



# Township of Wellington North

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

## Regular Meeting of Council

Monday, July 15, 2013

Following Public Meeting

Municipal Office Council Chambers, Kenilworth

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TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING MINUTES

Friday, June 14, 2013

The Public Meeting was held Friday, June 14, 2013, 9:30 a.m. at the Township of Wellington North Council Chambers, Kenilworth to consider amendments to the Development Charge By-law for the Township of Wellington North.

Present:

Mayor: Raymond Tout  
Councillors: Sherry Burke  
Mark Goetz  
Andy Lennox  
Dan Yake

Also Present:

Acting CAO - Treasurer: Mike Givens  
Deputy Clerk: Catherine More  
Executive Assistant: Cathy Conrad

(A) CALLING THE MEETING TO ORDER

Mayor Tout called the meeting to order.

(B) DECLARATION OF PECUNIARY INTEREST

- None reported

(C) OPENING REMARKS/PURPOSE OF PUBLIC MEETING

The purpose of this public meeting was to consider the Development Charge By-law for the Township of Wellington North and the Development Charge Background Study prepared by Watson & Associates Economists Ltd. dated May 30, 2013.

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(D) PRESENTATION OF BACKGROUND STUDY – PROPOSED POLICIES AND DEVELOPMENT CHARGE

Gary Scandlan, Associate Director, Watson & Associates Economists Ltd.

- Opening Remarks

Consultant Gary Scandlan outlined the purpose and the format of the Public Meeting. The meeting was held in accordance with the Development Charges Act.

- Presentation of Proposed Development Charge Policies and By-law

Mr. Scandlan outlined the mandatory steps followed during the study process and explained that Council will consider the proposed by-law at the next regular Council meeting.

Development charges are imposed to recover the capital costs associated with residential and non-residential growth within the township. The Development Charges Act empowers municipalities to impose these charges.

There are limitations on services. Development Charges may not provide for parkland acquisition, municipal halls, tourism, arts/culture facilities, museums, solid waste service, hospitals, vehicles and equipment with an average life of less than 7 years, or computer equipment.

Mr. Scandlan presented an overview of the Development Charges Act and the process. The amount, type and location of growth are identified as well as the servicing needs to accommodate growth. The capital costs to provide services to meet the needs are also identified. Deductions are made for grants, subsidies and other contributions, the benefit to existing development, a statutory 10% deduction for soft services, amounts that are in excess of 10 year historic service calculation and where applicable, Development Charge Reserve Funds. Net costs are then allocated between residential and non-residential benefit. Net costs divided by growth to provide the Development Charge.

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Mandatory exemptions include industrial building expansions, which may expand by 50% with no Development Charge, adding up to 2 apartments for a single as long as the size of the home doesn't double, adding one additional unit in medium and high density buildings, and upper/lower tier governments and school boards.

Discretionary exemptions reduce, in part of whole, development charges for types of development or classes of development (e.g. industrial or churches), may phase-in over time, and redevelopment credits to recognize what is being replaced on site (not specific in the Act but provided by case law). Most municipalities provide a 4 or 5 year time frame.

The current Wellington North Development Charges By-law includes exemptions for bona fide farms, places of worship, hospitals, North Wellington Healthcare Corporation, and accessory buildings and structures.

Part of the development charge process defines what is included in the development charge and what a developer is responsible for. Developers are generally responsible for water and wastewater connections to trunk mains and pumping stations to service specific areas; storm water management quality and quantity works, including downstream or adjacent erosion works; and internal roads, sidewalks, streetlights and private entrances. The relationship between needs to service growth vs. funding are reviewed.

The 2013 development charge forecast is based upon the County of Wellington Forecast for the Township and provides for population increase, residential unit increase and non-residential gross floor area increase.

Services considered include municipal wide services such as parks, recreation, fire protection, administration and roads and related services; and urban services such as wastewater and water.

Mr. Scandlan reviewed the summary of calculated charges, the proposed charges by type and a comparison of current, calculated and proposed charges.



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- Questions from Members of Council

Councillor Lennox clarified that the Development Charges Act allows for the creation of a model for growth.

Mr. Scandlan explained that all studies calculate the maximum. However, municipalities do not need to implement the maximum. Water and wastewater services have to be provided as per provincial standards.

Mayor Tout commented that the Growth Forecast shows signs of growth in Wellington North and increased growth of population in our area.

- Deputations and Questions from the Public

Brad Schwindt, Schwindt Building Contractors, Mount Forest, questioned why there are no development charges for the agricultural sector.

Mr. Scandlan explained that five years ago the Council of the day did impose development charges on agricultural development. Due to a large response Council amended the by-law and removed development charges on agricultural buildings. Council of the day has decided to continue with that policy.

Councillor Yake stated that the decision at that time was based on lack of consultation with the agricultural sector. The development charges were put in place without discussion. A public meeting was held to discuss the development charges relating to agricultural development.

Mr. Scandlan provided that a survey of municipalities shows the policy is consistent and approximately 90 to 95% of municipalities do not impose development charges on agricultural buildings.

Mayor Tout commented that Wellington North has not industrialized into the factory farm; however, he felt that a few years down the road that will change.

Mr. Schwindt stated that development charges are all coming from residential and that Council is missing out by not having agricultural development charges.

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Mayor Tout commented that the agricultural sector has exemptions from other things, such as lower taxes on farmland.

Joanne Aitken, Mount Forest stated that factory farms are already happening and asked if development charges could be phased in for larger operations.

Dan Cotton, Arthur, agreed with Mrs. Aitken. He felt that the larger barns need more fire protection and the trucks going to and from the farm are bigger and harder on the roads. He added that Council is expecting to see development charges come out of the urban areas. The "Mom and Pop" farms are okay; but, the large farms need to pay development charges.

Jim Hewson, Mount Forest, asked if buildings used for welding shops or repair shops on agricultural land pay development charges.

Mayor Tout explained that if it is a commercial use they pay development charges. If it is not producing food it is not agriculture.

Mr. Scandlan further explained that if it is used for the farm they would not be charged. If it is not for the farm they would be charged for the commercial use.

Ivan Armstrong, Ivan Armstrong Trucking, Arthur, questioned why they can't do the same with agriculture as they have done with houses and phase development charges in, farms generate revenue.

Councillor Goetz commented that there is a difference between cash crop farms and those that use buildings. Cash croppers are not building; they tend to tear down buildings. There are very few factory farms in Wellington North. We would be targeting two different areas.

Mr. Cotton stated that there is a large farm close to him that was built in three stages and more will be built. There are farmers that are running 1,000 acres that build driving sheds. That would still be some money. He was at the meeting held in Arthur a few years ago for the agricultural sector and felt that Council had been overwhelmed.

Mayor Tout commented that there is a small number of factory farms but that will probably increase in eight to ten years. It will have to be addressed in the next review.

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Mr. Cotton stated that because of urban sprawl in other areas there are people who want to farm and are moving here.

Councillor Lennox commented on issues not yet discussed. Regarding the issue of competitiveness – do we want to put farms at a disadvantage? The schedules look at development charges and the cost of growth. We are not increasing roads, fire or parks. None of those services are required on a barn like they are required for houses. Farm houses have the same development charges as a house in town.

Mr. Schwindt stated that it would be similar to storage units in the urban area.

Councillor Lennox commented that a storage unit would have more traffic.

Mrs. Aitken asked if any of the costs are being charged through municipal taxes. Municipal taxes have increased more over the past couple of years.

Mayor Tout explained that taxes went up by 4%. Some was for the cost of services. A percentage goes to various services. The previous Council would have had development charges at \$24,000. This Council has decreased development charges.

Mrs. Aitken stated that some builders have left town and gone to Durham. Wellington North development charges are almost as high as Fergus and Orangeville; but, we don't have the same to offer. There are no big box stores or fitness services here. Mrs. Aitken felt we should not be lumped in with Fergus, Guelph and Toronto. Mapleton and Minto have lower development charges.

Mayor Tout explained that development charges in Guelph are \$30,000. We may not have as many services to offer but our development charges are \$14,000. He asked if Mrs. Aitken had compared taxes.

Mrs. Aitken felt that the taxes should be more and the development charges less. Builders have to pay the development charges and then end up having to take a cut because the market is not sustaining the increases. Other municipalities have found a balance, why can't Wellington North? There is an increase in housing to the south because you get more services for your money. Building is down in Wellington North. She felt there are other ways to get money to cover these costs

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Mayor Tout commented that building is down all over. There are a lot more factors to it than development charges

Mr. Schwindt urged Council to look at the public meeting held last time development charges were reviewed. The meeting was held at the Kenilworth Public School with many more people attending than those present now. The number of builders is down. Next time there will be even fewer.

Mayor Tout stated that there are more contractors that could have been at this meeting but were not.

Mr. Armstrong stated that there may only be a couple of factory farms but there are only a couple of warehouses. He asked if this was an amendment or a new by-law. He also asked if this meant that he could build 50% more of a building.

Mayor Tout explained that it is a new by-law and that the Development Charge By-law must be reviewed every five years.

Mr. Scandlan further explained that the 50% exemption is for adding onto the existing building. It must be an actual expansion of the building, not a new building. The by-law has been set up so it isn't in perpetuity. The 50% expansion is one time only, you can't keep increasing with additional add ons.

Darren Jones, Chief Building Officials, added that the 50% expansion does not have to do with the by-law. You cannot add on another 50% after a new by-law is passed in five years.

Arnold Deboer asked if Mr. Scandlan does studies for Durham and Hanover. Those municipalities have water and sewer, are they using taxes?

Mr. Scandlan stated that if they are not collecting development charges they are using taxes. Municipalities have to find a balance between development charges and taxes.

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Councillor Lennox explained that if we don't need to add services we don't need development charges. It is possible that some municipalities may already have excess services. In Wellington North we need to invest major dollars in infrastructure to have growth. Other municipalities may be able to have growth without development charges.

Mayor Tout added that water and sewer services are mandated by the province and must be self sustaining. Those services cannot come out of taxes. Mount Forest has grown and needs another supply of water. Five years ago a new wastewater treatment plant was built. Arthur needs a new plant as it is at capacity. These things will cost millions to allow for growth.

Mr. Deboer cautioned that we need to be careful when comparing Wellington North to others, such as Fergus and Orangeville. Basically, the builders have to pass on the cost to the end user.

Mayor Tout responded that builders are building where they are because they are making money. Commuting has increased.

Jens Dam, Moorefield, questioned where the numbers came from. At an OMB hearing the vice chair questioned the reductions. Was there a 40% reduction of services because of the 40% reduction in Development Charges? What is being passed on to tax payers? How much should be passed on to tax payers?

Mr. Scandlan explained that the costs are deemed by engineering costs. Council looks at standards and the province mandates some service levels. A process was followed to determine the level of services. Based on discussions they came up with the proposed figure of \$15,000.

Mr. Scandlan stated that in 2008 we had different economic times and the study reflected the perspective of the Council of the day, they had a different vision. This study is the current Council's perspective. Council looks at capital projects, how much is needed and when, they determine the level of service they want to provide.

Mayor Tout commented that previously the economic times showed higher growth. With the economic downturn there will not be as much of an increase.

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Mr. Dam stated that development charges are for growth. If there is no growth the current by-law is false.

Mr. Scandlan explained that the development charges were sanctioned by the OMB and the current by-law is legal.

Jim Coffey, Arthur, asked if there will be any room for expansion at the Arthur sewer plant as there are currently only 11 uncommitted units. Mr. Coffey asked how much money is in the development charge reserve fund.

Councillor Lennox commented that we may not have money in the bank but the Development Charges Act allows us to go ahead and use future development charges. There is a firm looking at an environmental assessment in Arthur. We may be able to expand one part of the plant now to allow for expansion and another later on.

Mike Givens, Treasurer, provided that there is 1.3 million in the Development Charge Reserves for all services.

Councillor Lennox explained that development charges can only be used for growth related infrastructure. If a water tower needs to be replaced that money cannot come from development charges. If we replace the current tower in Mount Forest with a bigger tower the expansion could be paid from development charges.

Mayor Tout commented that when the water tower was built it was built with the future in mind.

Mr. Scandlan stated that infrastructure always has to be built in advance for growth. Council may have to incur debt to provide the service and may have to add it on to water rates. Council takes the risk in providing the service for future growth.

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Mayor Tout thanked Mr. Scandlan for his report and work on the study. He hoped that we will see continued growth. Major issues needing to be addressed are the sewer in Arthur and water tower in Mount Forest. Concepts have changed, factories now follow people, whereas previously people followed factories.

- Written Submissions – none received

**(E) CLOSE PUBLIC MEETING**

Meeting adjourned at 11:30 a.m.

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DEPUTY CLERK

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MAYOR

# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

The Public Meeting was held Monday, June 17, 2013 at 7:00 p.m. at the Township of Wellington North Council Chambers, Kenilworth to consider three Zoning Amendment applications.

**Present:**

**Mayor:** Raymond Tout  
**Councillors:** Sherry Burke  
Mark Goetz  
Andy Lennox  
Dan Yake

**Also Present:**

**Acting C.A.O.:** Mike Givens  
**Deputy Clerk:** Catherine More  
**Executive Assistant:** Cathy Conrad  
**Township Planner:** Linda Redmond  
**Planner:** Jameson Pickard

**Mayor Tout called the meeting to order. (7:11 p.m.)**

**Declaration of Pecuniary Interest:**

None declared.

**Owner/Applicant: Sonia and Ricardo Aguirre**

**Location of the Subject Land**

The property subject to the proposed amendment is described as Part of Lot 27, Concession 5 with a civic address of 8619 Concession 6 South. The property is 40.46 hectares (100 acres) in size.

