaw Housekeeping Amendment 66-01;*

*AND FURTHER THAT upon enactment of the by-law, site specific Zoning By-law Amendment and Minor Variance applications will continue to be received, processed and considered by Council and the Committee of Adjustment.*

**CARRIED**

**BY-LAW – ZONING AMENDMENT – HOUSEKEEPING BY-LAW****Resolution 2018-235**

Moved: Councillor Burke

Seconded: Councillor McCabe

*By-law Number 060-18 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Housekeeping)*

**CARRIED**

**BY-LAW – PROVISIONAL DRAIN BY-LAW – CORMACK DRAINAGE WORKS****Resolution 2018-236**

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT By-law Number 044-18 being a Provisional Drain By-law to provide for the construction of the Cormack Drainage Works be read a Third time and enacted.*

**CARRIED**

**CONFIRMATORY BY-LAW****Resolution 2018-237**

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT By-law Number 061-18 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Special Meeting held on June 14, 2018 be read a First, Second and Third time and enacted.*

**CARRIED**

**ADJOURNMENT****Resolution 2018-238**

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Special Council meeting of June 14, 2018 be adjourned at 6:27 p.m.*

**CARRIED**

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**CLERK**

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**MAYOR**



# Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

## Deputation Request Form

Name of Deputant(s)  Greg Dineen

Attending as an individual OR  Representing a group/organization/business

Name of Group/Organization/Business Wellington Federation of Agriculture

### Contact Information

Mail: WFA, RR#2 Kenilworth Ont N0G 2E0

Email: wellington@ofa.on.ca

Telephone: 519-848-3774

### Type of Meeting

Council OR  Committee (includes ad hoc)

Date of Meeting June 25, 2018

Subject Matter (submit your complete deputation submission with this form)

General update of Agriculture in Wellington North and Wellington County.

Recommendation/Request of Council (what action you would like the Township of Wellington North to take with respect to your matter-use a separate page if required)

Estimated Financial Impact to municipality:

Capital 0

Annual Operating 0

SIGNATURE: Greg Dineen

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

(REVISED FEBRUARY 2017)

**Presentation to Municipalities, 2018**

Wellington Federation of Agriculture (WFA) is the largest farm organization in Wellington representing over 1,300 farm businesses.

WFA works diligently to review local issues that may impact the farm community and lobbies to keep the farm economy strong.



**WELLINGTON FEDERATION OF AGRICULTURE**

- We are a board of farmers across the county who work for the economic, environmental and social well-being of fellow farmers
- We represent over 1300 farmer members in Wellington County

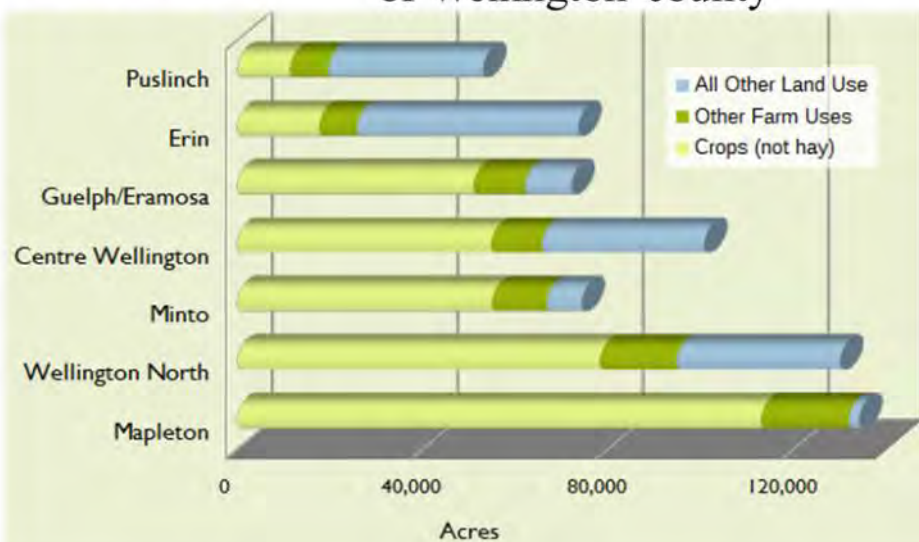


[www.wfofa.on.ca](http://www.wfofa.on.ca)



**WELLINGTON FEDERATION OF AGRICULTURE**

**73.3%** Farmers are stewards of 73.3% of Wellington county



Farming as a land use covers more acres of Wellington than any other activity.

Wellington farmers have always been at the forefront as stewards of the soils and landscapes that make farming so productive here. Most Wellington farmers have completed an Environmental Farm Plan (EFP) sometime in their careers.

Wellington's Rural Water Quality program has [details]

The Top 3 Commodities by Farmgate \$\$\$:

1. Dairy—\$177M
2. Beef—\$136M
3. Chickens—\$117M

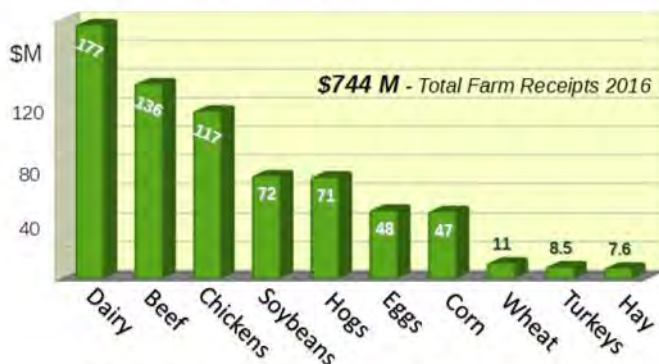
Livestock looms large on an individual commodity basis but crop production is big too when you add up Soybeans, Corn and Wheat at \$130M.

Total farmgate receipts, 2016 \$744M

Farming means jobs with over 4,814 jobs in crop and animal production. By the time food starts at the farm until it gets to your fork, 20,220 jobs may be involved somehow in the agri-food web of Wellington

**Wellington Agriculture**

Wellington's Top 10 Farm Commodities

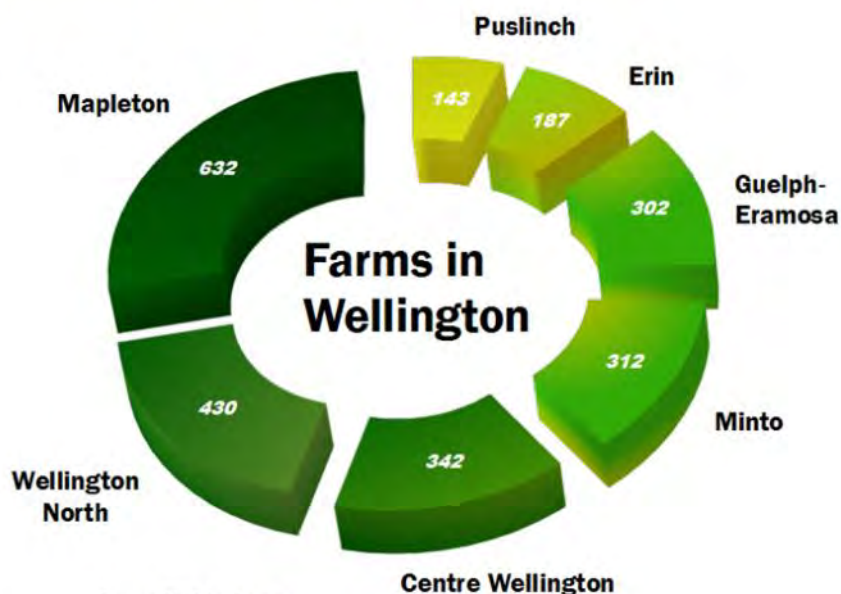


- 2,348 farms
- \$744 M sales
- ½ the farms have sales >\$100,000
- Over 4,814 jobs in crop & animal production

20,220 jobs in Wellington are connected to farming and food

# Wellington Agriculture

Farming is not equally distributed in Wellington. The north is clearly farming country. But the 330 farm businesses found in Puslinch and Erin are still some of the best run and most productive in the county. Giving all of the south of Wellington to developers would still be a mistake.



Source: 2016 Ag Census

## Wellington Agriculture is unique

Farms by Industry Group, 2016 Census (number of farms)		% of province	Change since 2011
Beef cattle ranching and farming	381	5.6%	-9.9%
Dairy cattle and milk production	351	10.2%	-3.3%
Hog and pig farming	111	9.0%	-7.5%
Poultry and egg production	170	9.4%	2.4%
Sheep and goat farming	58	5.3%	-30.1%
Other animal production	379	6.4%	-16.3%
Oilseed and grain farming	557	3.3%	1.6%
Vegetable and melon farming	37	2.0%	68.2%
Fruit and tree nut farming	9	0.7%	-40.0%
Greenhouse, nursery and floriculture	63	3.1%	-12.5%
Other crop farming	232	3.2%	-5.7%

- 75% of farmland is Class 1 soil
- 53% of ag businesses plan to expand

Wellington has the most dairy farms of any county in Ontario. Number 1 in a province with 30 upper-tier municipalities.

Lots of hog operations remain in Wellington after a lot of hard years for that industry. A testament to the resilience of Wellington hog farmers.

Poultry and egg operations abound in Wellington at a higher frequency than other parts of the province.

Wellington agriculture is an interesting blend of commodities that operate under supply management and those that trade in more open markets.

While not large, local vegetable farming appears to be on the upswing.

# Ontario Agriculture

Producing Prosperity is Ontario Federation of Agriculture's message to provincial candidates for the 2018 election and beyond.

PRODUCING  
PROSPERITY

ПРОДУКЦИЯ  
ПРОСПЕРИТЕ

## Spreading economic investments around Ontario will:

### Create jobs

New investment in Ontario's rural communities will grow existing businesses, attract new companies and boost opportunities for residents and regional economic development.

### Build affordable communities

Improving infrastructure in rural Ontario can ease the urban housing strain and open new opportunities for working and living in smaller and mid-sized communities across the province.

### Secure a sustainable local food system

Strengthen Ontario's agri-food sector by investing in our rural communities – sound roads and bridges, reliable broadband and affordable energy will guarantee our local food system. Proper public policies with thoughtful land-use policies will protect our land and resources for future generations.

## Ontario's agri-food sector is the leading economic engine for the province. Just the farm portion contributes significantly!



Agriculture contributes **\$13.7 billion** to Ontario's annual GDP



Ontario's farm sector generates **\$1.4 billion** in provincial tax revenues



**158,000** jobs are generated by the farm sector



**\$8,100,000,000**

**\$8.1 billion** in wages and salaries are supported by Ontario farms



# Ontario Agriculture

Ontario's rural communities need these investments:



Natural gas

Access to more affordable energy will give farms, businesses and rural residents the competitive edge to drive growth and save more than \$1 billion in annual energy costs.



Transportation

Sound roads, bridges and proper drainage are needed to support growth and transportation of our goods and services.



Broadband

Reliable internet supports farms and rural communities – without it, our businesses, residents and schools are at a disadvantage.



Schools

Rural schools are essential to attract and retain local employees by providing quality education and local community hubs for the next generation of Ontarians.

# PRODUCING PROSPERITY

Find out more at [producingprosperity.ca](http://producingprosperity.ca)

Producing Prosperity is supported by



PRODUCING PROSPERITY



***There's big business on your back concessions***

***Let's keep in touch***

Janet Harrop, President

519 820 9293 [ijharrop@hsfx.ca](mailto:ijharrop@hsfx.ca)

Lisa Hern, Secretary/Treasurer

519 848 3774 [wellington@ofa.on.ca](mailto:wellington@ofa.on.ca)



063

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE MINUTES  
MAY 31, 2018 AT 6:00 PM**

The meeting was held in the Upper Hall at the Arthur Community Centre.

Committee Members Present:

Andrew Lennox, Mayor  
Lisa Hern, Councillor  
Steve McCabe, Councillor  
Brent Barnes, Lions Member  
Glen Cheyne, Public Member  
Al Rawlins, Public Member

Staff Present:

Michael Givens, CAO  
Catherine Conrad, Deputy Clerk  
Brent Lauber, Director of Operations  
Dale Small, Economic Development Officer

### **CALLING THE MEETING TO ORDER**

The meeting was called the meeting to order at 6:00 pm.

### **PASSING AND ACCEPTANCE OF AGENDA**

#### **RESOLUTION ABSP 2018-001**

Moved by: Hern

Seconded by: McCabe

*THAT the agenda for the May 31st, 2018 Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee of the Township of Wellington North meeting be accepted and passed.*

**CARRIED**

### **DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF**

No declarations of pecuniary interest were declared.

### **ITEMS FOR CONSIDERATION**

#### **1. Review of CAO Report 2018-003 and resulting resolution**

- Report received for information

#### **2. Review and confirm Terms of Reference – Committee Mandate**

The Committee questioned the necessity of having two public members on the Committee as the Lions Club members are also residents of Arthur. Dale Small asked if there was interest in youth representation. The Mount Forest Lions engaged a teacher that was involved with youth to help design the Mount Forest Skateboard Park. The Committee agreed that there was merit in having youth involved.