**The Purpose and Effect of the Application**

The purpose and effect of the proposed amendment is to rezone the subject lands to restrict any future residential development on the agricultural, "severed" portion of the property. Additionally relief from the zoning by-law is required for over-sized accessory buildings on the retained portion – three sheds with a combined area of (2,030 sq.ft.). This rezoning is a condition of severance application B72/12 under the surplus farm dwelling policies that was granted provisional approval by the Wellington County Land Division Committee March 14<sup>th</sup>, 2013.

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Please note – Section 34 (12) of the Planning Act.

Information – At a meeting under subsection (12), the Council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the Council with oral submissions at a public meeting or written submissions before a By-law is passed.

1. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 23, 2013.
2. Presentation by:

Linda Redmond, Senior Planner, reviewed her comments dated June 6, 2013.

The zoning amendment is required as a condition of provisional consent (B72/12) by the Wellington County Land Division Committee. The Planning Department had no objections to implementing this decision. Both the Provincial Policy Statement and County Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future residential dwellings. 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.

Additional zoning relief is also required for the existing accessory structures on the retained residential parcel. The applicant would like to retain the three sheds which have a combined floor area of 2,030 ft<sup>2</sup>, for personal use, whereas 1,300 ft<sup>2</sup> is permitted. Council should be satisfied that the accessory buildings are intended for personal use and not for commercial purposes.

The subject land is legally described as Part Lot 27, Concession 5 with a civic address of 8619 Concession 6 South. The land is approximately 40.46 hectares (100 acres) in size.

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The purpose of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property and to address the oversized sheds on the residential portion of the subject lands. This rezoning is a condition of severance application B72/12, that was granted provisional approval by the Wellington County Land Division Committee on March 14, 2013. The consent will sever the existing farm dwelling and accessory buildings (1.62 ha. (4 ac) from the remainder of the agricultural parcel 38.4 ha. (95 ac).

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the Provincial Policy Statement provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

Under the Wellington County Official Plan the subject lands are designated PRIME AGRICULTURE and CORE GREENLANDS. This application is required as a result of a severance application. Section 10.3.4 of the Official Plan implements the Provincial Policy Statement and requires that the remnant parcel be rezoned to prohibit dwellings.

Section 10.3.4 of the Official Plan states:

“A severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

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

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

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The subject lands are zoned Agricultural (A) and Natural Environment (NE). There will be two site specific zones required on the subject lands. The first site specific will prohibit a dwelling on the 95 acre agricultural parcel and the second one will address the accessory structures on the 4 acre residential parcel.

As a result of the severance, the residential dwelling would be considered the main use and the existing accessory structures would be reviewed under section 6.1 as accessory uses to a residential dwelling. In this case there are three sheds with a combined floor area of 2,030 ft<sup>2</sup>, which exceeds the allowable ground floor area of 1,300 ft<sup>2</sup>. (Section 6.1.4 ii).

3. Review of Correspondence received by the Township:

- Nathan Garland, Resource Planner, GRCA
  - No objection

4. The by-law will be considered at the Regular Council Meeting following the public meeting. Mayor Tout asked those wishing to receive further notices regarding this application to make their request in writing.

5. Mayor Tout opened the floor for any questions/comments.

Angela Alaimo, agent for the Applicant, was present to answer any questions. Ms. Alaimo explained that they had appeared at an earlier Council meeting regarding removal of the barn. They are now requesting rezoning. The remaining buildings will be for personal use only.

6. Comments/questions from Council.

None.

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**Owner/Applicant: 940749 Ontario Ltd.**

The location of the subject land is described as Part Lot 37, Part 5, RP 60R1443, and is municipally known as 8021 Highway 109, Arthur. The area of the property subject to the amendment is approximately 2.52 acres.

The purpose and effect of the amendment is to rezone a portion of the property from Agricultural (A) and Highway Commercial (C2) to a site specific zone to permit the development of a Mini Storage Facility.

Please note – Section 34 (12) of the Planning Act.

(12) Information. – At a meeting under subsection (12), the council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the council with oral submissions at a public meeting or written submissions before a By-law is passed.

7. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 23, 2013.

8. Presentations by:

Linda Redmond, Senior Planner, reviewed her comments dated June 6, 2013.

This zoning by-law amendment would allow for a Mini Storage Facility on the subject lands.

The parcel is currently zoned Agricultural (A) and is located within the built boundary of Arthur. The lands subject to the amendment are also in an area of mainly highway commercial uses, close to the intersections of Highway 6 and 109.

Based on the policy direction of the Official Plan and the intent of the zoning by-law related to the uses permitted within the highway commercial zone, the mini-storage facility would be an appropriate use under the commercial zoning category.

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# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

### Page Six

It is staffs opinion that the proposed site specific commercial zoning would be more compatible then the current agricultural zoning, with the surrounding area. Additionally, with the C2 zoning category, it is possible that other future uses which are in keeping with the intentions of the Official Plan designation could be accommodated on the subject lands in the future and would not adversely affect the transition to other compatible uses in the future.

The subject land is legally described as Part of Lot 37, Concession 1 with a civic address of 8021 Highway 109. The entire property is approximately 9.0 ha (22.3 ac) in size and is under cultivation. The area subject to this rezoning is 1.0 hectare (2.5 acres) in size and is located within the Arthur Urban Boundary.

The purpose of the amendment is to rezone a portion of the subject property from Agricultural (A) to a site specific zone to permit the development of a Mini storage facility.

The area of the property subject to the zone amendment is considered to be within the settlement area of Arthur. Section 1.1.3.1 of the Provincial Policy Statement states that "settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted." Settlement areas are encouraged to include a mix of densities and land uses.

Under the Wellington County Official Plan the majority of the land subject to the amendment is designated HIGHWAY COMMERCIAL. Section 8.6.2 and 8.6.3 of the Highway Commercial area land use policies provide an opportunity for the development of commercial services that would service the travelling public; as well as provide sites for commercial uses that require large lots for storage and parking, which cannot be located in the downtown area. These sections also make reference to providing, on a limited basis, convenience facilities to serve the needs of the local residents. Development within the urban centers must have an adequate water supply and sewage disposal system available.

The subject lands are zoned Agricultural (A). The applicant is proposing to develop a mini storage facility, which would not be compatible with the Agricultural zoning currently in place. This application would rezone the lands to (C2) Highway Commercial exception zone permitting the storage facility. This zoning category would be in conformity with the Official Plan designation on the lands.

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# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

### Page Seven

Currently the zoning by-law places the use of a mini storage facility within the Industrial (M1) zone. The proposed use as described is not directly permitted within the C2 zone although it shares many of the same characteristics as other uses permitted under the Highway Commercial zone. The zoning by-law defines a mini storage facility as follows:

“Mini Storage facility, means a building containing separate, individual self-storage units divided from the floor to the ceiling by a wall with an independent entrance from the exterior of the building, designed to be rented or leased on a short-term basis to the general public for private storage of personal goods, materials and equipment; but shall not include the storage of hazardous chemicals, flammable substances or toxic materials.”

Many of the permitted uses in the (C2) Highway Commercial zone, specifically the Rental Outlet store, by nature allow for the storage and housing of equipment and materials on site, while also allowing for short term rental contracts to be entered into by the general public. Based on the policy direction of the Official Plan and the intent of the zoning by-law related to the uses permitted within the highway commercial zone, the mini-storage facility would be an appropriate use under either the Industrial or Commercial zoning category.

The applicant has also filed a consent application to sever the property concurrent with this rezoning application. The proposed severance pertains to the same area that this rezoning application deals with and will divide the area proposed for the mini storage facility from the remainder of the lands. The proposed severance location also aligns with the Arthur Urban Boundary and the land within the Prime Agricultural area. The severance application will be heard at the July 25<sup>th</sup>, 2013 Wellington County Land Division Committee meeting.

9. Review of Correspondence received by the Township:
  - Pasquale Costanzo, Engineering Technologist, County of Wellington Engineering Services
    - No objection
  - David Secord, corridor Management Planner, Ministry of Transportation
    - Requests deferral of the application pending a Traffic Impact Study

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# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

### Page Eight

#### 9. Review of Correspondence received by the Township: (continued)

- Tom Ristov
  - Concerns regarding amendment
- MTO
  - Requesting application be deferred until an updated Traffic Impact Study is completed.

10. 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.

11. Mayor opens floor for any questions/comments.

Jim Coffey, applicant, was present to answer any questions. He stated that R.J. Burnside is the engineer and expects to have the traffic study in the next two weeks.

Tom Ristov, 7061 Hwy. 6, Arthur, questioned if zoning as highway commercial was the best use of this land. Other development in the area, such as Tim Horton's and Union Burger, has created jobs. A mini storage facility does not create jobs. Mr. Ristov did not feel this was the best place for storage units. Storage units should be located in an industrial area. For tax purposes, retail vendors would create more taxes. Land cannot be recreated and we need to use it properly. There has been other interest in this property, such as a site for the O.P.P. He stated that he doesn't want to stop development but feels that job creation and taxes should be looked at when considering development.

Mayor Tout commented that Mr. Ristov was right about the O.P.P. being interested in the site previously; but, that use would not have generated taxes either. Some places have storage units located in industrial areas. A commercial use will pay higher taxes than agricultural. The main interest in that property was that we were pushing for the O.P.P. MTO holds a lot of the cards in their hands and are waiting on the traffic studies regarding traffic congestion. Mayor Tout stated that growth is good in his eyes. A storage facility will benefit the municipality with higher taxes as commercial rather than agricultural.

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# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

### Page Nine

12. Comments/questions from Council.

Councillor Lennox asked if the applicant was okay with the deferral suggested by MTO.

Mr. Coffey stated that he respects the MTO request and is prepared to wait until they are satisfied.

### **Owner/Applicant: Earl and Anne Schneider**

The location of the subject land is described as Part of Lot 1, Concession 11 with a civic address of 8026 Line 10. The property is 35.1 hectares (86.73 acres) in size.

The purpose and effect of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural, "retained" portion of the property. This rezoning is a condition of severance application B118/12 under the surplus farm dwelling policies that was granted provisional approval by the Wellington County Land Division Committee December 6<sup>th</sup>, 2012.

Please note – Section 34 (12) of the Planning Act.

(12) Information. – At a meeting under subsection (12), the council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the council with oral submissions at a public meeting or written submissions before a By-law is passed.

13. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 23, 2013.



TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

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14. Presentation by:

- Jameson Pickard, Junior Planner, reviewed his comments dated June 6, 2013.

The zoning By-law amendment is required as a condition for application (B118/12) which was granted provisional consent December 6<sup>th</sup>, 2012 by the Wellington County Land Division Committee. The Planner had no objections to implementing this decision. Both the Provincial Policy Statement and County Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future residential dwellings. 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.

MDS relief is not being sought through this rezoning application for the existing barn and accessory structure on the retained agricultural parcel. The applicant has agreed to remove these buildings to achieve compliance with the MDS 1 requirement.

The subject land is legally described as Part Lot 1, Concession 11 with a civic address of 8026 Line 10. The land is approximately 36 hectares (88.9 acres) in size.

The purpose of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural portion of the property. This rezoning is a condition of severance application B118/12, that was granted provisional consent by the Wellington County Land Division Committee in December 6<sup>th</sup>, 2012. The consent will sever the existing farm dwelling 0.5 ha. (1.2 ac) from the remainder of the agricultural parcel 35.5 ha (87.7 ac) and accessory structures.

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the Provincial Policy Statement provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, June 17, 2013

### Page Eleven

Under the Wellington County Official Plan the subject lands are designated PRIME AGRICULTURE. This application is required as a result of a severance application. Section 10.3.4 of the Official Plan implements the Provincial Policy Statement and requires that the remnant parcel be rezoned to prohibit dwellings.

Section 10.3.4 of the Official Plan states:

“A severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

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

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

The subject lands are zoned Agricultural (A). The attached draft by-law places a site specific exemption to prohibit a dwelling on the 87.7 acre agricultural parcel.

#### 15. Review of Correspondence received by the Township:

- Nathan Garland, Resource Planner, GRCA
  - No objection
- Pasquale Costanzo, Engineering Technologist, County of Wellington Engineering Services
  - No objection

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TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

Monday, June 17, 2013

Page Twelve

15. Review of Correspondence received by the Township:
  - Craig and Yvonne Boardman, 9309 Wellington Road 14, Conn, ON
    - Support the change
  - Erik Downing, Environmental Planning Coordinator, Saugeen Conservation
    - No objection
  
16. 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.
  
17. Mayor opens floor for any questions/comments.

The applicants were present to answer any questions. They did advise Council that the barns have been removed.
  
18. Comments/questions from Council.

None.
  
19. Adjournment 7:33 p.m.

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DEPUTY CLERK

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MAYOR

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Following Public Meeting 7:34 p.m.

Members Present:

Mayor: Raymond Tout  
Councillors: Sherry Burke  
Mark Goetz  
Andy Lennox  
Dan Yake

Also Present:

Deputy Clerk: Catherine More  
Executive Assistant: Cathy Conrad

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

A. CALLING THE MEETING TO ORDER

Acting Mayor Burke called the meeting to order.

B. O' CANADA

C. PASSING AND ACCEPTANCE OF AGENDA

Moved by: Councillor Goetz  
Seconded by: Councillor Burke

THAT the Agenda for the June 17, 2013 Regular Meeting of Council be accepted and passed with the deletion of:

CLOSED MEETING SESSION

1. "Legal" matter

Resolution Number: 1

Carried

D. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Two

E. MINUTES

1. Regular Meeting of Council, June 3, 2013

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT the minutes of the Regular Meeting of Council held on June 3, 2013 be adopted as circulated.*

Resolution Number: 2

Carried

F. BUSINESS ARISING FROM MINUTES

None

G. DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS

1. Mount Forest Kin Club Representatives  
Re: Presentation of Final Contribution towards the Inflatable Fire Escape House

Several members of the Kin Club attended the Council meeting to present the final payment for the purchase of the Inflatable Fire Escape House. Jason Benn, Fire Prevention Officer had approached the Kin Club a couple of years ago regarding the purchase of the house to aid in fire plan education. With the Township's financial support the Club was able to fulfill this need. The Kin Club was pleased that they were able to make this final payment one year earlier than they had anticipated.

Mayor Tout thanked the Kin Club for their donation and commented that it is proof of partnerships between community and Council.

Fire Chief Jeff Dahms and Fire Prevention Officer Jason Benn also expressed their thanks for the donation of the inflatable fire escape house. The house is an important educational tool. Approximately 13,177 people have gone through the house in the past one and a half years. Many fire safety plans have been developed as a result. The Fire Department is very thankful to the Kin Club for their donation.

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THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Three

G. DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS  
(continued)

2. Presentation of Fire Prevention Officer Diploma to Jeff Dahms, Fire Chief

Mayor Tout presented Jeff Dahms, Fire Chief with his Fire Prevention Officer Diploma from the Ontario Fire College. The Fire Prevention Officer Diploma Program is a comprehensive education/training program that supports the Ontario Fire Prevention Officer Standards and the professional enforcement of the Ontario Fire Code. The 17 courses of the program provide a strong academic base from which fire prevention officers can deliver effective and efficient fire prevention and public education services. Mayor Tout congratulated Fire Chief Dahms on his achievement.

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

1. Wellington North Fire Service
- Arthur Station
    - May 2013 Report
    - May 2013 Fire Prevention Officer's Report
  - Mount Forest Station
    - May 2013 Report
    - May 2013 Fire Prevention Officer's Report

Moved by: Councillor Goetz  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service May 2013 Fire Reports and the May 2013 Fire Prevention Officer's Reports for the Arthur and Mount Forest Fire Stations.*

Resolution Number: 3

Carried

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Four

H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND  
RECOMMENDATIONS (continued)

2. Recreation & Culture Advisory Committee  
- Minutes, June 4, 2013

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation & Culture Advisory Committee meeting held on June 4, 2013.*

Resolution Number: 4

Carried

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North approve the purchase of a 26" Betco Stealth Walk Behind Floor Scrubber from Eric Cox Sanitation in the amount of \$6,895.00 less trade-in, to be funded from the Recreation Facility Reserve Fund, as recommended by the Recreation & Culture Advisory Committee.*

Resolution Number: 5

Carried

THE CORPORATION OF THE  
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REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND  
RECOMMENDATIONS (continued)

2. Recreation & Culture Advisory Committee  
- Report regarding Mount Forest Trail Volunteers

Moved by: Councillor Burke

Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North approve the formation of the volunteer group to be named the Mount Forest Trail Volunteers with the following persons appointed to the group as recommended by the Recreation & Culture Advisory Committee:*

*Bob Armstrong*

*Jake Kerr*

*Randy Dryburgh*

*Pattie & John Weber*

*Sean and Jade Carey*

*Joann Lucas*

*Steve Cook*

*Val Mitchell*

Resolution Number: 6

Carried

3. Building/Property Committee  
- Minutes, June 12, 2013

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Building/Property Committee meeting held on June 12, 2013.*

Resolution Number: 7

Carried



THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND  
RECOMMENDATIONS (continued)

3. Building/Property Committee  
- Minutes, June 12, 2013 (continued)

Moved by: Councillor Goetz  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North concur that the proposal by Bell Mobility Inc. to replace the existing tower on lands municipally known as 272 Main Street North, Mount Forest will not be community sensitive and that the new tower does not result in an overall height increase above the existing structure of 25% of the original structure's height as set out in Industry Canada's Radio Communications and Broadcasting Antenna Systems protocol CPC-2-0-03 as recommended by the Building/Property Committee.*

Resolution Number: 8

Carried

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North enter into a deferral agreement, to defer the water and sewer portion of the development charges as the services are not available to the subject property at this time, as recommended by the Building/Property Committee. (Part of Park Lot, 4 North Side of Catherine St., Arthur Crown Survey – known as 7912 Wellington Road 109, Arthur, ON (Destefano)*

Resolution Number: 9

Carried

THE CORPORATION OF THE  
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REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND  
RECOMMENDATIONS (continued)

4. Water/Sewer Department
- Awarding of Tender for Replacement of Watermain
  - Tucker Street Arthur

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North award the Tucker Street, Arthur watermain replacement contract to Moorefield Excavating Limited in the amount of \$219,142.00 as recommended by Triton Engineering Services Limited.*

Resolution Number: 10

Carried

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION

1. Norm Gamble, Meeting Investigator  
Re: Meeting Investigator Report April 2013  
(Mr. Gamble was present to answer questions regarding his report)

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Meeting Investigator Report dated April 2013, prepared by Norm Gamble, Meeting Investigator.*

Resolution Number: 11

Carried

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Eight

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION (continued)

2. Municipality of South Bruce  
Re: Request for Support of Resolution that the Municipality of South Bruce is "Not a Willing Host" community for Industrial Wind Turbine Projects  
- Received as information
3. Randy Pettapiece, MPP, Perth-Wellington  
Re: Correspondence to Minister of Environment regarding permits for municipal infrastructure projects  
- Received as information
4. Glen Murray, Minister of Infrastructure, Minister of Transportation  
Re: Correspondence to Randy Pettapiece, MPP, Perth-Wellington regarding Connecting Link funding  
- Received as information
5. Town of Petrolia  
Re: Request for support of resolution that the Town of Petrolia is "Not a Willing Host Community" for Industrial Wind Turbine projects  
- Received as information

J. BY-LAWS

1. 47-13 Being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Part Lot 27, Concession 5 – 8619 Concession 6 South – Aguirre)

Moved by: Councillor Yake  
Seconded by: Councillor Lennox

*THAT By-law Number 47-13 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 finally passed. (Part Lot 27, Concession 5 – 8619 Concession 6 South – Aguirre)*

Resolution Number: 12

Carried

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THE CORPORATION OF THE  
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REGULAR MEETING OF COUNCIL

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J. BY-LAWS (continued)

2. 48-13 Being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Part of Lot 37, Concession 1 – 8021 Highway 109 – 940749 Ontario Ltd.)

Moved by: Councillor Lennox

Seconded by: Councillor Yake

*THAT By-law Number 48-13 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 finally passed. (Part of Lot 37, Concession 1 – 8021 Highway 109 – 940749 Ontario Ltd.)*

**Resolution Number: 13**

**Carried**

3. 49-13 Being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Part Lot 1, Concession 11 – 8026 Line 10 – Schneider)

Moved by: Councillor Lennox

Seconded by: Councillor Yake

*THAT By-law Number 49-13 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 finally passed. (Part Lot 1, Concession 11 – 8026 Line 10 - Schneider)*

**Resolution Number: 14**

**Carried**

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Ten

J. BY-LAWS (continued)

4. 50-13 Being a by-law to permit fundraising activities by a charitable organization on a roadway under the Safe Streets Act, S.O. 1999 in the Township of Wellington North. (Royal Canadian Legion Branch #226, Arthur – George Street, Arthur)

Moved by: Councillor Lennox

Seconded by: Councillor Yake

**THAT By-law Number 50-13 being a by-law to permit fundraising activities by a charitable organization on a roadway under the Safe Streets Act, S.O. 1999 in the Township of Wellington North be read a First, Second and Third time and finally passed. (Royal Canadian Legion Branch #226, Arthur – George Street, Arthur) (August 2, 2013 from 4:00 p.m. to 8:00 p.m. and August 3, 2013 from 8:00 a.m. to 1:00 p.m.)**

Resolution Number: 15

Carried

5. 51-13 Being a by-law for the imposition of Development Charges

Moved by: Councillor Yake

Seconded by: Councillor Lennox

*THAT the Council of the Corporation of the Township of Wellington North:*

*Approve the Development Charges Background Study dated May 30, as amended;*

*Adopt the assumptions contained within the Background Study as an 'anticipation' with respect to capital grants, subsidies and other contributions;*

*Approve the capital project listing set out in Chapter 5 of the Development Charges Background Study dated May 30, 2013 subject to further annual review during the capital budget process.*

Resolution Number: 16

Carried

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Eleven

J. BY-LAWS (continued)

5. 51-13 Being a by-law for the imposition of Development Charges (continued)

Moved by: Councillor Lennox

Seconded by: Councillor Yake

*THAT By-law Number 51-13 being a by-law for the imposition of Development Charges be read a First, Second and Third time and finally passed.*

Resolution Number: 17

Carried

6. 52-13 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the Development Charges Act. (Part of Park Lot 4, North Side of Catherine St., Arthur Crown Survey – known as 7912 Wellington Road 109, Arthur, ON (Destefano))

Moved by: Councillor Yake

Seconded by: Councillor Lennox

*THAT By-law Number 52-13 being a by-law to authorize a Deferral Agreement pursuant to Section 27 of the Development Charges Act be read a First, Second and Third time and finally passed. (Part of Park Lot 4 North Side of Catherine St., Arthur Crown Survey – known as 7912 Wellington Road 109, Arthur, ON (Destefano))*

Resolution Number: 18

Carried

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

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K. OTHER/NEW BUSINESS

1. Report of Livestock Valuer  
Re: Livestock Claim  
- Lindsay Dyce, Dated June 1, 2013

Moved by: Councillor Yake

Seconded by: Councillor Lennox

*THAT the Council of the Corporation of the Township of Wellington North authorize payment of \$750.00 to Lindsay Dyce for a livestock claim dated June 2, 2013.*

*AND FURTHER THAT Gord Flewwelling be paid \$75.00 for Livestock Valuer fees and \$30.00 for mileage.*

**Resolution Number: 19**

**Carried**

2. County of Wellington, Planning and Land Division Committee  
Re: Comments for Consent Applications

Application No. B53/13, Larry and Elizabeth Coe

Council supported the application with the following conditions:

- That the Owner satisfy all the requirements of the local municipality, financial and otherwise, which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the local municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- That the Owner satisfy the requirements of the local municipality in reference to parkland dedication as provided for in the Planning Act, R.S.O.; and that the local municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- That the severed lands are rezoned to prohibit residential use and zoning relief is required for the over sized accessory shed.

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Thirteen

K. OTHER/NEW BUSINESS (continued)

2. County of Wellington, Planning and Land Division Committee  
Re: Comments for Consent Applications

Application No. B54/13, 940749 Ontario Limited, Coffey

Council supported the application with the following conditions:

- That the Owner satisfy all the requirements of the local municipality, financial and otherwise, which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the local municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- That the Owner satisfy the requirements of the local municipality in reference to parkland dedication as provided for in the Planning Act, R.S.O. and that the local municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- That the lands are rezoned to the satisfaction of the local municipality.
- That safe driveway access can be provided to the satisfaction of the applicable road authority.

L. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report dated June 13, 2013

North Wellington Health Care (NWHC) and Groves Memorial Community Hospital (GMCH)

- CEO/Administration Report, May 23, 2013

M. NOTICE OF MOTION

None.



THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 17, 2013

Page Fourteen

N. ANNOUNCEMENTS

Councillor Burke reminded everyone about the Damascus Beef BBQ being held on July 6. Councillor Lennox added that the group is proposing to use the proceeds to put concrete in the pavilion.

Mayor Tout informed everyone that the launch for Safe Communities will be held on Thursday in Mount Forest. The Mount Forest Royal Canadian Legion will host the "Portraits of Honour" wrap up ceremony on Friday, June 21.

O. CONFIRMING BY-LAW

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT By-law Number 53-13 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 17, 2013 be read a First, Second and Third time and finally passed.*

Resolution Number: 20

Carried

P. ADJOURNMENT

Moved by: Councillor Yake  
Seconded by: Councillor Lennox

*THAT the Regular Council meeting of June 17, 2013 be adjourned at 8:38 p.m.*

Resolution Number: 21

Carried

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DEPUTY CLERK

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MAYOR

TOWNSHIP OF  
WELLINGTON NORTH

Special Council Meeting

Monday, June 26, 2013

2:00 p.m.

Members Present:

Mayor: Raymond Tout  
Councillors: Sherry Burke  
                  Andy Lennox  
                  Dan Yake

Absent:

Councillor: Mark Goetz

Also Present:

Deputy Clerk: Catherine More  
Acting CAO/Treasurer: Mike Givens

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

- A. Mayor Tout called the meeting to order.

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT the Agenda for the June 26, 2013 Special Meeting of Council be accepted and passed.*

Resolution Number: 1

Carried

B. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared.

C. PURPOSE OF MEETING

To receive a report from Nigel Bellchamber, N.G. Bellchamber & Associates regarding CAO Recruitment.

To consider approval of liquor licence extensions for The Royal Canadian Legion, Branch #134, Mount Forest.

TOWNSHIP OF  
WELLINGTON NORTH

Special Council Meeting

Monday, June 26, 2013

Page Two

D. DELEGATION

Nigel Bellchamber, N.G. Bellchamber & Associates  
- CAO Recruitment

Mr. Bellchamber appeared before Council to review his report regarding CAO Recruitment. Council and Staff were interviewed prior to the preparation of the report. There was a significant degree of consistency in the expectations of all parties in the skills, competencies and qualifications desired in a Wellington North CAO. The recruitment timetable, advertising strategy and Selection Committee structure were reviewed.

Options regarding pending changes to committee structure and other processes were reviewed. Council requested Mr. Bellchamber to submit a proposal regarding the changes to the committee and other relevant processes.