064

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE MINUTES  
MAY 31, 2018 AT 6:00 PM**

The Committee directed Councillor Steve McCabe to contact a Grade Eight teacher at Arthur Public School regarding a youth representative.

**RESOLUTION ABSP 2018-002**

Moved by: McCabe

Seconded by: Hern

*THAT the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee of the Township of Wellington North adopt the Draft Terms of Reference – Committee Mandate with the following amendments:*

- *remove 2 public members at this time*
- *add a youth representative*

**CARRIED**

**3. Appointment of Committee Chair**

**RESOLUTION ABSP 2018-003**

Moved by: Hern

Seconded by: McCabe

*THAT the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee of the Township of Wellington North appoint Lisa Hern as Chair of the Committee.*

**CARRIED**

**4. Review Signage Options – EDO**

The Committee reviewed signage options provided by Marcc Apparel and possible wording to be used. A future add on could be a thermometer in the shape of a skateboard. Signage regarding an open house to gain public input was suggested. The Lions Club would like to see signage up as soon as possible to encourage public engagement and get the fundraising going.

Dale Small and Brent Barnes will meet with the Marcc Apparel representative to determine the location of the sign.

**RESOLUTION ABSP 2018-004**

Moved by: Hern

Seconded by: McCabe

*THAT the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee approve the placement of a sign at the proposed location to advertise the “Future home of the proposed Arthur Lions Skateboard/BMX Park”.*

*AND FURTHER THAT signage be placed below for a public open house.*

**CARRIED**

The Committee directed staff to confirm availability of the Arthur Community Centre Lower Hall on August 14 at 7:30 p.m. for the public open house.

065

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
ARTHUR BMX/SKATEBOARD PARK AD-HOC ADVISORY COMMITTEE MINUTES  
MAY 31, 2018 AT 6:00 PM**

**5. Discussion of any further notification, information provision requirements -  
Committee**

The Arthur Lions would like to ensure that the neighbours receive an invitation to the open house. They will provide their letterhead to allow for a joint Lions/Township invitation.

The Committee discussed having companies present options for design of the park at the next meeting. Al Rawlins will provide contact information for Canadian Ramp Company. Glen Cheyne will ask other Lions Clubs for suggested vendors. Councillor McCabe will try to find out who built the park in Guelph. A suggestion was made to look at other parks as well. The Committee will ask for ideas to minimize sound from the park.

**OTHER BUSINESS**

Mike Givens, CAO, asked the members what would be the best way to share information, agendas and minutes with the Committee. It was agreed that email would be used.

**NEXT MEETING**

Tuesday, July 10, at 5:00 pm at the Arthur Community Centre, Upper Hall.

**ADJOURNMENT**

**RESOLUTION ABSP 2018-005**

Moved by: Lennox

Seconded by: McCabe

*THAT the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting of May 31st, 2018 be adjourned at 7:04 pm.*

**CARRIED**



# Communiqué



From the desk of:

May, 2018 # 055

## **Fire Chief.**

1. Great work by everyone at the Peel St. Fire. You are all true professionals and certainly a pleasure to work with. **WELL DONE!!**
2. The New Pumper 121 chassis will soon be delivered to Spartan in Michigan. The planned inspection date is July 16/18. We are still on schedule for a September delivery. Exciting times!!
3. All vehicles will be receiving Crown Rust proofing the second week of June. Arthur first followed by Mount Forest. We want to extend the life of our vehicles as much as possible.
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.
5. **REMINDER.** Everyone is doing a great job with the switch over name from **Dispatch to Radio Control.** Thanks.
6. **Thank you Mayor Lennox!!** On May 24, 2018 Wellington County Council passed the recommendation of the County Planning Committee to undertake a site audit of the Mount Forest water tower for the purpose of installing a Paging Repeater. Finally the County is listening to the needs of the Wellington North Fire Service.

***“Choose a job you love, and never work a day in your life”***

**Confucius**



# Communiqué



## FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to June 1 for the years 2017 and 2018				
	2017		2018	
	<i>Fatal fires</i>	<i>Fatalities</i>	<i>Fatal fires</i>	<i>Fatalities</i>
Ontario fatal fires (except Federal and First Nations properties) from January 1 to June 1.	33	37	39	45
Fatal fires on Federal or First Nations properties from January 1 to June 1.	1	1	0	0
Total	34	38	39	45

Respectfully;

Fire Chief



# Communiqué



## May Fire Report 2018

### **ARTHUR STATION:**

The Arthur Station responded to 20 calls for assistance during the month.

### **Practice/ Meetings:**

May 1, 2018 (18) members were present  
May 15, 2018 (15) members were present  
May 22, 2018 (16) members were present

### **MOUNT FOREST STATION:**

The Mount Forest Station responded to 31 calls for assistance during the month.

### **Practice/ Meetings:**

May 1, 2018 (18) members were present  
Mat 15, 2018 (19) members were present  
May 22, 2018 (18) members were present

Respectfully submitted by  
Bill Hieber



# Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	5	Town(2)	10	Town (8)
		Township (3)		Township (1)
				Southgate (1)
C/O Smoke Alarm			2	Town (2)
Hydro Lines Down	2	Township (2)	2	Southgate (1)
				West grey (1)
Illegal Burn	2	Township (2)	1	Township (1)
Motor Vehicle Collision	1		3	Town (1)
		Township (1)		Township (1)
				Southgate (1)
Fire Alarm	2	Town (2)	5	Town (3)
				Southgate (1)
				West grey (1)
Farm Machinery Fire	3	Township (3)	3	Township (3)
Structure Fire	3	Township (2)	4	Town(2)
		Mount Forest (1)		Township (2)
Stand by in Kenilworth			1	
Grass fire	1	Township(1)		
Mutual Aid	1	Mapleton (1)		





# Communiqué



## Fire Prevention/Public Education

### FIRE SAFETY PRESENTATIONS

Golden Valley Fine Foods Fire Extinguisher Training  
Arthur Lions Duck Race  
Farewell Farm Safety Day

### FIRE SAFETY INSPECTIONS

399 Main St. N. M.F.  
187 Main St. S. M.F. follow up  
515 Main St. N. M.F.  
119 Wellington St. W. M.F.  
121 Wellington St. W. M.F.  
7489 Sideroad 5 E. WN  
405 Sligo Rd E. M.F.  
175 Queen St. E. M.F. follow up  
320 King St. E. M.F. follow up  
140 Edward St. A.V.  
8772 Concession 9  
8773 Concession 9  
8991 Concession 2

### FIRE INVESTIGATIONS

186 Sligo Road W. M.F.  
7353 Third Line WN  
8991 Concession 2 WN

### FIRE SAFETY COMPLAINT INSPECTIONS

#### FIRE SAFETY PLAN REVIEWS

399 Main St. N. M.F.  
110 Edward St. A.V.  
140 Edward St. A.V.  
133 Fredrick St. A.V.  
176 Fergus St. N. M.F.  
259 Fergus St. S. M.F.

### VULNERABLE OCCUPANCY FIRE DRILLS

#### BURN PERMIT SITE INSPECTIONS

9562 Wellington Road 14  
8996 Sideroad 7  
9183 HWY 6

#### BURN COMPLAINTS



# Communiqué



None



**“TEST YOURS *TODAY*”**

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



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

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

Next communiqué will be July 2018



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072

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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 25, 2018**

**FROM: DARREN JONES  
CHIEF BUILDING OFFICIAL**

**SUBJECT: CBO 2018-11 BUILDING PERMIT REVIEW  
PERIOD ENDING MAY 31, 2018**

**RECOMMENDATION**

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2018-11 being the Building Permit Review for the period ending May 31, 2018.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

1. CBO 2018-09 Building Permit Review Period Ending April 30, 2018

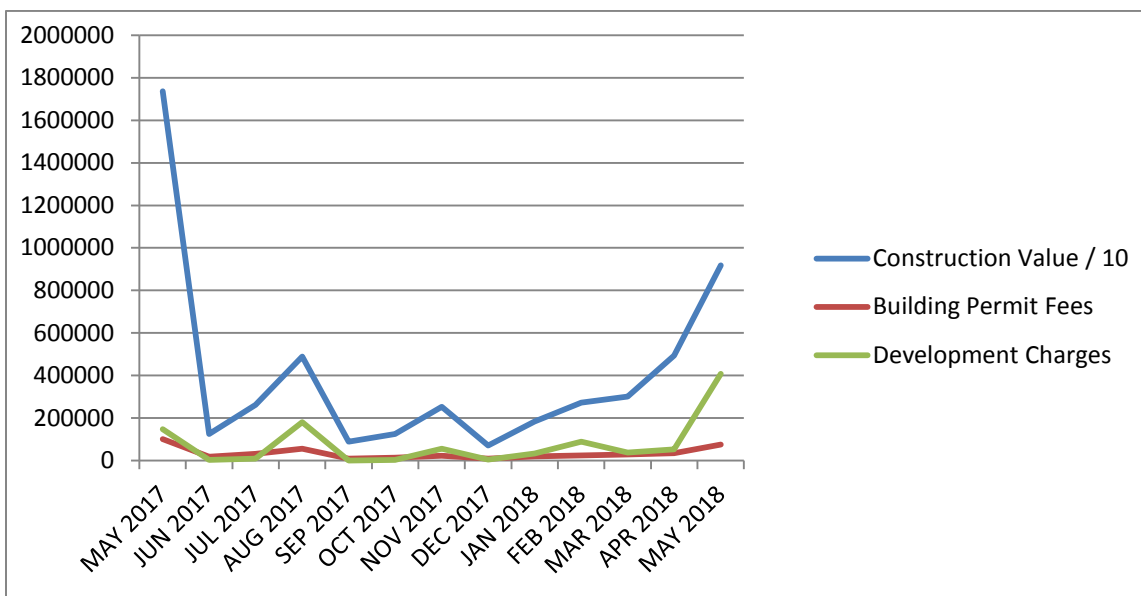
**BACKGROUND**

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEV. CHARGES
Single Family Dwelling	4	1,554,000.00	12,944.16	19,572.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	2	234,000.00	1,236.09	0.00
Garages / Sheds	2	80,000.00	719.12	0.00
Pool Enclosures / Decks	3	23,000.00	496.14	0.00
Commercial	2	2,920,000.00	31,142.91	175,992.00
Assembly	1	2,300.00	127.00	0.00
Industrial	1	130,000.00	1,643.40	0.00

Institutional	0	0.00	0.00	0.00
Agricultural	14	4,101,000.00	25,563.60	0.00
Sewage System	4	58,000.00	1,909.00	0.00
Demolition	2	70,000.00	254.00	0.00

Total May 2018	35	9,172,300.00	76,035.42	195,564.00
Total Year to Date	106	21,698,800.00	183,770.70	407,784.85

12 Month Average	20	2,987,174.58	28,618.97	72,840.73
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10 Year Monthly Average	32	4,452,790.00	38,691.77	79,282.17
10 Year, Year to Date Average	84	10,371,978.90	99,660.60	180,153.27

**FINANCIAL CONSIDERATIONS**

None.

**STRATEGIC PLAN**

This report does not directly relate to the implementation of the Township of Wellington North 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 type="checkbox"/> Community Service Review          |
| <input type="checkbox"/> Human Resource Plan    | <input type="checkbox"/> Corporate Communication Plan      |
| <input type="checkbox"/> Brand and Identity     | <input type="checkbox"/> Positive Healthy Work Environment |
| <input type="checkbox"/> Strategic Partnerships | <input checked="" type="checkbox"/> None                   |

**PREPARED BY:**

**RECOMMENDED BY:**



*Mike Givens*

**DARREN JONES**  
**CHIEF BUILDING OFFICIAL**

**MICHAEL GIVENS**  
**CHIEF ADMINISTRATIVE OFFICER**



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF June 25th, 2018**

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

**SUBJECT: REPORT EDO 2018-24 COMMUNITY IMPROVEMENT PROGRAM**

### **RECOMMENDATION**

**That** the Economic Development Officer report EDO 2018-24 dated June 25<sup>th</sup>, 2018 with regards to the Community Improvement Program be received;

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North approve a one-time grant in the amount of **\$555.37**, under the Façade Improvement Grant Program, for improvements made to 157 George Street in Arthur location of Expressive Dance Studio

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North approve a one-time grant in the amount of **\$1,500.00** under the Application Fees and Development Charges Grant Programs in support of the planned future development of 466 Queen Street West in Mount Forest.

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

There have been numerous reports on the Community Improvement Program since the program was approved by Wellington North council in May 2012.

### **BACKGROUND**

Since 2012 our Community Improvement Program has enabled the Municipality to provide incentives for individuals, businesses, community groups, organizations, etc. to make improvements to their buildings, promote Public Art, support accessibility enhancements and to enhance their building presentation to the public all in an effort to support revitalization activities and to help beautify our community.

The program has proven quite popular and to date fifty-two applicants have submitted applications to the Community Improvement Program. The total dollar value of the overall improvements made in our Community is conservatively estimated at \$660,358. Of this amount:

- \$134,184 (20%) has been covered by grants under the Community Improvement Program
- \$ 22,500 ( 3%) has been advanced in interest free loans repayable over 5 years
- \$503,854 (77%) has been covered by the applicants

## OVERVIEW

On May 30<sup>th</sup> an application was received from Peter MacKenzie Secretary-Treasurer of 2551405 Ontario Limited who are working on a development for 466 Queen Street West in Mount Forest. The application is for \$1,500 to assist with the Application Fees and Development Charges.

On June 9<sup>th</sup> an application was received from Amy McCahery owner of the Expressive Dance Studio at 157 George Street in Arthur. The application is for 50% funding in the amount of \$555.37, under the Façade Improvement Grant Program, to assist with new signage, repairs to the front door, new paint, etc.

As required under our program all applications are reviewed utilizing our Community Improvement Program Decision Matrix and a copy of this is attached to the report. The Decision Matrix also provides additional information regarding the improvements.

## FINANCIAL CONSIDERATIONS

The 2018 Economic Development Operating budget contains \$25,000 in funding to support applications under the Community Improvement Program. Five applications have now been submitted in 2018 with total expenditures to date, including these applications, of \$8,820.

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

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Michael Givens*

**DALE SMALL  
ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

## COMMUNITY IMPROVEMENT PLAN: FINANCIAL INCENTIVE PROGRAM DECISION MATRIX

Applicant: Expressive Dance Studio

Date Received: June 9th, 2018

Application #: F.I.L. &amp; G. # 39

Amount Requested: \$555.37

Date of Community Improvement Plan Review Panel Meeting: June 13th, 2018

Criteria Number	Criteria	Yes	No	Comments
1	Is the applicant eligible as per the definition outlined in Section 4 of the Community Improvement Plan	X		The applicant, Amy McCahery, is the owner operator of Expressive Dance Studio and is eligible to apply.
2	Is the building or location eligible for funding as per the definition outlined in Section 4 of the Community Improvement Plan	X		Expressive Dance Studio is located at 157 George Street in Arthur which is within the CIPA boundary.
3	Of the seven Financial Incentive Program(s) available which ones are the applicant applying for funding assistance from: <ul style="list-style-type: none"> <li>• Accessibility Grant</li> <li>• Application Fees &amp; Development Charges Grant</li> <li>• Building Conversion/Expansion Grant</li> <li>• Building Improvement Grant</li> <li>• Façade Improvement Loan &amp; Grant Program</li> <li>• Public Art Grant</li> <li>• TIERR Redevelopment Grant Program</li> </ul>		X	Funding is being requested from one of the financial incentive programs as follows:  \$ 555.37
4	Is the grant, and where appropriate loan, amount being requested within the eligible amounts as defined in Section 4 of the Community Improvement Plan.			<b>TOTAL AMOUNT OF FUNDING REQUESTED    \$555.37</b>  <b>TOTAL AMOUNT OF FUNDING ELIGIBLE        50%/\$555.37</b>  <b>TOTAL COST OF OVERALL IMPROVEMENTS    \$1,110.75</b>
5	Is the targeted completion date within 6 months from date of approval or is an extension required?	X		All improvements to the building will be completed this year
6	Are all property taxes and any other Municipal Accounts, Building Permit fees, etc. up to date	X		All municipal accounts are up to date.



**COMMUNITY IMPROVEMENT PLAN: FINANCIAL INCENTIVE PROGRAM DECISION MATRIX**

<b>7</b>	Will the goods and services to complete the required work be performed by local businesses/suppliers.	X		Signage is being made and installed by MARCC Apparel of Mount Forest
<b>8</b>	Has the application been properly completed including: <ul style="list-style-type: none"> <li>• Detailed description of improvements</li> <li>• Estimates and quotes provided</li> <li>• Facade Improvement Checklist</li> <li>• Detailed sketch provided of the proposed change, signage, Public Art or other improvements</li> </ul>	X X X X		Application was properly completed and includes a detailed description of improvements.
<b>9</b>	Are the costs included in the application considered to be eligible costs as outlined in Section 4 of the Community Improvement Plan  Provide a description on which eligible expenses are being included.	X  X		Eligible costs relate to the new signage, repairs and painting of the front entrance.
<b>10</b>	Other comments from the Review Panel	X		This application supports our Main Street/Downtown Revitalization program and will be a positive improvement to this location.
<b>Recommendation</b>	The Community Improvement Review Panel support this application and recommends council approval in the amount of \$ 555.37			
	<i>Darren Jones</i> Darren Jones		<i>Dale Small</i> Dale Small	June 13 <sup>th</sup> , 2018 Date

## COMMUNITY IMPROVEMENT PLAN: FINANCIAL INCENTIVE PROGRAM DECISION MATRIX

Applicant: 2551405 Ontario Ltd

Date Received: May 30th, 2018

Application #: A.F.&amp;D.C. 12

Amount Requested: \$1,500.00

Date of Community Improvement Plan Review Panel Meeting: June 14th, 2018

Criteria Number	Criteria	Yes	No	Comments
1	Is the applicant eligible as per the definition outlined in Section 4 of the Community Improvement Plan	X		The applicant is the Secretary Treasurer/Company Officer for 2551405 Ontario Ltd., the owner of the property where the development is planned.
2	Is the building or location eligible for funding as per the definition outlined in Section 4 of the Community Improvement Plan	X	X	This is a judgement call however we have determined that with the issues this developer has already faced that as a goodwill gesture funding under the CIP should be granted
3	<p>Of the seven Financial Incentive Program(s) available which ones are the applicant applying for funding assistance from:</p> <ul style="list-style-type: none"> <li>• Accessibility Grant</li> <li>• Application Fees &amp; Development Charges Grant</li> <li>• Building Conversion/Expansion Grant</li> <li>• Building Improvement Grant</li> <li>• Façade Improvement Loan &amp; Grant Program</li> <li>• Public Art Grant</li> <li>• TIERR Redevelopment Grant Program</li> </ul>	X		<p>Funding is being requested from one of the financial incentive programs as follows:</p> <p>Application fees and development charges are a major expense with this six-plex \$650,000 project. Under this funding program the applicant is eligible for funding up to a maximum of \$1,500</p>
4	Is the grant, and where appropriate loan, amount being requested within the eligible amounts as defined in Section 4 of the Community Improvement Plan.	X		<p><b>TOTAL AMOUNT OF FUNDING REQUESTED    \$1,500</b></p> <p><b>TOTAL AMOUNT OF FUNDING ELIGIBLE        \$1,500</b></p> <p><b>TOTAL COST OF OVERALL IMPROVEMENTS    \$650,000</b></p>
5	Is the targeted completion date within 6 months from date of approval or is an extension required?	X		Completion date is not yet known and payment of this grant will not be made until the applicant has paid the upfront fees and development charges.
6	Are all property taxes and any other Municipal Accounts, Building Permit fees, etc. up to date	X		All municipal accounts are up to date.

### COMMUNITY IMPROVEMENT PLAN: FINANCIAL INCENTIVE PROGRAM DECISION MATRIX

<b>7</b>	Will the goods and services to complete the required work be performed by local businesses/suppliers.			Not known at this time
<b>8</b>	Has the application been properly completed including: <ul style="list-style-type: none"> <li>• Detailed description of improvements</li> <li>• Estimates and quotes provided</li> <li>• Facade Improvement Checklist</li> <li>• Detailed sketch provided of the proposed change, signage, Public Art or other improvements</li> </ul>	X		Application was properly completed and includes a detailed description of the development being proposed for this site.
<b>9</b>	Are the costs included in the application considered to be eligible costs as outlined in Section 4 of the Community Improvement Plan  Provide a description on which eligible expenses are being included.	X  X		Eligible costs relate to the reimbursement of application fees and development charges.
<b>10</b>	Other comments from the Review Panel	X		This is an in-fill project that addresses two needs in our community. The need for more rental units and the need for more seniors housing.
<b>Recommendation</b>	The Community Improvement Review Panel support this application and recommends council approval in the amount of \$ 555.37			
	<i>Mike Givens</i> Mike Givens	<i>Dale Small</i> Dale Small	<i>June 14<sup>th</sup>, 2018</i> Date	



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF June 25th, 2018**

**FROM: DALE SMALL, Economic Development Officer**

**SUBJECT: REPORT EDO 2018-025 Community Initiated Project Program**

### **RECOMMENDATION**

**That** the Economic Development Officer report EDO 2018-25 dated June 25th, 2018 being a report on Community Initiated Projects program be received;

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North approves a one time grant in an amount up to \$4,000 under the Community Initiated Projects Program to Arthur Minor Softball.

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

None

### **BACKGROUND**

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

In order to be eligible for funding the applicant must meet a clearly defined criteria and the programs or services being considered must serve clearly identified community needs not already adequately addressed by another organization, be it government or corporate. All applications are reviewed by the

Senior Management Team using a decision matrix that has been established to assist in the decision-making process.

### OVERVIEW

On May 3<sup>rd</sup>, 2018 an application was received from Jeff McKee, Past President of Arthur Minor Softball. The request is for \$4,000 representing 50% of the overall project costs, to put a new ball diamond in the back corner of the Arthur Community Centre along with a Pitching Warmup. Since that time Tom Bowden has worked with Arthur Minor Softball to further review the project which has also been identified as a need in the recently completed Recreation Master Plan.

The senior management team met on Wednesday June 13<sup>th</sup> to review the project and to complete the decision matrix. It is our recommendation that council support this application with a grant of \$4,000 representing 50% of the overall project costs.

### FINANCIAL CONSIDERATIONS

In 2018 \$50,000 has been allocated towards Community Initiated Projects in the Capital budget and to date four applications, totaling \$22,750 in funding, has been approved:

- \$ 2,500 to M.F. Minor Ball was approved on January 8<sup>th</sup>
- \$16,250 to Seniors Centre of Excellence was approved on March 26<sup>th</sup>
- \$ 2,000 to Friends of Pickleball Mount Forest
- \$ 2,000 to WHSS Truth about Youth Community Gardens

Should council approve both the Arthur Minor Softball application it will bring the total approved funding to date to \$26,750.

### STRATEGIC PLAN

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

**Yes**                       No                               N/A

Which pillars does this report support?

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

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Michael Givens*

**DALE SMALL**  
**ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS**  
**CHIEF ADMINISTRATIVE OFFICER**

**COMMUNITY INITIATED PROJECT: DECISION MATRIX**

**Applicant/Organization Name:** Arthur Minor Softball

**Date Applications Received:** May 3<sup>rd</sup>, 2018

**Name of Project:** Pitching Warmups & "C" Diamond

**Amount of Funding Requested:** \$1,000 Pitching Warmups  
\$3,000 "C" Diamond  
**Total = \$4,000**

**Date of Senior Management Team Review:** May 9<sup>th</sup>, 2018

Criteria Number	Criteria	Yes	No	Comments/Additional Explanation
1	Is the applicant eligible as per the definition outlined in the Community Initiated Project Guidelines and how many years has the organization been in existence in our community?	X	N/K	Arthur Minor Softball is an eligible applicant however the application does not outline how many years they have been in existence in our community.
2	Does the proposal serve a clearly identified community need that is not currently adequately addressed?	X		The Recreation Master Plan identifies the need for another ball diamond in Arthur
3	Will the program or service being recommended be accessible to all residents?	X		Yes, however the primary focus and use will be with Arthur Minor Softball
4	Recognizing the above identify which group or groups will benefit most from this project. (Young families, Youth, Seniors, disabled, general population, etc.)	X		Young families & Youth
5	Community Initiated Project Grant funding is available to cover up to 50% of eligible costs. What amount is being requested and what is the percentage of the overall cost?			Overall Cost of Project: <u>\$8,000</u> Grant Amount requested: <u>\$4,000</u> Percentage of overall Costs: <u>50%</u>
6	Has the application been properly completed including: <ul style="list-style-type: none"> <li>• Detailed description/explanation of Project</li> <li>• Has the applicant clearly explained their qualifications</li> <li>• Has the need, intent and use of funding been clearly defined</li> <li>• Demonstrated Financial Support, including financial statements &amp; proposed budget provided</li> <li>• Detailed sketch of the proposed change if applicable</li> <li>• Quotes/estimates provided to support project funding</li> </ul>	X X X X	X  X  X	The need for the project has been somewhat explained and since the application was first received Tom Bowden has spent time further reviewing and assessing the request. The group does indicate that they have the funds available to cover their 50% (\$4,000) in funding.
7	Will the goods and services to complete the required work be performed by the applicant/local businesses/suppliers?	X		Most of the work will be completed by Wellington North staff.