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT the Council of the Township of Wellington North adopt the recommendation that the CAO qualities, recruitment timetable, advertising strategy and Selection Committee structure as outlined in the report from N.G. Bellchamber & Associates dated June 26, 2013.*

*AND FURTHER THAT the Selection Committee be composed of Mayor Tout and Councillor Lennox.*

Resolution Number: 2

Carried

TOWNSHIP OF  
WELLINGTON NORTH

Special Council Meeting

Monday, June 26, 2013

Page Three

E. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION

The Royal Canadian Legion, Branch #134, Mount Forest  
Re: Request for Approval of Liquor Licence Extensions  
- Mount Forest Fireworks Festival - July 19 – 21, 2013

Moved by: Councillor Yake  
Seconded by: Councillor Lennox

*THAT the Council of the Corporation of the Township of Wellington North has no objection to The Royal Canadian Legion, Branch #134, Mount Forest application to the AGCO for a temporary extension to their current liquor license for the purpose of their participation in the Mount Forest Fireworks Festival community event on Friday, July 19, 2013 from 3:00 p.m. to 1:00 a.m.; Saturday, July 20, 2013 from 11:00 a.m. to 1:00 a.m.; and Sunday, July 21, 2013 from 12:00 p.m. to 12:00 a.m.*

Resolution Number: 3A

Carried

Moved by: Councillor Yake  
Seconded by: Councillor Lennox

*THAT the Council of the Corporation of the Township of Wellington North extend the noise by-law for the Mount Forest Fireworks Festival community event on Friday, July 19, 2013 from 3:00 p.m. to 1:00 a.m.; Saturday, July 20, 2013 from 11:00 a.m. to 1:00 a.m.; and Sunday, July 21, 2013 from 12:00 p.m. to 12:00 a.m.*

Resolution Number: 3B

Carried

TOWNSHIP OF  
WELLINGTON NORTH

Special Council Meeting

Monday, June 26, 2013

Page Four

E. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION (continued)

The Royal Canadian Legion, Branch #134, Mount Forest  
Re: Request for Approval of Liquor Licence Extensions (continued)  
- Haydays Hootenanny – August 2 – 4, 2013

Moved by: Councillor Burke

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North has no objection to The Royal Canadian Legion, Branch #134, Mount Forest application to the AGCO for a temporary extension to their current liquor license for the purpose of holding their Haydays Hootenanny community event on Friday, August 2, 2013 from 4:00 p.m. to 1:00 a.m.; Saturday, August 3, 2013 from 11:00 a.m. to 1:00 a.m.; and Sunday, August 4, 2013 from 1:00 p.m. to 12:00 a.m.*

*AND FURTHER THAT an extension of the noise by-law be granted for the times listed above.*

Resolution Number: 4

Carried

F. CONFIRMING BY-LAW NO. 54-13 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

Moved by: Councillor Burke

Seconded by: Councillor Yake

*THAT By-law Number 54-13 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 26, 2013 be read a First, Second and Third time and finally passed.*

Resolution Number: 5

Carried

TOWNSHIP OF  
WELLINGTON NORTH

Special Council Meeting

Monday, June 26, 2013

Page Five

G. ADJOURNMENT

Moved by: Councillor Lennox

Seconded by: Councillor Burke

*THAT the Special Council meeting of June 26, 2013 be adjourned at 3:04 p.m.*

Resolution Number: 6

Carried

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C.A.O./CLERK

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MAYOR

TOWNSHIP OF WELLINGTON NORTH AND COUNTY OF WELLINGTON



BUSINESS RETENTION AND EXPANSION



# Wellington North Overview

- As approved by Wellington North council our Economic Development strategy and programs are focused on seven main areas of activity:
  - Downtown Revitalization
  - Rural Revitalization
  - Land Development
  - Professional Medical Recruitment
  - Workforce Development Recruitment and Attraction
  - Tourism, Marketing and Promotion
  - Business Retention & Expansion

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION



# Wellington North Overview

- From a Business Retention & Expansion Program perspective we have three programs underway in 2013:
  - Mayors Breakfast Series program of which three have been completed to date and two more scheduled before year-end
  - Support to the Wellington North Business, Community & Visitor's guide which is a partnership with the Arthur & Mount Forest Chambers of Commerce
  - County-wide Business Retention & Expansion Project

COUNTY of WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Wellington North Overview

- Council is aware that earlier this year in partnership with the County and all seven municipalities we delivered our first ever Wellington County Economic Development Strategic Plan.
- One of the four short-term priorities of this plan is to conduct a county-wide Business Retention & Expansion Program.
- Through funding from the province the County has been able to recruit Carolyn O'Donnell as the overall B.R.& E. Coordinator.

COUNTY of WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Background

- Economic Development Strategy
  - Identified 4 key sectors, need to better understand and support
- Implementation Plan
  - Who are our businesses?
  - What are their concerns?
  - What are our strengths?
  - How do we develop relevant ED Programming?
  - How do we measure performance?

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Purpose

- Recognize our businesses
- Understand their regional contribution
- SME's as job source
- Diversification
- Rapport
- Use OMAF process as a tool for ED planning and quick wins

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION

# What is a BR+E project?

- BR+E tool created by OMAFRA and used in several communities. (Wellington North in 2010-2011)
- Involves identifying business sectors, selecting businesses and conducting in-person interviews
- The data is then reviewed to identify actionable recommendations and roles

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Countywide Roll-Out

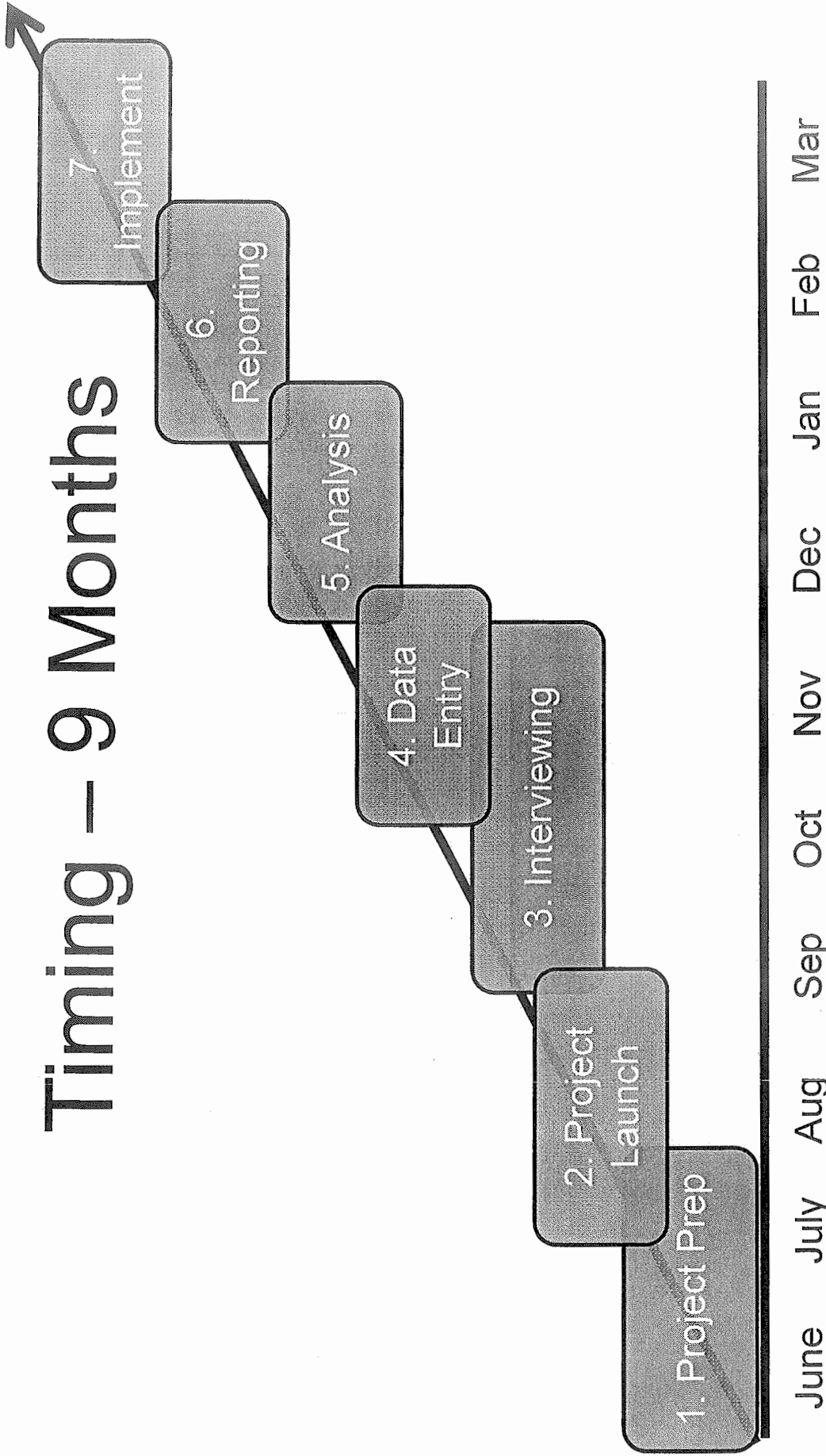
- Unique in the province
- A first for Wellington County
- Collaboration with municipalities
- County provides:
  - Overall coordination
  - Printing, mailing and final report
  - Retreat with industry leaders
  - Thank you package
  - End of project celebration

COUNTY of WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Timing – 9 Months



COUNTY of WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Scope

- Countywide interviews of 4 key sectors
  - Agriculture (10 of each business/municipality)
  - Manufacturing
  - Health Care
  - Creative Economy
  - Other sectors may be identified by municipalities
- Community specific questions

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION



# Your Community BR+E

- WMEDG acts as the Task Force on the project, representation from each municipality
- Each municipality coordinates their interviews
- Al Rawlins from the Wellington North Economic Development Committee along with Dale will be conducting the local interviews.
- Wellington North Plan is to communicate the final results and action plans at Showcase Wellington North 2014 in Arthur on March 24<sup>th</sup> & 25<sup>th</sup>.

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION

# WMEDG

1. County of Wellington
2. Township of Centre Wellington
3. Town of Erin
4. Township of Guelph Eramosa
5. Township of Mapleton
6. Town of Minto
7. Township of Puslinch
8. Township of Wellington North
9. Grand River Conservation Authority
10. Guelph-Wellington Business Enterprise
11. Guelph Wellington Local Immigration Partnership
12. Ministry of Economic Development, Trade and Employment
13. OMAF/MRA
14. Saugeen Business Development Centre
15. Wellington Waterloo Community Futures Development Corporation
16. Wellington Federation of Agriculture
17. Workforce Planning Board of Waterloo Wellington Dufferin

COUNTY of WELLINGTON



BUSINESS RETENTION AND EXPANSION

# Questions

## County of Wellington

Jana Reichert

Economic Development Officer

janar@wellington.ca

519-837-2600 ext. 2525

Carolyn O'Donnell

BR+E Project Coordinator

carolyno@wellington.ca

519-837-2600 ext. 2611

## Township of Wellington North

Dale Small

Business Economic Manager

dsmall@wellington-north.com

519-848-3620 ext. 34

Al Rawlins

Economic Development Committee Champion

COUNTY *of* WELLINGTON



BUSINESS RETENTION AND EXPANSION

RECEIVED

JUN 27 2013

TWP. OF WELLINGTON NORTH

June 27, 2013

To Council  
Township of Wellington North  
Kenilworth.

Request to appear as delegation.

Regarding return of taxpayers money given away as "refunds" and "reductions" on development charges contrary to lawfull schedule of development charge under by-law 52-08 as amended before May 28, 2012. (Before the new amendment came into effect)

As you may recall the OMB did not allow a retroactive amendment to development charges.

After by-law 44-11 (amendment to d.c. by-law) was passed on June 6, 2011 I filed with the clerk of Wellington North an objection to the OMB on June 21, 2011, which legally prevented the township from carrying out the by-law until such time as the OMB gave its permission.

The OMB repealed that by-law.

Despite that, contrary to Development Charges act the Chief Building Official on or about August 4, 2011 send out refunds totalling about \$ 80,691,43 citing by-law 44-11 as authority .

Councils response was to make the next amendment to D.C. by-law 52-08 retroactive to try to cover up for that misdeed, and again the OMB disallowed any retroactivity in the by-law.

As we later learned the Chief Building Official continued to give unlawful discounts on development charges before that amendment came into effect on May 28, 2012, for a total of about 229 thousand dollars missing from Development Charges Reserve Fund, according to Development Charges Schedules 52-08.

Was these "refunds" and "discounts" given with Councils and The Mayors knowledge and blessing?

Council has a legal responsibility to see to that taxpayers money is not unlawfull or fraudulently used, and if so has a legal responsibility to recover taxpayers money expediently.

If Councillors or The Mayor was involved in this, then I believe they have a pecuniary interest in this matter, and it should be handed over to The Crown?

Yours truly  
Jens Dam

  
RR#1 MOOREFIELD, ONT.



# TOWNSHIP OF WELLINGTON NORTH

## FIRE SERVICE



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

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### ARTHUR FIRE STATION REPORT JUNE 2013

The Arthur Fire Department responded to eight calls for assistance during the month of June 2013.

|                 |  |
|-----------------|--|
| West Garafraxa  | - 2 Illegal Burns: No Burn Permit  |
| Arthur Village  | - 1 Kitchen Fire – Apartment was full of smoke; smoke alarms present and working |
| Arthur Township | - 1 Structure Fire   |
| Peel Township   | - 2 MVC  |
| West Luther     | - 1 MVC<br>- 1 Ambulance Assist  |

There were four practices held during the month of June. On June 5<sup>th</sup>, Practice # 30, fifteen members attended; on June 12<sup>th</sup>, Practice # 31, fourteen members attended; on June 19<sup>th</sup>, Practice # 32, ten members attended and on June 26<sup>th</sup>, Practice # 33, ten members attended.