**COMMUNITY INITIATED PROJECT: DECISION MATRIX**

<p align="center"><b>8</b></p>	<p>Based on the completeness of the application and the applicant qualifications, combined with Vision of our Desired Future, rate the request based on the following measurers.</p> <p>a) Professional Standards</p> <p>b) Fiscal and overall accountability: (Minimum 50% of Project Funding is required from the applicant)_____</p> <ul style="list-style-type: none"> <li>o 50% - 59% score 1</li> <li>o 60% - 69% score 2</li> <li>o 70% - 79% score 3</li> <li>o 80% - 89% score 4</li> <li>o 90% - 100% score 5</li> </ul> <p>c) Administrative accountability</p> <p>d) Economic Impact</p> <p>e) Community Service and participation</p> <p>f) Responsiveness to existing community need</p> <p>g) Degree of accessibility</p> <p>h) Level of Risk to the Township-financial and otherwise</p>	<p align="center">3</p> <p align="center">1</p> <p align="center">4</p> <p align="center">3</p> <p align="center">4</p> <p align="center">4</p> <p align="center">4</p> <p align="center">4</p>		<p>(All eight areas must receive a score and a minimum of 24 points must be achieved for the application to be forwarded to council for consideration)</p> <p>The grading scale for items 8 a) – g) is one to five with one being low and five being high.</p> <p>The grading scale for item 8 h) is reversed with a score of one for high and five low.</p> <p>Total Score: 27</p>
<p align="center"><b>9</b></p>	<p>Is the targeted completion date within 8 months from date of approval or is an extension required?</p>	<p align="center"><b>Yes</b></p>		<p>Request is for the diamond to be completed in 2018 and the pitching warmup as soon as possible.</p>
<p align="center"><b>10</b></p>	<p>Has the applicant agreed to provide a written statement on the use of funds within two months of the completion of the event/program/service</p>	<p align="center"><b>Yes</b></p>		<p>While not specifically indicated a report will be provided to council in early 2019 on all Community Initiated Project applications approved in 2018.</p>
<p align="center"><b>11</b></p>	<p>Other comments from the Senior Management Team</p>			
<p><b>Recommendation</b></p>	<p>That the Senior Management Team of the Township of Wellington North supports this application and directs Dale Small, Economic Development Officer to complete a report to council for approval.</p> <p><i>Mike Givens</i> _____ <i>Tom Bowden</i> _____ June 13th, 2018</p> <p>CAO Signature Senior Team Member Signature Date</p>			





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**TO: MAYOR AND MEMBERS OF COUNCIL**  
Meeting of June 25th, 2018

**FROM: Brent Lauber, Director of Operations**

**SUBJECT: REPORT PW 2018-010 – Award of Contract 15160-18, King Street  
and Elgin Street Reconstruction, Mount Forest**

#### **RECOMMENDATION**

**THAT** Report PW 2018 - 010 being a report on the reconstruction of King Street West and Elgin Street South, in Mount Forest, be received;

**FURTHER THAT** the Council of the Township of Wellington North award Contract 15160-18 for the reconstruction of King Street West and Elgin Street South, Mount Forest, to Lavis Contracting Co. Limited, Clinton, at a cost of \$1,565,128.95 plus applicable taxes;

**AND FURTHER THAT** the Council of the Township of Wellington North direct staff to fund any realized project overspend by the reserve funds associated with roads, water, and sanitary services respectively in proportion to their actual budget overages.

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

NA

#### **BACKGROUND**

Detailed design work for the reconstruction of the King Street West and Elgin Street South project in Mount Forest was completed by B.M. Ross and Associates Limited (BM Ross) in 2017. The request for tender was advertised in the Wellington Advertiser on May 17th, 2018 and the Township website. The tender closed Jun 6th, 2018.

The Township received two submissions prior to tender close. BM Ross provided the letter attached as Schedule A in support of awarding this project to Lavis Contracting Co. Limited, Clinton, Ontario.

This project will see the reconstruction of King Street West and Elgin Street South within Mount Forest to provide upgraded sidewalk, curb and gutter, roadway, sanitary, water and stormwater services. At this time, it is anticipated the project will commence in August.

An open house meeting to discuss the implications for residents while construction occurs will be held following Council's award of this contract.

### FINANCIAL CONSIDERATIONS

Two Bids were received for Contract 15160-18.

Contractor	Bid Amount (includes HST)
Steed and Evans Limited, St. Jacobs	\$2,156,000.00
Lavis Contracting Co. Limited, Clinton	\$1,768,595.71

The Council approved 2018 Capital Budget amount of \$ 1,645,112.00 for the King / Elgin project and the municipal lot paving of \$10,000 – for a total budgeted amount related to this project of \$1,655,112.

Total project costs (inclusive of engineering and net HST) are estimated to be in the vicinity of \$1,789,072, which is in excess of budget by ~\$133,960. It is anticipated that should this budget overspend be realized, that this would be funded by the reserves currently in place for roads, water and sanitary respectively.

It should be noted that the low bid price includes a tender contingency allowance of \$ 40,000.00, in part to account for off-site disposal of petroleum contaminated soil. This contingency may go unused, due to anticipated on-site management of said soils, which could, potentially, partially offset the projected overspend.

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

Infrastructure rehabilitation is an important component to community growth.

**PREPARED BY:**

**RECOMMENDED BY:**

**Brent Lauber**

**Michael Givens, CAO**

**Brent Lauber  
Director of Operations**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



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**TO: MAYOR AND MEMBERS OF COUNCIL**  
Meeting of June 25th, 2018

**FROM: Brent Lauber, Director of Operations**

**SUBJECT: REPORT PW 2018-011 – Award of Contract 18049-18, Queen Street  
(Highway 89) Connecting Link, Mount Forest**

#### **RECOMMENDATION**

**THAT** Report PW 2018 - 011 being a report on the Queen Street Connecting Link project, in Mount Forest, be received;

**FURTHER THAT** the Council of the Township of Wellington North award Contract 18049-18 for the Queen Street Connecting Link project, Mount Forest, to Lavis Contracting Co. Limited, Clinton, at a cost of \$1,239,600.19 plus applicable taxes;

**AND FURTHER THAT** the Council of the Township of Wellington North direct staff to fund any realized project overspend by the reserve funds associated with roads, water, and sanitary services respectively in proportion to their actual budget overages.

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

NA

#### **BACKGROUND**

Detailed design work for the reconstruction of the Queen Street Connecting Link project in Mount Forest was completed by B.M. Ross and Associates Limited (BM Ross) in 2017 and early 2018. The request for tender was advertised in the Wellington Advertiser on May 31st, 2018 and B.M. Ross & Associates (BM Ross) website. The tender closed Jun 18th, 2018.

The Township received two submissions prior to tender close. BM Ross provided the letter attached as Schedule A in support of awarding this project to Lavis Contracting Co. Limited, Clinton, Ontario.

This project will see asphalt resurfacing from Dublin Street to west of Cork Street; extension of north facing curbing west of Cork Street to west of Durham Street, south facing curbing to most westerly home and new storm sewers and; asphalt resurfacing from west of Durham Street to west of Sligo Road including improvements to this intersection (e.g. traffic, ditch maintenance). At this time, it is anticipated the project will commence in August.

An open house meeting to discuss the implications for residents while construction occurs will be held following Council's award of this contract.

### FINANCIAL CONSIDERATIONS

Two Bids were received for Contract 18049-18.

Contractor	Bid Amount (includes HST)
Steed and Evans Limited, St. Jacobs	\$1,911,847.00
Lavis Contracting Co. Limited, Clinton	\$1,391,708.21

The Council approved 2018 Capital Budget amount of \$1,290,000.

Total project costs (inclusive of engineering and net HST) are estimated to be in the vicinity of \$1,445,000, which is in excess of budget by ~\$155,000. Anticipated budget overages are largely born by the results of pre-project CCTV work conducted that had identified a requirement for sanitary repair and replacement work, vacant lot servicing, the replacement of services susceptible to freezing, and anticipated developer contributions for 466 Queen St. (which will be recovered). It is anticipated that should this budget overspend be realized, that this would be funded by the reserves currently in place for roads, water and sanitary respectively.

It should be noted that the low bid price includes a specified tender contingency allowance of \$40,000.00. This contingency may go unused and is typical for the scale of this project. Additionally, cost recovery from the MTO (\$14,000), due to the tendered roads price exceeding the current \$ 1,161,000 funding agreement also has the potential to offset currently estimated project overages, although we haven't yet received MTO's agreement to this proposal.

### 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                       Community Service Review

- Human Resource Plan
- Brand and Identity
- Strategic Partnerships
- Corporate Communication Plan
- Positive Healthy Work Environment

Infrastructure rehabilitation is an important component to community growth.

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

*Brent Lauber*

*Michael Givens, CAO*

<b>Brent Lauber</b> <b>Director of Operations</b>	<b>MICHAEL GIVENS</b> <b>CHIEF ADMINISTRATIVE OFFICER</b>
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**TO: MAYOR AND MEMBERS OF COUNCIL**  
Meeting of June 25th, 2018

**FROM: Brent Lauber, Director of Operations**

**SUBJECT: REPORT PW 2018-012 – BEING A REPORT ON THE YELLOW FISH  
ROAD™ PROGRAM**

**THAT** Report PW 2018-012 being a report on the Yellow Fish Road™ program be received;

**AND FURTHER THAT** the Council of the Township of Wellington North endorse the Yellow Fish Road™ Program to be executed in the geographic Town of Mount Forest by the Saugeen Valley Conservation Authority in partnership with Trout Unlimited Canada, the local schools and volunteer groups.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Report PW 2016-025

**BACKGROUND**

Saugeen Valley Conservation Authority (SVCA) approached Township staff in February 2016 to provide awareness about the Yellow Fish Road™ program as well as request Council's consideration to endorse this program being implemented during the summer of 2016 in the former Town of Mount Forest. A letter from Jo-Anne Harbinson of the SVCA and Resolution No. 2016-174 is included as Schedule A.

The program will see yellow fish painted at storm sewer catch basins which provides a visual reminder to everyone that substances deposited in the storm sewer system are discharged directly to the local environment without treatment.

Township staff are supportive of this program. SVCA has requested GIS files of the Township's storm sewer system in Mount Forest to assist them in the implementation plan. This program will utilize local school classes and volunteers to execute.

<b>FINANCIAL CONSIDERATIONS</b>
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NA

<b>STRATEGIC PLAN</b>
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Do the report's recommendations advance the Strategy's implementation?

X Yes                                   No                                   N/A

Which pillars does this report support?

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

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Brent Lauber</i>	<i>Michael Givens, CAO</i>
<b>Brent Lauber Director of Operations</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>





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

June 18, 2018

Brent Lauber  
Director of Operations  
Township of Wellington North  
7490 Sideroad 7W,  
P.O. Box 125  
Kenilworth, ON  
N0G 2E0

Dear Mr. Lauber:

RE: Yellow Fish Road (Trout Unlimited)  
Mount Forest  
Township of Wellington North (Geographic Town of Mount Forest)

Further to our telephone conversation and emails from last week, the SVCA would like to implement the “Yellow Fish Road™” Program in Wellington North together with the local school in the community of Mount Forest and possibly with a local industry who is looking at volunteering in the community. If you recall, in 2016 the SVCA approached the school community but did not have any uptake for the program. We have approached them again with favourable response. As such, the SVCA is seeking permission from Township of Wellington North council through yourself for the Yellow Fish Road™ Program for 2018 and we are asking for Councils endorsement of this initiative.

The SVCA is the local delivery partner with Trout Unlimited Canada to implement the storm drain marking program. Please accept this letter as memorandum to your Council with regards to the implementation of the Yellow Fish Road™ Program within the former Town of Mount Forest. In addition, the SVCA has contacted the local schools and the teacher for grade 4s at Victoria Cross has confirmed that they are willing to participate in this program on June 26, 2018 that is delivered to them at no cost. I have shared emails with a local industry representative that was looking for an opportunity to get employees interested in a volunteer day in the community, I have not received confirmation from them, as such the dates for that event are to be determined

The Yellow Fish Road™ Program is a Green Street approved, nation-wide environmental education initiative launched by Trout Unlimited Canada. The program is a fun, participatory way to teach the importance of clean water and to demonstrate how the decisions of one person can make a difference on a whole community, by painting yellow fish near storm drains and distributing fish-shaped brochures.

As request in 2016 of your Council and provided the implementation of this program is still favourable to Council and staff, the Authority suggests that Council consider passing the following motion:



**Watershed Member Municipalities**

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

Township of Wellington North  
June 18, 2018  
Page 2

*That the Township of Wellington North endorses the Yellow Fish Road™ Program to be initiated in the Geographic Town of Mount Forest by the Saugeen Valley Conservation Authority in partnership with Trout Unlimited Canada, the local schools and volunteer groups.*

Further, to ensure that we have all the necessary information, Authority staff need to know what “transportation protocols” your Municipality may have about which we need to be made aware. Also, the Authority staff will need to know if the Municipality has any road projects on the go specifically in the month of June and which areas of Mount Forest that might be affected. The Yellow Fish Road™ Program would avoid those areas so as not to hamper municipal work or create a potential safety risk to those involved in the Yellow Fish Road™ Project.

We ask if you can provide a written response or email to this letter addressing the following:

1. Consent that the Municipality agrees to the SVCA implementing the Yellow Fish Road program in the Township of Wellington North.
2. Any information or guidelines that you wish us to follow.
3. Planned areas of construction or road works for Mount Forest or areas to stay away from.

The SVCA has requested Trout Unlimited Canada can add the Municipality as “Additional Insured” in their insurance policy. A copy of the Certificate of Liability Insurance has been attached to this letter.