On June 3<sup>rd</sup>, Wellington North Fire Chief Dahms, Arthur Station Chief Morrison and Mount Forest Station Chief MacEachern travelled to Dependable Fire Trucks in Brampton to look at the progress of the new tanker trucks for Arthur and Mount Forest.

Arthur Station Chief Morrison and two firefighters attended the Mutual Aid Meeting on June 4<sup>th</sup> held in Fergus.

On June 6<sup>th</sup> Arthur Station Chief Morrison and three firefighters attended the Walkerton Mutual Aid Trade Show. The new tanker truck for the Arthur Station was displayed by Dependable Fire Trucks and after the trade show was over, Station Chief Morrison and Captain Morrison drove the tanker home to Arthur. Training on the tanker will be required by all firefighters before the truck is put into service.

Arthur Station Chief Morrison and Captain Hodgkinson attended the Wellington County Training Officers meeting held in Fergus on June 11<sup>th</sup>.

On June 25<sup>th</sup> Arthur Station Chief Morrison and Wellington North Fire Chief Dahms attended the Wellington County Fire Chiefs meeting held in Fergus.

On June 30<sup>th</sup> Arthur Station Chief Morrison and three firefighters set up the Wellington North Safety House and a display table at the Canada Day Optimist Celebrations in Arthur. Public Education materials were displayed and handed out.

The total number of Burn Permits issued by the Township for the Arthur Fire area in the month of June was twenty-six.

Submitted by:  
Arthur Station Chief Jim Morrison  
CMM III Fire Service Professional

**Fire Prevention Report  
Wellington North Fire Service**

**Jun-13  
Arthur Station**

|                                     |    |
|-------------------------------------|----|
| <b>Evac. Procedures</b>             | 1  |
| <b>Telephone Calls</b>              | 17 |
| <b>Business/Personal Service</b>    | 1  |
| <b>Residential</b>                  | 0  |
| <b>Assembly Occ.</b>                | 3  |
| <b>Misc.</b>                        | 11 |
| <b>Industrial</b>                   | 2  |
| <b>Meetings</b>                     | 1  |
| <b>Complaints</b>                   | 0  |
| <b>Mercantile</b>                   | 2  |
| <b>Letter/Reports</b>               | 3  |
| <b>Institutional</b>                | 0  |
| <b>Burn Permits/info</b>            | 2  |
| <b>New Construction/Plan Review</b> | 0  |
| <b>Occupancy Permits</b>            | 0  |
| <b>FE Ext. Training/Talks</b>       | 3  |
| <b>Emerg. Planning</b>              | 0  |
| <b>Inspection Follow Up</b>         | 1  |
| <b>Pub. Ed. Lectures/Tours</b>      | 0  |
| <b>Pre Incident Planning</b>        | 0  |
| <b>Fire Safety Plan Review</b>      | 1  |
| <b>Administration</b>               | 6  |
| <b>Court/Documents/Serving</b>      | 0  |
| <b>Training (OFC/Local)</b>         | 1  |

**Notes:**

**Away from my desk a few days this month.**

**More activity to be conducted in Arthur for July**



# TOWNSHIP OF WELLINGTON NORTH

## FIRE SERVICE



7490 Sideroad 7 West, PO Box 125, Kenilworth, Ontario NOG 2E0

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### MOUNT FOREST FIRE STATION REPORT JUNE 2013

The Mount Forest Fire Station responded to 20 calls for assistance during the month of June 2013

- |                      |  |
|----------------------|--|
| 10 in Mount Forest   | - 4 False Alarms                                       |
|                      | - 1 Smell of Natural Gas                               |
|                      | - 1 Natural Gas leak                                   |
|                      | - 2 Ambulance Assist (V.S.A)                           |
|                      | - 1 Un-attended small fire                             |
|                      | - 1 Garbage Fire in Transfer Station                   |
| 4 in Southgate       | - 2 Ambulance Assist (2 V.S.A.; 1 uncontrolled bleed)  |
|                      | - 1 Truck rollover (Highway 89)                        |
|                      | - 1 Mutual Aid for Dundalk Fire Department (Shed Fire) |
| 6 in Arthur Township | - 1 BBQ Fire   |
|                      | - 1 Illegal Burn                                       |
|                      | - 1 Reported hydro wires and tree branch fire          |
|                      | - 2 False alarms                                       |
|                      | - 1 Assist Arthur Station at structure fire            |

There were two meeting/practice sessions held during the month of June 2013. On June 10, 2013 sixteen members were present and on June 24, 2013 twenty members were present.

Wellington North Fire Chief Dahms, Mount Forest Station Chief MacEachern and Arthur Station Chief Morrison went to Dependable Fire Trucks in Brampton for the final inspection of the new tankers on June 3, 2013.

On June 4, 2013 two members attended the Wellington County Mutual Aid Meeting in Fergus.

Mount Forest Station Chief MacEachern attended the Bruce County Mutual Aid Meeting and Trade Show on June 6, 2013 in Walkerton and returned to Mount Forest Station with their new tanker. Training is taking place before the tanker is put into service.



On June 11, 2013 two members attended the Grey County Chiefs meeting in Chatsworth.

Mount Forest Station Chief MacEachern attended the Grey County Chiefs Meeting in Owen Sound on June 26, 2013.

Respectfully Submitted,  
Ron MacEachern  
Mount Forest Station Chief

**Fire Prevention Report  
Wellington North Fire Services**

**Jun-13  
Mount Forest Station**

|                                      |    |
|--------------------------------------|----|
| <b>Evac. Proceedures</b>             | 1  |
| <b>Telephone Calls</b>               | 26 |
| <b>Business/Personal Service</b>     | 9  |
| <b>Residential</b>                   | 3  |
| <b>Assembly Occ.</b>                 | 4  |
| <b>Misc.</b>                         | 11 |
| <b>Industrial</b>                    | 2  |
| <b>Meetings</b>                      | 5  |
| <b>Complaints</b>                    | 0  |
| <b>Mercantile</b>                    | 2  |
| <b>Letter/Reports</b>                | 12 |
| <b>Institutional</b>                 | 1  |
| <b>Burn Permits</b>                  | 2  |
| <b>New Construction/Plan Review</b>  | 2  |
| <b>Occupancy Permits</b>             | 0  |
| <b>FE Ext. Training/Talks</b>        | 0  |
| <b>Emerg. Planning</b>               | 0  |
| <b>Inspection Follow Up</b>          | 5  |
| <b>Pub. Ed. Lectures/Tours/House</b> | 1  |
| <b>Pre Incident Planning</b>         | 0  |
| <b>Fire Safety Plan Review</b>       | 1  |
| <b>Administration</b>                | 7  |
| <b>Court/Documents/Serving</b>       | 0  |
| <b>Training (OFC/Local)</b>          | 0  |
| <b>Investigations</b>                | 0  |

**Notes:**



# Township of Wellington North

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

## REPORT

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

**From: Barry Lavers, Director Recreation Parks & Facilities**

**Re: Recreation Facility Accounts Arrears Policy**

### Background:

The following policy has been developed with regards to the collection and penalties for overdue accounts past 60 days owing to Facility rentals administered by the Recreation & Culture Department for the Township of Wellington North.

All users for the rental of Recreational Facilities and Programs administered by the Recreation & Culture Department currently use the Class Software system for automated bookings. Floor Rentals, Soccer fields and Baseball Diamonds are booked through the Facility Managers and everything else is booked through the Recreation Support office. All bookings for individuals must sign a contract for use of Facilities and fees owing are paid in advance with the exception of corkage which can only be calculated after the event is over. Agreements allow Local organizations and Sports User Groups to book Facilities in advance and then are billed with statements being mailed monthly based on usage. This would include groups like Minor Hockey, Figure Skating, Lions Clubs, etc. Payments for all accounts are processed through the Recreation Support office. Delinquent accounts are currently sent out and followed up with a phone call or email using contact information provided requesting payment be made. Both Municipal Pools require payment in advance of registration for swim lessons or passes.

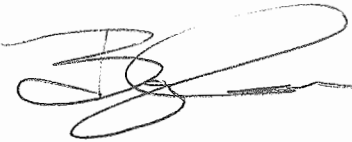
### Discussion:

Recreation & Culture Department will include the following additional policy information with regards to all accounts receivable for bookings and agreements administered by the Department and related to Recreational Facilities within the Township of Wellington North. (See Policy attachment)

### Recommendation:

“That the Council of the Corporation of the Township of Wellington North approve the Recreation-Accounts Receivable Policy as described herein.”

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Barry Lavers', written in a cursive style.

Barry Lavers RRFA  
Director of Recreation Parks & Facilities  
Township of Wellington North

## RECREATION-ACCOUNTS RECEIVABLE POLICY

The Recreation Department is responsible for invoicing and collecting for programs and facilities through the CLASS system. The Recreation Department staff will make every effort to follow the principles as identified in this policy.

### METHODS OF COLLECTION

The enforcement methods to be used are:

- a) Telephone contact
- b) The penalty/interest levy
- c) Registered letter
- d) Collection agency
- e) Transfer to property taxes

### **Recreation Accounts Receivable:**

Statements are issued to customers on a monthly basis. Statements will indicate "Please note that interest at 1.25% per month will be charge after 60 days".

After 60 days of arrears the Recreation Support Staff will contact the customer via telephone/email with a friendly reminder of the outstanding balance and record the date/time of the call.

Following 60 days of arrears, a statement stamped with "Reminder - simple interest at 1.25% per month is charged on overdue accounts" will be sent to all customers as a reminder that interest will start to accrue on that date.

Facilities Manager will be notified of the overdue account at this point and call the customer to hasten payment or ascertain if there is a problem. Manager will record date/time of this call.

On the third month, a registered letter with a statement attached showing the balance outstanding and the accrued interest charges will be sent indicating that "after 120 days outstanding, the account will be in default and will either be sent to a Collections Agency or transferred to property taxes". The letter will confirm that the customer/organization will not be eligible to participate in future recreation programs or rent recreation facilities until the balance has been collected. There will be no transfer of ownership within the group until the account is paid.

Customers/organizations who have reached this stage will also be deemed as “new clients” with regards to booking previous time slots and not be guaranteed of availability.

A listing of customers who have lost booking privileges will be provided to Facility Managers on a bi-annual basis. It is the Facility Managers responsibility to ensure that customers with arrears are not allowed future bookings until arrears have been cleared.

The policy will be enforced for Winter user groups effective July 16, 2013 and for Summer user groups on October 31, 2013 to allow current accounts to be contacted.

Where possible, overdue Recreation Accounts Receivable may be transferred to taxes – the criterion is given in the *Municipal Act, 2001* s 398 (2) 2 – all owners of the property must be responsible for paying the fee or charge.

*From the Municipal Act, 2001*

***Debt***

*398. (1) Fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively.*

*Amount owing added to tax roll*

*(2) The treasurer of a local municipality may, and upon the request of its upper-tier municipality, if any, or of a local board whose area of jurisdiction includes any part of the municipality shall, add fees and charges imposed by the municipality, upper-tier municipality or local board, respectively, to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes:*

- 1. In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied.*
- 2. In all other cases, any property for which all of the owners are responsible for paying the fees and charges.*

Transfer of accounts to a Collection Agency or other collection activities (Small Claims Court) will be undertaken after 120 days outstanding or as determined by the Director of Recreation. The customer owing funds to the Township may contact the Recreation Support Staff to discuss payment options to avoid collection activity. At this time, the Recreation Support Staff, in consultation with the Director of Recreation can make arrangements for payments as appropriate. In any case, situations of large and lengthy arrears will be reported to the Treasurer and/or Council where appropriate.

**Relief for penalty and interest under specified circumstances:**

Relief shall not be given for penalty and interest on arrears except in the following circumstances:

1. A 5-6 day grace period to allow for delivery of mail or payments made at the bank or at the facilities before the due date but not delivered to the Township until after the due date.
2. On rare occasions where there has been a death or extreme health problems during the due date period.
3. In the event the calculation of interest/penalty has been made in error by the Township, for example if a payment had been credited to the wrong account.
4. The Director of Recreation will have discretion to relief penalty and interest where it is in the best interest of the municipality.

**WRITE – OFFS**

Outstanding arrears listings will be reviewed by the Director of Recreation and the Treasurer on a semi-annual basis.

***Small balance write-offs***

Balances to be written off require the approval of the Director of Recreation. Balances of less than \$100 may be written off under the Director of Recreation. In excess of \$100 and up to \$500 may be written off under the Treasurer's authority with approval of the C.A.O.

***All other balance write-offs***

An account is deemed to be uncollectible when all avenues of collection (including collection agency) have been exhausted. The Director of Recreation will determine the point at which an account is uncollectible and prepare a report to the Recreation Committee indicating the attempts of collection. The Recreation Committee and subsequently Township Council will determine if and when the accounts should be written off.

All reports to Committee or Council regarding arrears or recommendation of accounts for write-off shall include only general information and not individual's names.



Barry Lavers  
Corporation of the Township of Wellington North  
7490 Sideroad 7W P.O. Box 125  
Kenilworth, ON  
N0G 2E0

APR 16 2013

Project Number: 011840709  
Project Title: Arthur Community Centre Arena Accessibility Doors Upgrade

Dear Barry Lavers:

We are writing further to your request for funding under the 2012 Small Project Call for Proposals of the Enabling Accessibility Fund (EAF).

Human Resources and Skills Development has now completed the assessment of the proposals. Although your project met the eligibility criteria, we regret to inform you that it did not rank high enough to be recommended for funding.

Applications undergo a thorough review by program officials to assess projects against program objectives, including the degree to which the project responds to the needs of people with disabilities, while enhancing community accessibility; how much of a priority the project is for the community; the degree of community support for the project; the feasibility of execution of the project; and, the project's value for the money. Top ranked proposals are then recommended for funding and forwarded to the Minister of Human Resources and Skills Development for approval.

Should you wish to have your e-mail address added to our distribution list, or want to receive program updates, please visit our website at [www.hrsdc.gc.ca/disability](http://www.hrsdc.gc.ca/disability). You may provide your e-mail address through the secure link in the Contact Us section.

Thank you for your interest in the EAF.

Yours sincerely,

Enabling Accessibility Fund Support Team  
Program Operations Branch

**RECEIVED**

JUL 11 2013

TWP. OF WELLINGTON NORTH



**TOWNSHIP OF WELLINGTON NORTH**  
**ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES**

Wednesday, June 19, 2013 – 4:30 pm

Members Present: Mayor Ray Tout, Chair  
Councillor Sherry Burke  
Councillor Dan Yake  
Shawn McLeod  
Gerald (Shep) Shepetunko  
Dale Small; Business Economic Manager  
April Marshall; Tourism, Marketing & Promotion Manager

Councillor Andy Lennox  
Councillor Mark Goetz  
Stephen Dineen  
Jim Taylor

Also Present: Gabriel Durany, RES Canada  
Mike Givens, Acting CAO & Treasurer  
Gary Williamson, Wellington County Councillor  
Michelle Stone, Administrative Support  
Kris Svela, Wellington Advertiser

Absent: Tim Boggs Al Rawlins

Meeting was called to order at 4:35 pm

**1. DECLARATIONS OF PECUNIARY INTEREST:**

- None reported.

**2. PRESENTATION:** Gabriel Durany, Renewable Energy Systems Canada (RES) updated the committee on the progress of the Wellington North and Southgate Project. This was Gabriel's 5<sup>th</sup> visit to Wellington North EDC with the first one being in July 2010.

- Gabriel reviewed RES projects underway in Ont. with specific details on the Talbot project
- Southgate/Wellington North Project update:
  - 10,000 acres currently under option
  - Full year of environmental surveys completed and three years of wind data recorded
  - Area map reviewed outlining main areas under option
  - RES Canada's Shared Community Payment Option approach was reviewed
  - Current project schedule is three years into a six year plan
  - Next steps include continuing to meet with landowners and local municipalities, continue with the engineering and preliminary layouts and to participate in the Regional Energy Plan and consultations.
- Gabriel also talked about the new Regional Energy Plans the Minister of Energy has asked the OPA and IESO to create. He encouraged the Municipality to be involved and be part of the consultation process taking place in Guelph on June 27th. Jim Taylor mentioned the work Wellington North completed in 2008 regarding Municipal wind energy standards and agreed to look into this information for the committee.
- Question was raised about the type of emergency plans that are put in place in the event a wind turbine catches on fire. Another question was asked around a more detailed map to show where the acres under option are within Wellington North. Gabriel indicated he would work with Dale to provide a more detailed map and that he would get back to us regarding the fire question.
- Gabriel thanked the Committee for their time and indicated he will continue to keep the communication lines open moving forward.

### 3. APPROVAL OF MINUTES:

Moved by: Sherry Burke  
Seconded by: Shawn McLeod

*THAT THE Minutes from the April 17th, 2013 Economic Development Committee meeting and the May 22<sup>nd</sup>, 2013 Joint (Mapleton, Minto & Wellington North) meeting be accepted.*

Carried

### 4. REPORT FROM CHAIR:

- The Chair updated the Committee on the June 25<sup>th</sup> job connections event taking place with the displaced A.O. Smith workers in Fergus. Four Wellington North businesses, Vintex, Long Manufacturing, Golden Valley Farms and Viking Cives, will be participating. This is aimed at helping those looking for employment in the area as well as keeping our workforce here.
- Congrats to April on Municipal Cultural Plan and all the work to complete it.
- The joint EDC Meeting hosted by Minto in May was well attended with good networking and an informative presentation by Lauren Millier of Millier, Dickinson, Blais. Good to hear how we have evolved with the county.
- Centre Wellington are recruiting a full time EDC officer – did not have a fulltime before.

### 5. TOURISM, MARKETING & PROMOTION MANAGER UPDATE:

Municipal Cultural Plan - 3 focus groups were held for the Municipal Cultural Plan in addition to 2 launch events. The Steering Committee also met to review the mapping to date and a staff workshop was held, that was well attended. Phone interviews with stakeholders are now being conducted. The project plan/completion with Steering Committee & Council Endorsement is planned for September (see Minutes attached).

Rural Creative Economies Summit- To be held at Pike Lake on October 22<sup>nd</sup> -24<sup>th</sup>, 2013.

Advertising / Promotion Update - Traveling remote broadcast is planned for June 27<sup>th</sup> to promote tourism partners and upcoming events in Wellington North. Targeted brochure drops in Centre Wellington and Durham were done, to promote attractions with our neighbours.

BTT Trademark Infringement A cease & desist letter was issued to the Kawarthas Northumberland (RTO8) outlining their ‘butter tart tour’s’ direct violation and infringement of The Butter Tart Trail’s mark. It included our history – awards and recognitions since inception. A letter of response was received from RT08 that explained that it was never their intention to use Butter Tart Tour as a trade mark, but rather always use Kawarthas Northumberland Butter Tart Tour, and that they are open to discuss any steps that might be taken to completely eliminate any possibility of confusion among members of the public. Options to proceed are gathering information on legal proceedings to cease all use to the infringement of the mark, or to acknowledge and accept that having two similar trails will not add confusion to the marketplace and/or grow The Butter Tart Trail beyond Wellington North. Question was raised that we would like to know cost of maybe pushing it further and April will investigate all options on potential next steps.

Farmers Markets – will do in conjunction with Fall Fairs this year, as there is already more participation from vendors.

Art in Street/Arthur 'Most Patriotic' Business and Residence Contest: We are asking Arthur business and residents to decorate their store and home fronts in a patriotic theme for the Canada Day Holiday weekend. There will be a winner and crown # 1 & 2 in each category – have great prizes donated. Judges – Mayor Tout, Cliff Smith, Deb Dalzeil  
Taste Real "Rural Romp" - very successful and featured on cover of Ontario Farmers.  
Other upcoming events were highlighted.

RT04 – Fireworks Festival on Reservation system – to be included in a Wellington County package and to be marketed to encourage overnight stays.

Township Logo Usage - April presented the Committee with a resolution addressing the issue of a policy to apply consistency to the use of the township standards: Comments – Graphic, flags – will be some costs as we move forward. For future discussion, the Committee will address making the changes for flags and get costs.

**Moved By:** Sherry Burke

**Seconded By:** Mark Goetz

*THAT THE Economic Development Committee recommend that the Council of the Township of Wellington North support the policy to apply consistency to the use of the Township of Wellington North Logo Graphic Standards.*

*Carried*

#### **6. BUSINESS ECONOMIC MANAGER UPDATE:**

Dale provided an update on two projects:

Saugeen Community Radio Station: CRTC hearing June 26<sup>th</sup> and our expectation is our license will be received by the end of September. Next steps include broad Community Engagement and secure the Broadcast Tower

Business Retention & Expansion Program – Al Rawlins & Dale attended training last week in Aberfoyle. We will be launching our program later this summer with a focus on the Manufacturing, Health Care and Agriculture sectors.

#### **7. ANNOUNCEMENTS:**

- June 20<sup>th</sup> Safe Communities Designation Ceremony, Mount Forest
- June 20<sup>th</sup> North Wellington Health Care AGM, Mount Forest
- June 20<sup>th</sup> Mount Forest Chamber Business After 5, T.D. Smith
- June 27<sup>th</sup> – 30<sup>th</sup> Arthur Canada Day Weekend Celebrations
- June 29<sup>th</sup> Art in the Street, Arthur
- July 11<sup>th</sup> – 14<sup>th</sup> Holstein Rodeo Weekend
- July 19<sup>th</sup> - 21<sup>st</sup> Mount Forest Fireworks Festival

#### **8. ROUND TABLE:**

- Jim Taylor will discuss with Al, Dale the Municipal wind guidelines put in place in 2008 and will bring back to the next meeting
- Shawn McLeod indicated the Chamber of Commerce "Business After 5" is at TD Smith.
- Chair Tout mentioned the Governors Residence in Guelph has been renovated and is available to all in the County to use for meetings, events. It also is the home of the County Economic Development Office.

#### **9. NEXT MEETING DATE:** Wednesday, July 17, 2013

#### **10. ADJOURNMENT: Motion by:** Chair Tout

**THAT** the Meeting be adjourned at 6:25 pm

Carried

## MUNICIPAL CULTURAL PLAN CONFERENCE CALL / MEETING NOTES

June 5th, 2013

- Project Update
  - Currently underway – Mapping Database - A SC meeting to review the mapping database will be held on June 18th from 5pm-7pm
  - Currently underway – Community Survey – Survey can be accessed via the simplyexplore Cultural Plan webpage or directly at <https://www.surveymonkey.com/s/WellingtonNorthMunicipalCulturalPlan>
  - Currently underway – Interviews – In the next 2-3 weeks. We will be interviewing key stakeholders, SC members and Key town staff in regards to the Cultural Plan
  
- Focus Group Discussion
  - We have decided on the following Focus Group Topics/Participants
    - Youth and Young Professionals - Understanding the issues that surround youth and young entrepreneurs and how can cultural resources assist in retaining or assisting youth/young professionals.
      - Also looking to invite senior high school students
      - Chamber of Commerce started a Young Professionals Network – Participants will come from their database
    - Culture and Tourism Business Community - Understanding the challenges and opportunities that exist within the cultural and tourism business community
      - April will prepare a list
    - Agricultural and Rural Community -
      - also include the Mennonite community
      - April to prepare list of participants
  - Questions that were raised that can be asked at the focus groups
    - 1) Have the participants identify places of cultural value
      - Historic buildings + places of cultural gatherings
    - 2) How can we work together – partnership building?
      - Particularly between Arthur and Mount Forest
  - A list of questions to be asked at the Focus Groups will be delivered to the SC prior to for additional input.

Key Dates and Times:

Greg and Jason will be in the community on the 18th and 19th of June.

### **June 18th**

#### Focus Groups

- 11:00am – 12:30pm Young Professionals Focus Group
- 12:30pm – 2:00pm Agriculture / Rural Community Focus Group
- 3:00pm – 4:30pm Cultural / Tourism Community Focus Group

#### Mapping Review with Steering Committee

- 5:00pm - 7:00pm Location tbd

### **June 19th**

- 9:00am -12:00pm On-site Interviews
- 1:00pm - 3:00pm Staff Workshop

## Township of Wellington North Logo Graphic Standards

The purpose of this policy is to apply consistency to the use of the Township of Wellington North's official logo and economic development tourism logo(s).

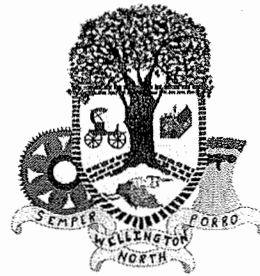
A logo is a graphic symbol or emblem that represents the organization and is instantly recognizable. It is an icon of the brand. The logo is a corporate signature that gives meaning and significance to corporate materials.

The approved logo(s) and colours are to be used on all outgoing materials and orders that reference the Township of Wellington North. The logo may be produced in black, white and greyscale. These files can be accessed on the Public Drive in the folder titled "Official Logo for Use". The Township letterhead template is also located in this folder.

### Official Logo and Crest



Official Logo



Official Crest

### Economic Development Tourism Logo(s)



WSNE A Colour



WSNE A Greyscale



WSNE  
One Colour



### Watermark Full BW

The Official Logo PMS colours are:

PMS 662 Blue

PMS 143 Yellow

The official logo is to be used on Township documents, including correspondence, notices, request for proposals, tender documents, purchase orders, etc. Township flags and banners are to display the official logo.

Certificates prepared by the Mayor's office will display both the official logo and the official crest.

The Economic Development Tourism Logo(s) is to be used primarily for tourism and promotional publications.

The logos and crest may not be stretched or skewed. To change the size of a logo drag from the corners rather than the sides, top or bottom.

Do not add images to the logo.

Do not add verbiage, other than official approved tag lines to logo. Official approved tag lines are:

*Simply Explore...*

*Proud Part of Wellington County "Canada's Safest Community"*

Use of the Township of Wellington North Official Logo by other organizations shall adhere to the Township's standards.

Township of Wellington North

Finance Committee

Monday, June 24, 2013

4:56 P.M.

Minutes

**Present:**       Andy Lennox, Chairman  
                  Ray Tout, Mayor  
                  Dan Yake, Councillor  
                  Mark Goetz, Councillor  
                  Sherry Burke, Councillor  
                  Mike Givens, Acting CAO/Treasurer  
                  Mary Jo Marshall, Deputy Treasurer

**1. Declaration of Pecuniary Interest.**

None declared.

**2. Green Energy Act Reporting**

**TR2013-16**

In order to meet the Ministry's requirements, a report on the annual energy use and greenhouse gas emissions for designated buildings must be made available to the public by July 1, 2013. We have been working with Wellington North Power to come up with assessments at each facility and the data has now been compiled. The information will now be uploaded to the Provincial web portal and will also be posted on the Township website.