Thank you in advance for your time and information that you can bring forward to this endeavour. Enclosed you will find a pamphlet on the YFR program and the door hanger that will be distributed to the homes as part of the project, feel free to distribute to Council. If you have any questions on the above details, please contact the undersigned at Ext. 235.

Sincerely,



Jo-Anne Harbinson  
Manager, Water Resources and Stewardship Services

Enclosure

cc: Steve McCabe, Director, SVCA (Email Only)



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101

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

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 25, 2018**

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

**SUBJECT: REPORT CLK 2018-027 BEING A REPORT ON THE  
APPOINTMENT OF AN INTEGRITY COMMISSIONER**

### **RECOMMENDATION**

**THAT** the Council of The Corporation of the Township of Wellington North receive Report CLK 2018-027 being a report on the appointment of an Integrity Commissioner;

**AND FURTHER THAT** Council authorizes the Mayor and Clerk to sign the by-law to appoint Fasken Martinuea Dumoulin as the Integrity Commissioner for the Township of Wellington North and to enter into an agreement for services.

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

CLK 2017-014 Bill 68, Modernizing Municipal Legislation Act

CLK 2017-039 Bill 68, Modernizing Municipal Legislation Act Proclamation dates

### **BACKGROUND**

Bill 68, Modernizing Ontario's Municipal Legislation Act, 2016 was passed in May, 2017 and brought in some significant requirements for municipalities. As of March, 2019 it is mandatory for municipalities to have a code of conduct for members of council and local boards (members) and access to an Integrity Commissioner (IC).

#### **Duties of an Integrity Commissioner**

The legislation authorizes a municipality to appoint an IC who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all of the following:

- Application of the code of conduct for members

- Application of any procedures, rules and policies of the municipality and local boards governing the ethical behavior of members
- Application of the Municipal Conflict of Interest Act to members
- Requests from members for advice respecting their obligations under the code of conduct applicable to the member
- Requests from members for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board governing the ethical behavior of members
- Requests from members for advice respecting their obligations under the Municipal Conflict of Interest Act
- The provision of educational information to members regarding the code of conduct and the Municipal Conflict of Interest Act.

ICs will have new powers to conduct inquiries about whether members have contravened the Municipal Conflict of Interest Act (MCIA):

- An elector or a person demonstrably acting in the public interest could apply to the Commissioner for an inquiry
- Upon completion of an inquiry, a Commissioner may bring the matter to court
- Costs of applying to a judge to be paid by the respective municipality
- IC can conduct inquiry as he/she considers necessary, includes public meetings, can elect to exercise powers under the Public Inquiries Act, 2009.

### **Joint Services**

Wellington County Clerks have agreed to a joint approach to share the IC services similar to the arrangements currently in place for the Closed Meeting Investigator. The County will coordinate the preparation and signing of the agreements.

The timeline to start using an Integrity Commissioner will be different for each of our municipalities based on whether a code of conduct is in place, however the provisions of the Act to expand the role of the IC with respect to the Municipal Conflict of Interest Act won't come into effect until March, 2019.

The County, Minto and Wellington North plan to have a code of conduct in place and appoint an Integrity Commissioner for March, 2019. Mapleton, Centre-Wellington, Erin, Guelph/Eramosa and Puslinch have codes of conduct and have indicated a start date of January, 2018.

### **Appointment**

On November 16, 2017, an interview was conducted with Guy Giorno, Partner, Fasken Martineau by a three-member panel consisting of the County Clerk, Clerk of Centre Wellington and Deputy Clerk, Minto.

Mr. Giorno practices public law with an emphasis on accountability and ethics laws. He has significant experience in public sector ethics, conflict of interest, codes of conduct, accountability legislation, lobbyist registration law and election and election finance law. He also serves as IC for 20 municipalities in Ontario. Correspondence regarding Mr. Giorno's services and experience are attached to this report as Schedule A.

Staff are recommending that Mr. Giorno be appointed as the Joint IC for the County and member municipalities for the term of the 2018 to 2022 Council, commencing February 28, 2019.

**FINANCIAL CONSIDERATIONS**

If there is an investigation the hourly rate of \$300.00 will apply as well as travel and accommodation.

**STRATEGIC PLAN**

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

Yes                       No                       N/A

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

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

*Karren Wallace*

*Michael Givens*

<p><b>KARREN WALLACE</b>  <b>DIRECTOR OF LEGISLATIVE SERVICES/CLERK</b></p>	<p><b>MICHAEL GIVENS</b>  <b>CHIEF ADMINISTRATIVE OFFICER</b></p>
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Fasken Martineau DuMoulin LLP

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1 877 609 5685 Toll-free

fasken.com



**Guy W. Giorno**

Direct 613 696 6871  
Toll-free 877 609 5685  
ggiorno@fasken.com

***VIA EMAIL***

November 17, 2017

Ms Donna Bryce  
County Clerk  
County of Wellington  
74 Woolwich Street  
Guelph, Ontario  
N1H 3T9

Dear Ms Bryce:

**Re: Integrity Commissioner Services**

Further to our meeting, I confirm that I and the Fasken law firm would be willing to provide integrity commissioner services to the County of Wellington and to any local town or township that wishes to appoint me, on the following terms:

- Minimum three-year appointment to ensure independence (best practice would be a four-year term that straddles two different terms of Council).
- Rates of \$300 per hour for my services and \$200 for the services of junior members of Fasken, plus travel and other disbursements.
- Despite supporting services from other members of Fasken, I alone would be responsible for all interpretations, advice, findings, recommendations and reporting to Council.

Thank you for your interest. I look forward to being able to support the County.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Guy W. Giorno'.

Guy W. Giorno

# Guy Giorno

## Municipal Integrity Commissioner

Guy Giorno serves as Integrity Commissioner for the Ontario municipalities of Durham Region, Dufferin County, Renfrew County, Amaranth, Brock, Clarington, Deep River, Dryden, East Garafraxa, Grand Valley, Horton, Madawaska Valley, Melancthon, North Algona Wilberforce, Orangeville, Pickering, Scugog, Shelburne, Uxbridge and Whitby.

He also serves as Integrity Commissioner and Lobbyist Registrar for the City of Brampton.

As a municipal Integrity Commissioner, Guy Giorno has:

- Handled code of conduct complaints
- Conducted investigations
- Issued reports
- Presented to municipal councillors on code of conduct and conflict of interest issues
- Established processes for handling code of conduct complaints where municipalities did not have one
- Advised municipalities on ethics issues

## What others say ...

“well respected as an expert in accountability and ethics law”

Althia Raj, *Huffington Post*, June 6, 2013

“an ethics and lobbying bulldog who has built a reputation as a vocal advocate of accountable government”

Olesia Plokhii, *iPolitics*, February 25, 2013

“Canada’s leading expert on the new *Federal Accountability Act*”

Ontario Bar Association

“lawyer specializing in public accountability”

Alex MacPherson, *Saskatoon StarPhoenix*, June 10, 2017

## Expert in Ethics Laws

Guy practises public law with an emphasis on accountability and ethics laws.

He leads the Fasken law firm's Government Ethics, Transparency and Political Law practice. He is Chair of the "Law of Lobbying and Ethics" committee of the Canadian Bar Association, is co-author of the legal text *Lobbying in Canada* and as a recognized expert in the law of lobbying routinely speaks, writes and advises on these, evolving, complex rules.

### Codes of Conduct Proceedings

Guy Giorno has extensive experience in proceedings and investigations under codes of conduct and other government ethics laws.

#### *Guy's Proceedings under Codes of Conduct (and Government Ethics Laws)*

- Represented/advised MPPs (both complainants and respondents) in inquiries by the Integrity Commissioner (Ontario) under the *Members' Integrity Act*.
- Represented MP in inquiry under the *Conflict of Interest Code for Members of the House of Commons*.
- Represented federal officials (including a Minister, two former Deputy Ministers, and several former officials) in examinations by the federal Conflict of Interest and Ethics Commissioner and other proceedings under the *Conflict of Interest Act*.
- Represented persons being investigated for alleged breaches of the federal *Lobbyists' Code of Conduct*.
- Advised and represented witnesses in examinations by the federal Conflict of Interest and Ethics Commissioner under the *Conflict of Interest Act*.

#### *Guy Drafts Codes of Conduct*

- Drafted a Code of Conduct Complaint Protocol for an Ontario municipality
- Drafted employee code of conduct for national organization.
- Drafted Annex B of *Open Government: A Guide for Ministers* (now known as *Open and Accountable Government*).
- Drafted policies on conflict of interest, transparency, and whistle-blowing.

#### *Other*

- Routinely advises on compliance with:
  - Conflict of Interest Rules for Public Servants (regulations under *Public Service of Ontario Act*)



- *Conflict of Interest Act* (Canada)
  - *Conflict of Interest Code for Members of the House of Commons*
  - Policy on Conflict of Interest and Post-Employment (Canada)
  - Code of Conduct for Procurement (Canada)
  - Ethical and Political Activity Guidelines for Public Office Holders (Canada)
  - *Lobbyists' Code of Conduct* (Toronto)
  - *Lobbyists' Code of Conduct* (Ottawa)
  - *Lobbyists' Code of Conduct* (Canada)
  - Public corruption provisions of *Criminal Code*
- Advised various government agencies/entities on conflict of interest, transparency and whistle-blowing.
  - Testified on conflict of interest before House of Commons Standing Committee on Access to Information, Privacy and Ethics.
  - Consulted by three different provinces on law-of-lobbying issues.

## Independence

Guy Giorno has no involvement in political campaigning or endorsements, or related conflict of interests, with any current council member of the County of Wellington or a local town or township.

## Further Municipal and Ethics Experience

### ***Municipal Act, Municipalities and Municipal Law***

- Faculty, Advanced Roundtable in Municipal Law, Law Society of Upper Canada (May 2, 2008)
- "Municipal Mergers: A Case Study of Municipal Amalgamation in Ontario, 1996-2001," presentation to Ryerson University Department of Politics and Public Administration and Canada25 (March 2005)

### ***Municipal Conflict of Interest Act and Municipal Ethics***

Guy Giorno has lectured and publicly demonstrated advanced knowledge of Municipal Ethics and Code of Conduct matters:

#### *Guy's Presentations*

- "Municipal Conflict of Interest - What's New?" Ontario Bar Association (February 8, 2013)
- "Municipal Conflict of Interest," OBA Summer Institute, live Q&A following rebroadcast (July 11, 2013)
- "The Ethical Council: Conflict Codes, Lobbyist Registration and Other Best Practices for Councils and Councillors," presented to Association of Municipalities of Ontario (August 16, 2005)

#### *Guy's Articles and Writings*

- "Leasing lives on: Toronto's MFP scandal provides lessons," *Summit*, January/February 2006 (p. 12)
- "Comments on Implementation of the Recommendations of the Bellamy Inquiry," Presentation to Policy and Finance Committee, Toronto City Council Meeting No. 10, November 22, 2005

#### **Other**

During 2006, when the *Municipal Act* was being amended (including to provide for municipal Integrity Commissioners), Guy was there: commenting on lobbyist registries, on democratic accountability and other issues related to open and ethical government. For example:

- "We need more democracy locally- not less," *Globe and Mail* (May 3, 2006)
- "Act needs to be stronger to curb lobbyists at City Hall," *National Post* (June 12, 2006)

### **Expertise in Government Ethics and Integrity**

Guy Giorno has extensive experience in conflict of interest and ethics matters involving government officials:

- Represented Member of Parliament in inquiry under the *Conflict of Interest Code for Members of the House of Commons*.
- Advised MPPs (both complainants and respondents) in inquiries by the Integrity Commissioner (Ontario) under the *Members' Integrity Act*.

- Represented federal officials (including a Minister, two former Deputy Ministers, and several former officials) in examinations by the federal Conflict of Interest and Ethics Commissioner and other proceedings under the *Conflict of Interest Act*.
- Advised and represented witnesses in examinations by the federal Conflict of Interest and Ethics Commissioner under the *Conflict of Interest Act*.
- Represented persons being investigated for alleged breaches of the federal Lobbyists' Code of Conduct.
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  - *Conflict of Interest Act* (Canada)
  - *Conflict of Interest Code for Members of the House of Commons*
  - Policy on Conflict of Interest and Post-Employment (Canada)
  - Code of Conduct for Procurement (Canada)
  - Ethical and Political Activity Guidelines for Public Office Holders (Canada)
  - *Lobbyists' Code of Conduct* (Toronto)
  - *Lobbyists' Code of Conduct* (Ottawa)
  - *Lobbyists' Code of Conduct* (Canada)
  - Public corruption provisions of *Criminal Code*

## General Municipal Experience

Guy Giorno has extensive experience working with and for municipalities. In fact, he has worked for municipal clients since starting his legal career.