**Moved By:**       Ray Tout  
**Seconded By:**   Sherry Burke

**THAT report TR2013-16 with regard to Energy Conservation and Demand Management Plans is received for information.**  
**Carried.**

**3. Connecting Link Program**

**TR2013-17**

The Township received a copy of a letter issued by the Minister of Infrastructure to Mr. Randy Pettapiece (MPP) indicating a change in funding for Connecting Links. Connecting Link projects were previously funded 90% with Provincial funds and 10% Municipal funds and it seems the Province is intending to download responsibility for these assets to municipalities.

Many surrounding municipalities will be affected by this change and are trying to bring it to their Council's attention with the hope of it gaining the consideration of the Province. It could also lead to a delegation at the AMO Conference.

The proposed \$100 million for small and rural municipalities to address critical infrastructure will not go very far. There might be additional dollars coming, geared to smaller municipalities, but it would not be enough to cover connecting links.

Chairman Lennox questioned the original legislation for connecting links.

Councillor Yake felt a motion should be brought to Council requesting support of all Councils and to petition the Provincial Government to re-establish the program. If there is a cost to run this through AMO, perhaps neighbouring municipalities would share in the cost.

Acting CAO/Treasurer Mike Givens was asked to proceed with talks with North Perth and Minto in order to get things going as the deadline for requesting a meeting at AMO is July 12.

**Moved By: Dan Yake**  
**Seconded By: Mark Goetz**

**THAT report TR2013-17 with regard to the connecting Link Program is received for information;**

**AND FURTHER THAT the Committee direct the Acting CAO/Treasurer to pursue a meeting with Mr. Randy Pettapiece, Mayors and CAO's of neighbouring municipalities impacted by the elimination of the Connecting Links funding. Carried.**

#### **4. Purchasing Policy**

##### **Draft Policy Circulated for Committee Review and Comments**

Acting CAO/Treasurer Givens explained he would like to have a policy in place that is understandable but also covers most procurement spectrums. The Draft Policy is a completely new document compared to the existing policy. Some changes include

- To encourage Township staff to treat Township of Wellington North expenditures they make as if they were using their own money
- To participate with other publicly funded bodies in cooperative purchasing activities where they are in the best interest of the municipality.

Discussion on wording – should “value for the money” or “quality” be highlighted. Council needs to be clear on what expectations are for Department Heads and perhaps could include “caution” and “discretion”. Part of the challenge is when recommendations go to Council; the onus will be on staff to provide reasons for their choice so Council can make an informed decision. Acting CAO/Treasurer Givens will look at more appropriate wording throughout the policy.



- Approval Levels – values were set for different approval levels. New is the inclusion of “Management Committee” which will consist of Department Heads and Senior Staff.
- Discussion - at this level there could still be items requiring Council approval. There was concern that Council needs to receive updates as to what is being discussed when bigger ticket items being purchased.  
“Management Committee” – it needs to be clearly defined who makes up this committee and have a constitution for this committee endorsed by Council.

Purchasing Card – concern as to who can make purchases. Should a list of staff that has authority to purchase for the Township be given to different companies?

- Informal Quotation Process – requirement to try and obtain a minimum of three quotes has been put back in the policy. If not able to get three quotes, it could be waived under the authority of the Management Committee.
- Specifications – who should be preparing tender documents or quotes? The responsibility for specifications should be with the Department Head. Once awarded, perhaps support staff could assist with follow-up letters etc.

Acting CAO/Treasurer Givens asked to include the option to purchase or tender certain items prior to budget approval, as long as it was an operational item and within past budget figures. Consideration should also be given within the policy to the savings of time and money if staff is allowed to proceed with the award of a tender where the project is included in the budget and the lower tender is within the budget allotment, instead of having to wait until the next Council meeting. A follow-up report in this scenario would be presented to Council to keep them informed.

**5. Acting Assignment Pay Policy**  
**Draft Policy circulated for Committee Review and Comments**

The Finance Committee agreed there was a need for this type of policy. The Committee asked for the final paragraph to be eliminated from the policy. They also asked to include “the acting position needs to be reviewed after a 6 month period”.

**6. Financials – as of May 31, 2013**

Acting CAO/Treasurer Givens presented the Committee with a new format for the financial report. He will try to bring to their attention any large differences they should be made aware of. Overall things are looking good.

There was discussion on recreation past-due accounts and the committee felt a policy should be prepared to deal with these situations.

**Moved By: Ray Tout**  
**Seconded By: Dan Yake**

That a Policy be prepared by the Recreation Director regarding past due accounts over 45 days for recreation facility rentals and the said Policy is to be presented to Council at the July 15, 2013 meeting for review.

**Carried.**

The Committee is leaving the details up to the Recreation Director but felt it should include an interest charge.

#### **7. Other Business**

The overall tender results for asphalt show a savings of approximately \$120,000 as prices are down from prior years. Due to the savings, it is anticipated that the Public Works Department will be approaching Council with other projects for later this year.

Heat Alert Advisory – notices will be posted at the arena lobbies of the Arthur and Mount Forest Community Centres that they will be open as cooling centres during heat alerts, Monday – Friday, 8:30 – 4:30 excluding statutory holidays.

Director of Public Works – the second interviews will take place July 17. CAO/Treasurer Givens would like to send the interviewees 2 or 3 separate scenarios ahead of time, asking them to make a presentation at the time of their interview. He will advise the committee what he will be sending out to them.

The purchase by the Fire Department of two new tankers- could they be publicly presented at the next meeting of Council meeting on July 15, 2013? Invitations should go to the Mayors and Councils from South Gate, West Grey and Mapleton. The Fire Chief is to be made aware of this request.

#### **8. Next Meeting Date**

Monday, July 22, 2013 – 5:00 p.m. – Finance Committee followed by Administration Committee. Until further notice the Administration and Finance Committees will meet on the same date.

#### **9. Adjournment**

**Moved By: Sherry Burke**  
**Seconded By: Ray Tout**

**That the Committee adjourns at 7:22 p.m.**  
**Carried.**

Township of Wellington North  
Building/Property Committee Minutes – May 22, 2013 at 9:00 a.m.

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**Present:** Councillor Dan Yake (Chair)  
Cathy More, Deputy Clerk  
Darren Jones, Chief Building Official  
Patty Wright, Building Inspector  
Mayor Raymond Tout

**Also Present:** Recreation Coordinator Barry Lavers, Councillor Andy Lennox  
Councillor Sherry Burke

**Regrets:** Councillor Mark Goetz

The meeting was held in the Council Chamber at the Municipal Office in Kenilworth, starting at 9:00 am

**Minutes – April 10, 2013**

Moved by: Darren Jones, Chief Building Official  
Seconded by: Mayor Raymond Tout

*That the Minutes of April 10, 2013 be accepted.*

*Carried*

**Business Arising from the Minutes**

**Arthur Seniors Hall**

Discussion took place regarding the future of the Arthur Seniors Hall.

Moved by: Councillor Andy Lennox  
Seconded by: Mayor Raymond Tout

*That the Building and Property Committee direct Deputy Clerk Cathy More and Councillor Andy Lennox to draft a letter proposing the sale of the current Arthur Seniors Hall on Isabella Street to the Arthur Seniors for the sum of one dollar.*

*Carried*

The letter is to express that the sale option is the Committees preferred approach but not the only option to resolving the current concerns. The letter is to be circulated to the committee for comment, before presenting to the Arthur Seniors.

**Zoning amendment – Storage Containers**

Deferred

Mount Forest Lawn Bowling and Victory Church

Patty Wright, Building Inspector gave an update from the Mount Forest Lawn Bowling Club. No action will be taken until there has been a review of the Victory Church's lease with the Township.

**Other Business**

Request from Arthur and District Chamber of Commerce for the installation of flags and poles

Darren Jones, Chief Building Official to obtain more information from Dale Small regarding the locations of proposed flag poles. Further discussion will take place next month.

Proposed revision to Building Department Policy BD-02, Surface Drainage

Deferred

**Building Permit Monthly Report**

Moved by: Patty Wright, Building Inspector  
Seconded by: Mayor Raymond Tout

*Building Permit Monthly Report be accepted for the Period Ending April 30, 2013.*

*Carried*

**Date of Next Meeting**

June 12, 2013 at 9:00 a.m.

**Motion to adjourn**

Moved by: Patty Wright, Building Inspector  
Seconded by: Mayor Raymond Tout

*Motion to Adjourn*

*Carried*

That the meeting adjourned at 10:35 a.m.

**Minutes**  
Township of Wellington North  
Building/Property Committee –July 10, 2013 at 9:00 a.m.  
Wellington North Council Chambers

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**Present:** Dan Yake, Councillor (Chair)  
Mark Goetz, Councillor  
Cathy More, Deputy Clerk  
Mike Givens, Acting CAO/Treasurer  
Darren Jones, Chief Building Official  
Patty Wright, Building Inspector

The meeting was held in the Council Chamber at the Municipal Office in Kenilworth, starting at 9:04 a.m.

**Zoning Amendments-Storage Containers**

**Comments from Ryan and Allan Sharpe**

An update was received from Darren Jones, Chief Building Official reviewing the contents of the letter drafted to send to Ryan and Allan Sharpe. It is the recommendation of the Building and Property Committee that the letter be sent with a copy of the draft by-law.

**Mount Forest Lawn Bowling Club and Victory Church**

Darren Jones, Chief Building Official reported that the Victory Church is not moving forward with construction of the gable roof. Alternatives have been discussed, Darren Jones, Chief Building Official will be in touch with the Mount Forest Lawn Bowling Club.

**Minutes- June 12, 2013**

Moved by: Darren Jones, Chief Building Official  
Seconded by: Cathy More, Deputy Clerk

**Errors and Omissions**

Mike Givens Treasurer acting CAO was present at the June 12, 2013 meeting

*That the Minutes of June 12, 2013 be accepted as amended.*

*Carried*

**Other Business**

**Request for quotations**

Darren Jones, Chief Building Official reported to the committee that on May 28, 2013 Requests for Quotation were faxed to the general contractors on the Townships standard bidders list and posted on the Townships website for the following projects:

1. Mount Forest Archives – Re-point masonry and replace blocks as required
2. Mount Forest Archives – Replace loading dock door and sill
3. Former Arthur Municipal Office – Barrier free entrance

Site meetings were held on the morning of June 6, 2013. At the re-pointing RFQ meeting there were 3 general contractors in attendance, at the loading dock door RFQ meeting there were 4 general contractors in attendance and at the barrier free ramp RFQ meeting there were 3 general contractors in attendance.

**Mount Forest Archives – Re-point masonry and replace blocks as required**

Two quotations were received. Both quotations meet the criteria of the request.

1. MacEachern Contracting for the amount of \$3,440.00 plus H.S.T.
2. Culp Restoration for the amount of \$6,400 plus HST

This project was included in the operating budget.

Moved by: Dan Yake, Councillor

Seconded by: Mark Goetz, Councillor

*THAT the Building and Property Committee recommend to Council that the following resolution be approved:*

*THAT the Council of the Corporation of the Township of Wellington North award the Mount Forest Archives – Re-point masonry and replace blocks project to MacEachern Contracting for the amount of \$3,440.00 plus H.S.T. as recommended by the Building and Property Committee.*

*Carried*

**Mount Forest Archives – Replace loading dock door and sill**

One quotation was received.

1. W. Schwindt & Sons Building Contractors Ltd. for the amount of \$3,450.00 plus H.S.T.

This project was considered in the operating budget and funds are available.

Moved by: Mark Goetz, Councillor

Seconded by: Dan Yake, Councillor

*THAT the Building and Property Committee recommend to Council that the following resolution be approved:*

*THAT the Council of the Corporation of the Township of Wellington North award the Mount Forest Archives – Replace loading dock door and sill project to W. Schwindt & Sons Building Contractors Ltd. for the amount of \$3,450.00 plus H.S.T. as recommended by the Building and Property Committee.*

*Carried*

**Former Arthur Municipal Office – Barrier free ramp**

Two quotations were received.

1. W. Schwindt & Sons Building Contractors Ltd. for the amount of \$33,000.00 plus H.S.T.
2. BC Construction for the amount of \$41,424 plus H.S.T.

\$24,604.00 was budgeted this amount includes \$10,000.00 obtained through the County of Wellington Accessibility Fund Incentive Programme.

Moved by: Mark Goetz, Councillor  
Seconded by: Dan Yake, Councillor

*THAT the Building and Property Committee recommend to Council that the following resolution be approved:*

*THAT the Council of the Corporation of the Township of Wellington North award the Former Arthur Municipal Office – Barrier free ramp project to W. Schwindt & Sons Building Contractors Ltd. for the amount of \$33,000.00 plus H.S.T. as recommended by the Building and Property Committee. And future that the additional funds come from the Arthur Archives addition reserve fund.*

*Carried*

#### Flag Poles South Entrance of Wellington North

Moved by: Dan Yake, Councillor  
Seconded by: Mark Goetz, Councillor

*THAT the Building and Property Committee recommend to Council that the following resolution be approved:*

*THAT consent be given to allow the installation of a 25 foot flag pole on Township property located at the north east corner of the Junction of Highway 6 and Wellington Road 109.*

*Carried*

#### Building Permit Monthly Report June 2013

Moved by: Mark Goetz, Councillor  
Seconded by: Dan Yake, Councillor

*THAT the Building Permit Monthly Review for period ending June 30, 2013 was reviewed and accepted.*

*Carried*

#### Other Business

##### OPP Training Centre

Mike Givens, Acting CAO/Treasurer updated the committee on the status of the agreement and proposed roof repairs at the Ontario Provincial Police Training Centre, Kenilworth.

##### Former Mount Forest Daycare

Patty Wright, Building Inspector reported that during a routine inspection on July 4, 2013 of the above noted property mold has been found in the basement and stair well area.