- **Toronto** – Conducted workplace “equal employment opportunity” investigations for former Municipality of Metropolitan Toronto (1989 – while Guy was a student-at-law)
- **Gravenhurst** – Acted for the Town in precedent-setting freedom of information litigation
- **Ontario** – While employed by the Government of Ontario (1995 - 2002) Guy was closely involved in the municipal restructuring reforms of the mid to late 1990s
- **Ontario** – Acted for the Ministry of Municipal Affairs and Housing on project related to the Toronto Islands community (2002-03)
- **Brantford** – Facilitator for Council strategic planning session, then delivered written report (2004)
- **Grimsby** – Facilitator for Council strategic planning session, then delivered written report (2004)
- **Oakville** – Represented the Town in labour relations proceedings

- **Pembroke** – Represented Police Services Board in significant case: *Pembroke (City) Police Services Board v. Kidder* (1995), 22 O.R. (3d) 663 (Div. Ct.)

### ***Municipal Freedom of Information and Protection of Privacy Act***

Guy Giorno has been practising municipal freedom of information law for 25 years. He has represented institutions and requesters in FOI appeals and litigation, helped institutions to process access requests and trained employees in FOI-Privacy implementation and compliance.

Guy founded the FOI practice at Hicks Morley in 1991, the year that *MFIPPA* took effect and extended freedom of information to Ontario school boards and municipalities. When the new law took effect, he worked with the Ontario Public School Boards Association to educate and train school boards in their legal responsibilities. Two decades later, he helped the Ontario Hospital Association to implement FOI among hospitals by co-authoring its comprehensive Hospital Freedom of Information Toolkit and delivering training.

His extensive experience includes:

- Representing the institution in Ontario's first-ever school board FOI appeal.
- Representing institutions in two of the first five judicial reviews under the *Municipal Freedom of Information and Protection of Privacy Act*.
- Winning a landmark, multi-year case over access to records concerning the sale of Toronto's street lights.
- Winning a precedent-setting Divisional Court judgment over access to records during judicial review of an Information and Privacy Commissioner (IPC) order.
- On behalf of a hospital, winning an historic Divisional Court decision giving the hospital access to internal records of the Pay Equity Hearings Tribunal.
- While working for the Ontario Government, helping to develop the 1996 amendments to the *Freedom of Information and Protection of Privacy Act*.
- Acting for institutions in response to IPC privacy compliance investigations.
- Speaking about freedom of information to both Ontario and federal parliamentary committees.
- Training and educating employees of institutions in Freedom of Information and Privacy implementation and compliance.

### *Guy's Freedom of Information Cases*

- *Gravenhurst (Town) v. Ontario (Information and Privacy Commissioner)* (1993), 13 O.R. (3d) 531, 49 C.P.R. (3d) 550 (Div. Ct.) – Counsel to Town of Gravenhurst

- *Ontario Secondary School Teachers' Federation v. Wellington County Board of Education and Information and Privacy Commissioner* (Ont. Div. Ct. File No. 407193) – Counsel to Wellington County Board of Education
- *Re City of Toronto, Order MO-2468-F* (Information and Privacy Commissioner/Ontario) (October 27, 2009) – Counsel to the Requester
- *Re City of Toronto, Orders MO-2135-I, MO-2226, MO-2275, MO-2282-I, MO-2389, MO-2396-F* (2006 through 2009) (Information and Privacy Commissioner/Ontario) – Counsel to the Requester
- *Saraga v. Wellington County Board of Education*, [1995] O.J. No. 1693, 1995 CanLII 7280, Ontario Court of Justice (General Division) – Counsel to Wellington County Board of Education



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 25, 2018**

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

**SUBJECT: REPORT CLK 2018-028 BEING A REPORT ON CONSENT  
APPLICATION B75-18 (MAPLETON PORK AKA ALTINA)**

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive CLK Report 2018-028 being a report on Consent Application B75-18 known as Part Lot 26, Concession 2 (formerly West Garafraxa) now the Township of Wellington North;

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B75/18 as presented with the following conditions:

- **THAT** Payment be made of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** payment be made in of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for parkland dedication fee;
- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- **THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed and retained parcel;
- **THAT** the Owner enter into a drainage reapportionment agreement.
- **THAT** the retained lands be rezoned to restrict the residential development to the satisfaction of the Local Municipality and the County of Wellington Planning and Development Department

- **THAT** the old barn foundation on the retained lands be removed and the site left in a graded and leveled condition to the satisfaction of the Township of Wellington North.
- **AND FURTHER THAT** Council authorizes the Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

N/A

**BACKGROUND**

The subject property is known as Part Lot 26, Concession 2, (formerly West Garafraxa) now the Township of Wellington North;

Consent B75/18 is for a proposed severance of Proposed severance is 0.7 hectares with 50m frontage, existing and proposed rural residential use with existing dwelling and shed.

Retained parcel is 37.5 hectares with 557 m frontage, existing and proposed agricultural use with existing barn foundation shown on Schedule "A" attached.

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

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

**FINANCIAL CONSIDERATIONS**

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

**STRATEGIC PLAN**

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

Yes                       No                      X N/A

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

*Karren Wallace, Clerk*

*Michael Givens, CAO*

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

O.P.: PRIME AGRICULTURAL  
ZONING: NATURAL ENVIRONMENT



JEFFREY E. BUISMAN  
ONTARIO LAND SURVEYOR

May 24, 2018 3:16pm  
G:\WEST GARAFRAXA\CON2\ACAD\SEV PT 26 (ALTEMA) UTM.dwg

Van Harten SURVEYING INC. LAND SURVEYORS and ENGINEERS

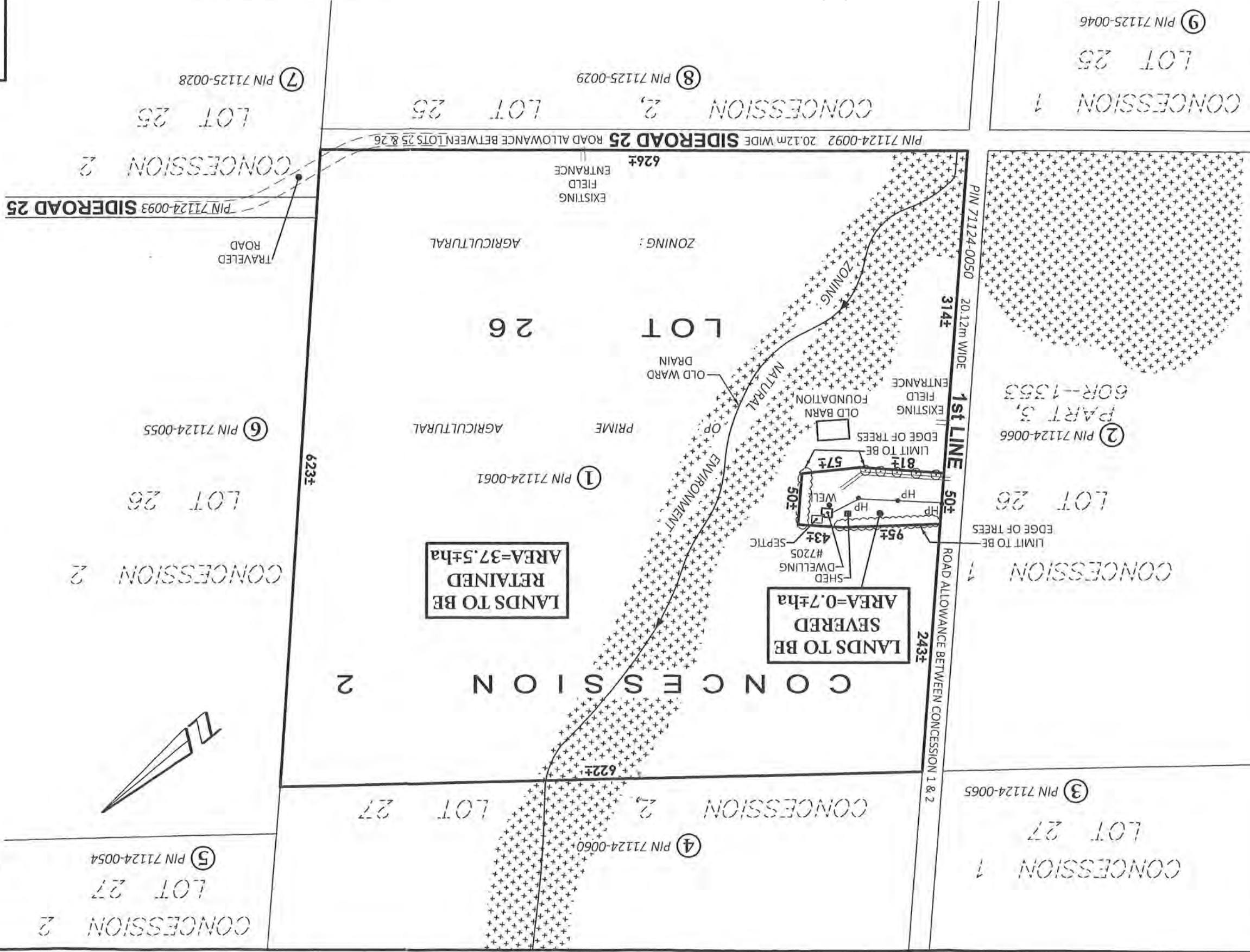
Elmira Ph: 519-669-5070  
Guelph Ph: 519-821-2763  
Orangeville Ph: 519-940-4110

www.vanharten.com  
info@vanharten.com

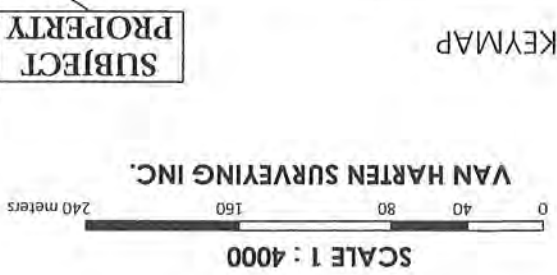
DRAWN BY: ARN  
CHECKED BY: JEB  
PROJECT NO. 25751-18

THIS SKETCH WAS PREPARED  
ON THE 24th DAY OF MAY 2018

# SCHEDULE A



- NOTES:
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
  2. SUBJECT LANDS ARE ZONED AGRICULTURAL AND ENVIRONMENTAL PROTECTION.
  3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF PRIME AGRICULTURAL.
  4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
  5. SEE ATTACHED LIST OF NAMES AND ADDRESSES OF OWNERS DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.



SEVERANCE SKETCH  
PART OF LOT 26, CONCESSION 2  
GEOGRAPHIC TOWNSHIP OF WEST GARAFRAXA  
TOWNSHIP OF WELLINGTON NORTH  
COUNTY OF WELLINGTON





SCHEDULE B

<b>Application</b>	B75/18
<b>Location</b>	Part Lot 26, Concession 2 TOWNSHIP OF WELLINGTON NORTH
<b>Applicant/Owner</b>	Mapleton Pork Ltd.

**PLANNING OPINION:** This application would sever a 0.7 ha (1.7 ac) parcel with an existing dwelling in the prime agricultural area. A 37.5 ha (92.6 ac) vacant agricultural parcel would be retained. This application is being submitted under the surplus farm dwelling policies.

This application is consistent with Provincial Policy and generally conforms to the Official Plan; we would have no concerns provided that following can be addressed as a condition of approval:

- a) That driveway access can be provided to the retained lands to the satisfaction of the Local Municipality; and
- b) That the retained lands be rezoned to restrict the residential development to the satisfaction of the Local Municipality and the County of Wellington Planning and Development Department.

**PLACES TO GROW:** The Growth Plan for the Greater Golden Horseshoe, 2017 was prepared and approved under the Places to Grow Act, 2005 and came into effect on July 1, 2017. The Natural Heritage System mapping and Agricultural Land Base mapping prepared under the Growth Plan for the Greater Golden Horseshoe was issued on February 9, 2018 and is now in effect. All planning decisions are required to conform within the 2017 Growth Plan. The subject property is located with the Prime Agricultural area in the Agricultural Land Base mapping.

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

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

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

- “a) the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- b) the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- c) the amount of good farmland retained with the surplus house is kept to a minimum size needed for residential purposes, taking into consideration environmental and topographic features; and



**Planning and Development Department, County of Wellington**

County Administration Centre, 74 Woolwich Street, Guelph, ON N1H 3T9  
T 519.837.2600 F 519.823.1694

- d) the surplus residence is habitable and is not expected to be demolished by a future owner; and
- e) the Minimum Distance Separation formula will be met; and
- f) the vacant parcel of farmland is rezoned to prohibit a residential use.

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

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

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

The matters under section 10.1.3 were also considered

**WELL HEAD PROTECTION AREA:** The subject property is located within a WHPA d with a vulnerability score of 2.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Agricultural (A) zone and Natural Environment (NE) zone. The retained lands will need to be rezoned to restrict residential development as a condition of approval. Both the severed and retained lands meet the minimum lot area and frontage requirements of the Agricultural zone.

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

---

Jameson Pickard, Planner  
June 13, 2018



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 25, 2018**

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

**SUBJECT: REPORT CLK 2018-029 BEING A REPORT ON THE ASSOCIATION  
OF MUNICIPAL CLERKS AND TREASURER'S 80<sup>th</sup> ANNUAL  
CONFERENCE HELD JUNE 11, 12, AND 13, 2018**

#### **RECOMMENDATION**

**THAT** the Council of the Township of Wellington North receive for information, CLK Report 2018-029 being a report on the Association of Municipal Clerks and Treasurer's 89<sup>th</sup> annual Conference held June 11, 12, and 13<sup>th</sup>, 2018.

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

Report CLK 2017-019

#### **BACKGROUND**

The Director of Legislative Services/Clerk and Deputy Clerk attended the Association of Municipal Clerk's and Treasurer's 79<sup>th</sup> annual conference on June 11, 12, and 13<sup>th</sup> Grey County at Blue Mountain Resort.

Staff attended the following sessions, citing key takeaways:

#### **Developing a Wellness Plan for Your Municipality- Making it Real**

The session provided an overview of the key steps and factors in developing a successful workplace wellness program.

Key Takeaways:

- The goal should be to leave work at a reasonable time, in a good state of physical and mental wellbeing...with some energy left to live life and return to work tomorrow refreshed

Link to Presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/1A-Developing-Wellness-Plan.pdf.aspx?lang=en-CA>

### **Is Records Management Still Relevant?**

The session examined “traditional” records management requirements and practices and contrasted those with the reality of today’s working environment. Participants were shown how to take records management beyond legal compliance.

Key Takeaways:

- There are a legal requirements to maintain and make available public records
- An average office worker spends 5% of their time reading information and 50% of their time searching for information.

Link to presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/Records-Management.pdf.aspx?lang=en-CA>

### **HR Law Update**

The session provided an overview of recent labour and employment cases relevant to municipalities, including wrongful dismissal, human rights, and labour arbitration cases

Key Takeaways:

- Employers are not liable for providing a negative reference provided the information is true
- Employer has the right to impose fundamental changes to employment contract as long as it provides the employee with reasonable notice of change

Link to Presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/1B-HR-Law.pdf.aspx?lang=en-CA>

### **Managing in the Maelstrom**

Participants were advised on the best practices and the pitfalls to avoid to come out with a strong, positive direction to lead your community on.

**Key Takeaways:**

- It is essential to have responsive and frequent communications with consistent, clear messaging
- Communication should report on actions, take great care to engage and be responsive to partners, provide updates to Council, focus on shareholders and follow up on actions

No Presentation available

**Oxygen Poker – Find out what matter most to you!**

The insightful and interactive workshop taught participants the powerful concept of getting to what matters most and an ability to engage individuals or teams in a manner that will unlock deliberate intention and better business results and relationships.

**Key Takeaways:**

- There are five driving needs – belonging, security, freedom, significance and meaning. A persons needs can change from day to day.
- Employees whose needs are met will be engaged and energized
- Engagement drives effort. Energy fuels performance

**Link to Presentation:**

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/2A-Oxygen-Poker.pdf.aspx?lang=en-CA>

**Secrets to Building Great Staff-Council Relationships**

Strong partnerships between Council and staff are a requirement to effective municipal management. Often the lack of harmonization is caused by lack of understanding and agreement on roles for both Council and staff. Both Council and staff members have a responsibility to recognize these issues and work to resolve them. This interactive session will discuss roles and responsibilities, the changing dynamics of council, sources of conflict and practical approaches.

**Key Takeaways:**

- Foster a sense of trust
- Know your roles-Council policy makers/Staff implements policy

**Link to Presentation:**

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/2A-Secrets-to-Building-Great-Staff-Council-Relationships.pdf.aspx?lang=en-CA>

## **Obligations Under the *Occupational Health and Safety Act*- focusing on workplace safety and on workplace violence and harassment**

The session focused obligations owed by a municipality to its workers under the *Occupational Health and Safety Act* including workplace violence and harassment.

### Key Takeaways:

- Joint Health and Safety Committees must have one worker member and one management member must be certified.
- Certification needs to be refreshed every three years
- Sign in sheets and a copy of the training material needs to be kept on file
- Procedures should use simple language

Link to Presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/2B-Obligations.pdf.aspx?lang=en-CA>

## **Council Orientation Overview**

The session presented formats for a number of successful Council Orientation programs and the tools needed to make Council Orientation a success.

Key points to be covered:

### Key Takeaways:

- Involve the senior team
- Make it fun
- Do something outside the box
- Start early

Link to presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/2C-Council-Orientation.pdf.aspx?lang=en-CA>

## **Managing Mental Health in the Workplace, “Getting Started”**

Participants learned how to make Mental Health and Mental Illness Education a priority in your municipality with cost effective ways to accomplish this.

### Key Takeaways:

- Duty to accommodate
- Mental Illnesses are **REAL** illnesses-individuals are sick not weak
- Over exposure to someone with mental illness can rub off on you
- EAP is an investment, not a cost

Link to Presentation:

<http://www.amcto.com/getattachment/Education-Events/Annual-Conference/2018-Annual-Conference/Conference-Program-and-Schedule/3A-Managing-Mental-Health.pdf.aspx?lang=en-CA>

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

Conference registration (2)	\$ 1,587.65
Mileage (2)	\$ 292.00
Meals	\$ 33.78
Accommodation (1 indiv 3 nights)	<u>\$ 411.48</u>
	\$2,324.91

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

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

Yes                       No                       N/A

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

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

*Karren Wallace, Clerk*  
*Cathy Conrad, Deputy Clerk*

*Michael Givens, CAO*

<b>KARREN WALLACE</b> <b>CLERK</b>	<b>MICHAEL GIVENS</b> <b>CHIEF ADMINISTRATIVE OFFICER</b>
<b>CATHY CONRAD</b> <b>DEPUTY CLERK</b>	



RECEIVED

MAY 16 2018

TWP. OF WELLINGTON NORTH

April 24, 2018

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

**RE: Invitation to join the "Preferred Autonomous Vehicles Test Corridor"**

Mayor & Members of Council:

I am writing to you today to invite you to be a part of OGRA's Municipal Alliance for Connected and Autonomous Vehicles in Ontario (MACAVO) initiative for controlled testing of Autonomous Vehicles (AVs). Under this initiative, we are calling for the creation of a seamless and well-coordinated "Preferred AV Test Corridor", stretching from Windsor to Ottawa. Through this initiative, our aim is to help attract (and retain) AV-related industry and talent in Ontario, which in turn can become a catalyst in helping provide unparalleled socio-economic benefits for all municipalities involved. A more detailed report of the initiative is attached.

OGRA is requesting the following call-to-action by municipalities in Ontario:

1. Identify One (1) municipal point of contact who will be responsible to spearhead all AV-related activities for your municipality, and:
2. Identify the Preferred routes within your municipality

We respectfully request that your council pass the following resolution:

*That the \_\_\_\_\_ of \_\_\_\_\_ participate in OGRA's Autonomous Vehicle initiative and that this matter be referred to staff to develop a list of preferred routes with the municipality.*

On behalf of OGRA thank you for your consideration of this request. Should you have any follow-up questions, please feel free contact myself or Fahad Shuja at [Fahad@ogra.org](mailto:Fahad@ogra.org).

Kind regards,

J. W. Tiernay  
Executive Director  
Ontario Good Roads Association  
E: [Joe@ogra.org](mailto:Joe@ogra.org)





# The Royal Canadian Legion

Fred Campbell V.C. Branch #134

140 King Street West

Mount Forest, Ontario

N0G 2L2

(519) 323-1570

123

June 4, 2018

Township of Wellington North

P.O. Box 125

7490 Sideroad 7 West

Kenilworth, ON

N0G 2E0

Dear Mayor Lennox Councilors:

This letter is to inform you that we would like to be put on the agenda for the council meeting. We at the Royal Canadian Legion, Mount Forest Branch 134, Would like to inform you of our involvement in the Mount Forest Fireworks Festival to be held at the Mount Forest Legion on July 20-22, 2018.

We will be placing a tent in our parking lot to host a licensed music/beer tent that will be enclosed and confined to a fenced off area. We will also be hosting a Motorcycle Show and Shine between the hours of 11:00 to 4:00 on Saturday July 21<sup>st</sup>.

Hours of security operations will commence on Friday July 20<sup>th</sup> at 3:00 p.m. and be continuous through to Sunday July 22<sup>nd</sup> at 12:00 a.m. The tent will be open to the public as follows:

Friday July 20 <sup>th</sup>	3:00 p.m. to 1:00 a.m.
Saturday July 21 <sup>st</sup>	11:00 a.m. to 1:00 a.m.
Sunday July 22 <sup>nd</sup>	12:00 p.m. to 12:00 a.m.

Thank you in advance for your co-operation regarding the above matter. Should you have any further questions and/or queries, please do not hesitate to contact me at anytime.

Yours truly,

Ken Thompson  
President

Event Coordinator Name: Axy Leighl

Name of Organization: The Friends of Bill

Address: 182454 Concession 12

Ayton, ON

N0G 1C0

Date: June 14<sup>th</sup>, 2018

Township of Wellington North Karren Wallace, Clerk  
125 Kenilworth, ON

P.O. Box

N0G 2E0 Dear Karren,

This is a letter of request asking that the Council of the Township of Wellington North declare the following Outdoor, Licensed Event an event of Municipal Significance. Please see details below:

NAME OF EVENT: Git Yer HillBilly On Ribfest

ORGANIZATION RESPONSIBLE FOR EVENT: The Friends of Bill Walker

PERSON RESPONSIBLE FOR ALCOHOL AT EVENT:

Axy Leighl on license but Lions will handle distribution at the bar

DAY TIME PHONE NUMBER OF PERSON RESPONSIBLE:  
519-665-7440

LOCATION OF EVENT: Mount Forest Sports Complex – east parking lot or the community hall if inclement weather.

**DATE(s) OF EVENT:**

Thursday July 19<sup>th</sup>, 2018

**START & END TIME ON LIQUOR LICENSE:**

6:00 p.m Thursday July 19<sup>th</sup> until 9:00 p.m. Thursday July 19<sup>th</sup>, 2018.

**LOCATION OF ALCOHOL AT EVENT:** East parking lot of the Mount Forest Sports Complex

**NUMBER OF ATTENDEES/DAY BRIEF DESCRIPTION OF EVENTS:** It will be an amateur rib competition to kick off the Fireworks Festival. Competitors are invited to finish ribs. We will be cooking the ribs in the ovens at the sports complex.

This will be a competition – we invite the public and a small team of “celebrity judges” to select winners of various categories. The idea is to promote a fun competition – proceeds will go to a charity like cancer patient service and / or youth sports.

We will offer a dinner plate for approximately \$15, along with two ribs only options: large (2/3 of a rack) for \$10 and small (1/3 of a rack of ribs) for \$5.

We will have a fenced in licensed area but it is a family event -- the competitors will be outside the licensed area. There will be live music in the family area – alongside the building. The live music will be amateurs – a country / bluegrass theme.

The licensed area to be fenced off is the southeast corner of the parking lot. Competitors will be on the grassy east border of the parking lot.

Bill Walker was an active member of the Mount Forest community. He passed away in August 2017 from cancer. This event is inspired by him.

Date: Thursday July 19th

Start Time: competitors will have access to the site at 4:00 p.m. to set up and start finishing their ribs. The public will have access from 6:00 p.m. until 9:00 p.m. Our volunteers will start in the a.m. with set up and cooking.

“A.Leigh” \_\_\_\_\_  
Signature

Date June 14<sup>th</sup>, 2018



# Mount Forest Lions Club

RECEIVED

JUN 11 2018

TWP. OF WELLINGTON NORTH

P.O. BOX 1054  
MOUNT FOREST, ONTARIO  
N0G 2L0

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

June 6, 2018

To: Mayor Lennox and Council Members

Re: **Mount Forest Lions Club and Mount Forest Fire Department**

On April 21, 2018 the Lions Club of Mount Forest hosted a Tribute Artist show in the community center at the Mount Forest Sportsplex as one of its fundraising projects. The evening was sold out and we had a very engaged and enthusiastic audience. The Tribute Artists actually requested permission to play some extra songs at the end of their performance. Overall, the evening was a successful event for the Club.

Part of the success of the evening is attributed to the great support we received from some of the local volunteer firefighters who acted as 'wait staff' serving guests seated at special sponsorship tables.

The Mount Forest Lions Club did express its thanks to these individuals at the event; however, thought it important for Council to be aware of our clubs' appreciation for this volunteer 'partnership', knowing that funds raised go back to supporting our community in many ways, including supporting equipment for our Wellington North Fire Department.

Yours in Lionism & Community Support

On behalf of Mount Forest Lions Club  
Lion Geri English  
Club Secretary

Cc: Dave Guilbault  
Chief, Wellington North Fire Services

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

**BY-LAW NUMBER 062-18**

**BEING A BY-LAW TO SET REMUNERATION FOR MEMBERS OF COUNCIL AND  
TO REPEAL BY-LAW 081-16**

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

1. That for the calendar years 2019, 2020, 2021 and 2022 Council members receive the following annual remuneration for attendance at Regular and Special Council, Committee, Ad Hoc, Committee of Adjustment, Court of Revision and Public meetings:

Mayor	\$27,000.00
Councillor	\$17,000.00

2. Remuneration shall be paid to the members of Council monthly and shall be paid by direct payroll deposit.
3.
  - a) Members are paid \$800.00 in November of each year to compensate for travel expenses within the municipality.
  - b) Members are paid a mileage rate of 50¢/km to compensate for travel expenses outside of municipality.
4. Each year during the term of Council, the remuneration amount for Mayor and members of Council shall increase by uniform percentage (%).
5. The formula to be used to determine this percentage (%) is the annual Stats Can Ontario CPI for the 12 months ended April 30 each year.
6. The % increase shall be effective July 1 each year.
7. If the formula in a given year, results in a negative percentage (%), the remuneration will remain the same as the previous year. In the following year the negative percentage (%) will be netted against the positive percentage (%).
8. Amounts shall be prorated in Year 1 of the Council term.

9. In June of 2022, Council shall, prior to the municipal election, consider and approve a revised Council remuneration By-law
10. This by-law shall come into force on and take effect on January 1, 2019.
11. That by-law 081-16 is repealed effective December 31, 2018

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 25TH DAY OF JUNE, 2018.**

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**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 063-18**

**BEING A BY-LAW TO APPOINT AN INTEGRITY COMMISSIONER  
FOR THE TOWNSHIP OF WELLINGTON NORTH AND ENTER  
INTO AN AGREEMENT FOR SERVICES.**

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

1. **THAT** Fasken Martineau DuMoulin LLP be appointed as the Integrity Commissioner for the Corporation of the Township of Wellington North;
2. **THAT** the Mayor and the Clerk of the Township are hereby authorized and directed to sign an Agreement for services with Fasken Martinueau DuMoulin in the form, or substantially in the same form of the draft Development Agreement attached hereto as Schedule 1.
3. **THAT** this By-law shall come into effect on February 28, 2019.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 25TH DAY OF JUNE, 2018.**

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

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



**SCHEDULE A  
INTEGRITY COMMISSIONER AGREEMENT**

THIS AGREEMENT dated the    day of    \_\_\_, 2018

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
(hereinafter referred to as the “Municipality”)**

- AND-

**FASKEN MARTINEAU DUMOULIN LLP  
(hereinafter referred to as the “Consultant”)**

**WHEREAS:**

- (A) On March 1, 2019, the date proclaimed by the Lieutenant Governor, Section 223.2 of the *Municipal Act, 2001*, as amended (the "Act"), is repealed and a new Section 223.2 substituted which provides that a municipality shall establish codes of conduct for members of the council of the municipality and of its local boards;
- (B) On March 1, 2019, the date proclaimed by the Lieutenant Governor, Section 223.3 of the Act is repealed and a new Section 223.3 of the Act authorizes the municipality to appoint an Integrity Commissioner who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all the following:
1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
  2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
  3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
  4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
  5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
  6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
  7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality’s codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

- (C) The Municipality is satisfied that the Consultant has the skills and ability to meet the foregoing criteria and deems it desirable to appoint Guy Giorno ("Giorno"), a partner in the Consultant, as the Integrity Commissioner to provide the services of "Integrity Commissioner for the County of Wellington", in accordance with Section 223.3 of the *Municipal Act*, and to investigate requests received by the Municipality pursuant to the Act respecting an alleged contravention of the Municipality's Code of Conduct for Members of Council;

**NOW THEREFORE**, the parties agree as follows:

1. Services: The Municipality hereby appoints Giorno as Integrity Commissioner and retains the Consultant to provide Integrity Commissioner services for the purposes of the new Section 223.3 of the *Act* and the Consultant agrees to provide such services for and at the request of the Municipality and accepts such retainer. The parties acknowledge that the Municipality has appointed Giorno as Integrity Commissioner and that, unless the Municipality by resolution approves, the Consultant has no right to replace him.
2. Duties: The duties of the Consultant shall be to perform in an independent manner any functions assigned by the municipality with respect to any or all of the areas identified in Recital B above in accordance with the provisions of the Act. In performing such duties, the Consultant shall have the powers set out in the new Sections 223.3 and 223.4 of the *Act*.
3. Fees:  
Hourly Rate: The Consultant shall be paid a fee of THREE HUNDRED DOLLARS (\$300.00) per hour plus applicable taxes during such time as the Consultant is performing services under this Agreement. Provided always that if the Consultant is providing services as Legal Counsel in court proceedings, the Consultant's hourly rate to be negotiated between the parties will apply. The Consultant agrees such rate shall be charged only for such time that the Consultant is actively providing services and preparing and presenting the Integrity Commissioner's report with respect thereto. The Consultant would be entitled to be reimbursed other reasonable received expenses related to his duties, including food, hotel and travel costs.
4. Term: The term of this Agreement (the "Term") is for a four (4) year term commencing February 28, 2019 and ending on December 31, 2022 unless renewed and/or extended by agreement of all the parties. The Consultant or the Municipality shall give at least 30 days written notice prior to the end of the Term of their intent not to renew this Agreement if such renewal were to be available.
5. Termination: Either party, without liability, cost or penalty may terminate this Agreement for any reason and at any time without penalty upon giving (30) days written notice.
6. Taxes: All amounts payable to the Consultant shall be paid without deduction. The Consultant shall be responsible for any contributions imposed or required under employment insurance, health tax, social insurance, income tax laws, Worker's Compensation (if elected to enrol), pension with respect to any amounts paid to the Consultant. The Municipality assumes no obligation or liability as between the parties to this Agreement to deduct or remit any statutory or government remittances.

7. Independent Contractor: The Consultant is a contractor independent of the Municipality. Nothing herein shall be interpreted to create a relationship of employer/employee, partnership, franchise, agency or joint venture or other like arrangement.
8. Delegation:
- a. Delegation inside the Consultant: In the event more than one investigation is required at any one time, Giorno may determine that it is necessary to delegate some or all of his powers and duties, then he may do so in writing to any person employed by the Consultant. Such person shall always be under the supervision and direction of Giorno. Such delegation shall not be a member of council or staff of any Municipality and shall not result in any additional costs or fees to the Municipality. Invoices shall be rendered by the Consultant and payments made to the Consultant and the Consultant shall otherwise be responsible for the fees and disbursements of any of his delegates.
  - b. Delegation outside the Consultant: If due to recusal to avoid a perceived conflict of interest or for other reasonable cause for recusal, Giorno delegates powers or duties to an individual who does not belong to Consultant then Giorno shall make best efforts to identify a delegate who will agree to discharge the powers or duties for the fees set out in section 3 of this Agreement and agree in writing to accept the terms and conditions of this Agreement. Consistent with the recusal, such delegate shall report directly to the Municipality and Council and invoice the Municipality directly.
  - c. Approval: Consistent with the statutory independence of the Integrity Commissioner, for a delegation under subsection 223.3(3) of the *Municipal Act* the Municipality's approval is not required.
9. Confidentiality: The Consultant shall at all times be responsible for keeping confidential, any files, data and other forms of information belonging to the Municipality that is encountered while fulfilling work within this Agreement. The Consultant shall take all necessary measures to guard any such information to ensure that it is kept secure at all times. The foregoing obligations shall not apply to information which (i) shall have otherwise become publicly available other than as a result of disclosure by the Consultant in breach hereof, (ii) was disclosed to the Consultant on a non-confidential basis from a source other than the Municipality, which is not prohibited from disclosing such information as a result of an obligation in favor of the Municipality, (iii) is developed by the Consultant independently of, or was known by the Consultant prior to, any disclosure of such information made by the Municipality, or (iv) is disclosed with the written consent of the Municipality.

A receiving party also may disclose confidential information to the extent required by an order of a court of competent jurisdiction, administrative agency or governmental body, or by any law, rule or regulation, or by subpoena, summons or other administrative or legal process, or by applicable regulatory or professional standards, or in connection with any judicial or other proceeding involving the Consultant and the Municipality relating to the Consultant's services for the Municipality or this Agreement.

Should it be necessary to remove information, or systems which contain information, from County premises, the Consultant will take additional precautions during transportation and at the Consultant's premises to make certain that the information is

not accessed by or transmitted to a third party, either directly or indirectly. The Consultant, employees of the Consultant and shall not view information contained on any system that is not absolutely necessary in order to complete the task assigned. Further they shall not copy, share or transmit any of the Municipality's information, without seeking the written consent of the Municipality.

This clause shall not limit the right of the Municipality or other party to seek remedy via any municipal, provincial or federal legislation guarding against the release of private or sensitive information.

10. Transparency: The Municipality shall make Giorno's reports to Council publicly available and easily accessible on its Website. The Municipality shall also post Giorno's contact information on the same section of its Website.
11. Legal Services, Independence and Conflict of Interest
  - a. The parties confirm that the services covered by this agreement, except as lawfully delegated under subsection 223.3(3) of the *Municipal Act*, will be provided by the Consultant through Giorno in his capacity as a lawyer and other professionals within the Consultant working under his supervision.
  - b. The Consultant and Giorno will, inside the Consultant law firm, create a "confidentiality wall" so that only the those professionals within the firm working the Municipality's Integrity Commissioner files have access to such information related to the Municipality.
  - c. The Municipality confirms, agrees and consents that the appointment of Giorno and this Agreement with the Consultant do not prohibit Giorno from acting as Integrity Commissioner for other municipalities both inside and outside the County of Wellington.
  - d. The Municipality understands, agrees and confirms that Giorno is not the Municipality's lawyer and the Consultant is not the Municipality's law firm.
  - e. The Municipality understands that an Integrity Commissioner must exercise functions independently of the Municipality and of Council. Giorno is appointed and the Consultant is engaged only to provide integrity commissioner services under the *Municipal Act* and the Code of Conduct. The Municipality understands and accepts the Giorno and the Consultant do not represent the Municipality or the Council, and Giorno and the Consultant do not represent and do not advance the interests of the Municipality and the Council.
  - f. The Municipality confirms, agrees and consents that the appointment of Giorno and this Agreement with Consultant do not prohibit the Consultant from accepting from another client a mandate that is adverse to the interests of the Municipality, provided that all of the following conditions are satisfied: Giorno does not act in the other mandate; no one else providing services under this agreement acts in the other mandate; the other mandate is unrelated to Integrity Commissioner services; and Consultant possesses no confidential information obtained in the course of providing services under this Agreement that is relevant to the other mandate.

- g. A mandate that satisfies the conditions in paragraph f, above, does not constitute a conflict of interest, either actual or potential, and does not require notice to the Municipality or provide cause to terminate the appointment or this agreement.
12. Binding: This Agreement shall enure to the benefit of and bind the parties and their respective heirs, successors and permitted assigns.
13. Indemnification: The Municipality agrees to indemnify and save harmless the Consultant, its agents and assigns, from and against any and all liabilities, losses, suits, claims, demands, damages, expenses, costs (including all legal costs), fines and actions of any kind or nature whatsoever arising out of or in connection with the Consultant's provision of services and carrying out of its duties including, but not limited to, any alleged breach of this agreement, any procedural defect or other breach of relevant statutory provisions.
14. Applicable Laws: This Agreement shall be construed and enforced in accordance with, and the rights of the parties shall be governed by, the laws of the Province of Ontario.
15. Entire Agreement: This Agreement contains the entire agreement between the parties and supersedes all previous negotiations, understandings and agreements, verbal or written with respect to any matters referred to in this agreement.
16. Notices: Any notice required to be given by the parties to each other under this Agreement will be sufficiently given if delivered or if sent by prepaid registered mail as follows:

The Municipality:           The Corporation of the Township of Wellington North  
                                       7490 Sideroad 7 West Box 125  
                                       Kenilworth ON N0G 2E0

The Consultant: Fasken Martineau DuMoulin LLP  
                                       333 Bay Street, Suite 2400  
                                       Toronto, ON M5H 2T6

or to such other address as any of them may indicate in writing.

Any notice given hereunder by prepaid registered mail will be deemed to have been received on the 5<sup>th</sup> day after depositing such notice with a post office.

17. Assignment: A party shall not assign this Agreement without the prior written consent of the other parties, which consent may be withheld in their absolute discretion. A delegation of powers or duties by Giorno under the *Municipal Act* does not constitute an assignment of this Agreement.

- 18. Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts may be executed either in original or faxed form and the parties adopt any signatures received by receiving fax machine as original signatures of the parties.

IN WITNESS HEREOF each of the parties hereto have set its hand and seal as of this day of June, 2018.

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON  
NORTH

\_\_\_\_\_  
Andrew Lennox, Mayor

\_\_\_\_\_  
Karren Wallace, Clerk

The Consultant hereby accepts and agrees to the terms and conditions herein contained.

DATED: \_\_\_\_\_, 2018

\_\_\_\_\_  
WITNESS:

\_\_\_\_\_  
Consultant

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

**BY-LAW NUMBER 064-18**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON JUNE 25, 2018.**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

**NOW THEREFORE** the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS**:

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on June 25, 2018 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 25TH DAY OF JUNE, 2018.**

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**ANDREW LENNOX,  
MAYOR**

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**KARREN WALLACE,  
CLERK**