Darren Jones, Chief Building Official advised the committee that the mold may become a health and safety issue for staff entering the building.

Cathy More, Deputy Clerk informed the committee that the sale of the former Mount Forest Daycare is progressing.

**Date of Next Meeting**

August 14, 2013 at 9:00 a.m.

**Adjournment**

Moved by: Dan Yake, Councillor

Seconded by: Mark Goetz, Councillor

*Carried*

Meeting Adjourned at 10:45 a.m.





# Township of Wellington North

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

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**ACTING CAO/TREASURER'S REPORT**  
**TR2013-18**

**TO: Council**

**FROM: Mike Givens, Acting CAO/Treasurer**

**DATE: July 15, 2013**

**RE: Acting Assignment Pay-Policy Number 35**

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**Background:**

On June 24<sup>th</sup> a Draft version of the attached Acting Assignment Pay-Policy Number 35 was reviewed by the Finance Committee.

Following the meeting, I have made all the agreed upon changes to the policy.

The policy could potentially impact non-union full time staff. All acting assignments will be reviewed after a six (6) month period.

I have attached the final version of the Policy for Council's review.

**Recommendation:**

THAT report TR2013-18 is received;

AND FURTHER THAT the Council of the Township of Wellington North accept the Acting Assignment Pay-Policy Number 35 as written and direct the Acting CAO/Treasurer to include the said policy in the Township of Wellington North Personnel Policy and Guidelines.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

POLICY NUMBER: 35

SUBJECT:            **Acting Assignment Pay**

PURPOSE:

The purpose of this policy is to outline the circumstances under which an employee may be compensated for work performed at a higher classification level in the absence of an incumbent, and to establish procedures for granting such pay.

APPLICABILITY:

This policy applies to all non-union full time employees in the Township of Wellington North.

It is the intent of the Township of Wellington North to compensate an employee who is assigned, on a temporary basis, the majority of the duties of another position from which the incumbent is absent or of a position belonging to a higher pay grade than their current position, when all of the following conditions have been met:

- a)     The employee is appointed by Council to perform a majority of the significant duties of a, higher paid position from which an incumbent is absent or of a position belonging to a higher pay grade than their current position; and
- b)     The duties of the higher paid position are assigned to, and performed by the designated employee for fifteen (15) or more consecutive work days; and;
- c)     The absence is not as a result of annual holiday leave.

CRITERIA AND APPROVAL:

- a)     Employees who perform the duties of a higher paid position under the above provisions shall receive acting pay beginning on, or retroactive to, the 16th day of the assignment.
- b)     Employees shall at a minimum, be paid acting pay at the first step of the compensation grade level of the position being filled, or that rate which is at least one step above the employee's current pay. In no case shall an employee receive a greater salary than the third step of the salary range of the higher classification.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

POLICY NUMBER: 35

- c) The CAO in consultation with the Treasurer shall determine the appropriate rate of Acting Pay within the grade of the position being filled. In the instance of an Acting CAO, the rate of Acting pay shall be determined by Council.
- d) Acting pay shall not apply to any paid leave taken or accrued during the assignment.
- e) Funding for situations that require acting pay must be generated from existing budget resources within the department, and should generally be pooled from the funds allocated for the vacant position.

Where the duration of the requirement for taking on the full responsibilities is expected to be lengthy, the Township of Wellington North will review the acting assignment after six (6) months.



# Township of Wellington North

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

## ACTING CAO/TREASURER'S REPORT TR2013-19

**TO:** Council

**FROM:** Mike Givens, Acting CAO/Treasurer

**DATE:** July 15, 2013

**RE:** Road Needs Assessment and Bridge/Culvert Appraisal Proposals

### Background:

The 2013 Budget included \$25,000 for the completion of a Road Needs Assessment. The Township is in receipt of \$30,458.54 from the Province through the Municipal Infrastructure Investment Initiative. Eligible expenditures through the Initiative as per the Contribution Agreement include "costs incurred for professionals, technical personnel, consultants and contractors for work related to asset management planning". Clearly completion of the Roads Needs Assessment and Bridge/Culvert Appraisal is eligible and the completed study will be a primary component of the Township's Asset Management Plan.

Biannually bridges/culverts with spans in excess 3 metres are required to be inspected to meet the OSIM requirements, completing them in conjunction with the Road Needs Assessment is a logical approach.

The below table provides a price comparison between BM Ross and K. Smart Associates Limited.

|               | <b>BM Ross-Option<br/>1</b> | <b>BM Ross-Option<br/>2</b> | <b>K.Smart<br/>Associates<br/>Limited</b> |
|---------------|-----------------------------|-----------------------------|---|
| Project Costs | \$41,700                    | \$38,100                    | \$62,400                                  |
| HST           | \$5,421                     | \$4,953                     | \$8,112                                   |
| Total         | \$47,121                    | \$43,053                    | \$70,512                                  |

*Note-BM Ross's Option 2 requires Township Works staff to complete Road Condition Ratings after a 1-day training session.*

All proposals will result in detailed 5, 10 and 20 year maintenance, repair and replacement schedules for the Township's road and bridge assets that Council and staff can rely on for future budgeting and grant applications. In addition, the reports will make recommendations on fleet needs and proposed fleet replacement schedules. Both firms have committed to meeting the Township's timelines.

Based on the proposal costs and BM Ross's experience and expertise, it is felt that their Option 2 proposal is the best fit for the Township.

Full copies of the proposals are available for Council's review.

**Recommendation:**

THAT report TR2013-19 is received;

AND FURTHER THAT Council authorizes staff to proceed with BM Ross-Option 1 for completion of the Roads Needs Assessment and Bridge/Culvert Appraisals as per their proposal of June 26, 2013.



# Township of Wellington North

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

**Date:** July 5, 2013  
**To:** Council  
**From:** Barry Trood, Superintendent, Water/Sewer Services  
**Re:** Arthur WWTP UV System Replacement

---

## Background

The Arthur WWTP UV 2000 system has outlived its useful life as it is over 21 years old. The AWWTP must have a new system to replace the current system for the upcoming 2013-14 season. Due to the wet environment of the Filter Building many electrical components such as ballasts, wiring have issues with corrosion and are not functioning correctly and may also be a safety hazard. Due to the specialized nature of this equipment few companies are in the UV supply business in Canada. Quotes were received by Xylem Canada to supply a Wedeco Tak 55 Smart Disinfection System and H2Flow to supply a Trojan UV3000B Disinfection.

Xylem Wedeco (Tak 55) Quote -\$34,810.00

H2Flow (Trojan 3000B) Quote- \$73,000.00

## Key Points to consider:

- Wedeco quote does not include **significant** modification needed in channels to install.
- Trojan control cabinet is stainless steel and water tight versus Wedeco which is mild steel which will allow corrosion inside and outside the panel very easily in the “wet” conditions of filter building
- Trojan UV cabinet is (16” H x 14”W x 8” D) versus the Wedeco cabinet which is approx (83” H x 32” W x 24” D). This is double the size of the existing 2 cabinets
- Trojan system should be able to re-use the existing grating over the channel versus a requirement for a “light tight” cover for the channel for the Wedeco equipment. This will again add more costs for the Wedeco system.
- Trojan replacement bulbs are less expensive than Wedeco. (long term savings)
- Trojan system includes flow pacing to reduce energy cost (one bank of lights can be turned off during periods of lower flow). The Wedeco system, the lights are always on at 100% using significantly more energy.
- Trojan is located in London, Ontario making service and parts readily available. Wedeco is based out of Quebec and Germany making for longer delivery times and maintenance issues.
- Very few Treatment plants have the Wedeco system in place. Most plants have Trojan Systems in place. Nearby Palmerston WWTP and Drayton Lagoons recently installed the 3000B system with no issues.

- Trojan is simply the better choice. They invented UV disinfection and have outlasted many others suppliers and will still be in business 20 years when replacement parts are needed for the system.

\$200,000 was budgeted for this capital project.

**Recommendation**

*THAT the Council of the Township Wellington North authorizes the purchase of the Trojan 3000B UV System to replace the existing Trojan UV2000 system at the Arthur WWTP for \$73,000 plus tax.*



# Township of Wellington North

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

**Date:** July 8, 2013  
**To:** Council  
**From:** Barry Trood, Superintendent, Water/Sewer Services  
**Re:** Arthur WWTP Roof Replacement

---

## Background

The Arthur WWTP roof started leaking in the spring of this year (2013). The roof at the Arthur WWTP is over 22 years old and needs to be replaced. Two roofing companies were asked to inspect the roof and submit a quote. One quote from received by Cruickshank Flat Roofing in the amount of \$30,974.00 and another was received from D.J. Peat Roofing in the amount of \$62,000.00. Not knowing the roofing business and trying to compare what was received I subsequently came across North American Roof Management Services Ltd of Kitchener. This company does full roofing management (all aspects) however does not build or install the roofs themselves. Further investigation found they have done several roofing contracts for the County of Wellington as well as the Township of Center Wellington. As a follow up both centres were contacted and their work was confirmed to have been done very well and was highly recommended for the work they completed. A follow up meeting and inspection of the roof at the Arthur WWTP was done by North American Roofing and two different options were provided to replace the roof along with the estimated cost for each.

Budget #1 \$52,500.00 plus HST

Budget #2 \$45,200.00 plus HST

North American Roofing fee for providing the management of the roof replacement is 5 ½ % of the contract value plus HST.

Note: This project was not budgeted for as the roof started leaking after budgeting was done for 2013.

## Recommendation

*“THAT the Council of the Township Wellington North authorizes the entering into an agreement with North American Roof Management for the provision of project design and management services for the replacement of the roof at the Arthur Wastewater Treatment Plant and that funds from the Arthur Sewage reserve will be utilized for the project”.*





1 John Street, P.O. Box 39  
Killaloe, ON K0J 2A0  
Telephone: (613)757-2300 – Fax: (613)757-3634  
email: [info@khrtownship.ca](mailto:info@khrtownship.ca)  
[www.killaloe-hagarty-richards.ca](http://www.killaloe-hagarty-richards.ca)

June 19, 2013

Premier Kathleen Wynne  
795 Eglinton Ave East  
Toronto, Ontario  
M4G 2K9

RE: Toronto Transit

Council for the Township of Killaloe, Hagarty and Richards discussed an article which appeared in the Toronto Star regarding Premier Kathleen Wynne's comments on raising taxes or fees to fund improved transit for the GTA and Hamilton.

Moved by Carl Kuehl  
Seconded by Stanley Pecoskie

THAT WHEREAS the Province of Ontario has downloaded many Provincial highways and other services such as policing, which are clearly a Provincial responsibility, to municipal governments;

AND WHEREAS this downloading of Provincial services to the local level has created financial hardship for municipal ratepayers;

AND WHEREAS there is no guaranteed, sustainable Provincial funding, regardless of the financial impact of these downloaded services on municipal governments, many of which have seen a significant reduction in Provincial funding;

THEREFORE BE IT RESOLVED THAT the Council for the Township of Killaloe, Hagarty and Richards is vehemently opposed to any plan by the Provincial government that increases the financial burden on municipal ratepayers in rural Ontario by subsidizing the transit system for the GTA;

AND FURTHER THAT a copy of this resolution be forwarded to Premier Kathleen Wynne, the Honourable Glen Murray, Minister of Transportation, Renfrew-Nipissing-Pembroke MPP John Yakabuski, and all municipalities in Ontario. Carried.

Should you have any questions or require further information, please feel free to this office.

Yours truly,

Susan Sheridan, CMO, CEMC  
Deputy CAO Clerk-Treasurer

SS/dcao

cc: Honourable Glen Murray, Minister of Transportation  
MPP John Yakabuski  
All municipalities in Ontario

# MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario N0G 1H0  
Tel: 519-887-6137 Fax: 519-887-6424 Email: nmichie@morrismetberry.ca



Nancy Michie  
Administrator Clerk-Treasurer

July 2, 2013

The Honourable Kathleen Wynne  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

## Re: Motion of Not a "Willing Host" for Wind Turbine Development

Dear Premier,

Please be advised that the Municipality of Morris-Turnberry met at their regular session of Council on June 18, 2013 at which time Council passed the attached resolution that we are "Not a Willing Host" community for Industrial Wind Turbine Projects.

As representatives for our constituents it is important that we speak on their behalf and advise you that we have concerns with the potential health effects of wind turbine developments, and we do not support the building of industrial wind turbines in the Municipality of Morris-Turnberry.

We are forwarding our motion to all Ontario Municipalities, the Minister of Environment, Minister of Energy, Minister of Rural Affairs, and the local MPP, for their support and endorsement.

Should you have any questions in regards to the resolution I may be contacted at the Municipal Office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nancy Michie'.

Nancy Michie, Administrator Clerk Treasurer  
Municipality of Morris-Turnberry

MUNICIPALITY OF MORRIS-TURNBERRY

DATE: July 2, 2013  
MOTION # 277-2013

MOVED BY: John Smuck

SECONDED BY: Dave Baker

---

WHEREAS the Premier of Ontario has recently conveyed the Governments desire to limit Industrial Wind Turbine (IWT) projects to communities that are willing hosts;

AND WHEREAS the Municipality of Morris-Turnberry has concerns with the installation and operation of industrial wind turbines in their neighbourhoods and areas where people work.

AND WHEREAS the Municipality, accordingly, supports the position taken by a number of other rural Ontario municipalities that the Province should impose a moratorium on the approval of wind energy projects until clear evidence is provided ruling out health impacts;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Morris-Turnberry urges the Premier and the Government to take action to limit projects only to those communities that are "Willing Hosts";

AND FURTHER THAT, the Province of Ontario and more specifically the Ministry of Environment be advised that the Municipality of Morris-Turnberry is "NOT A WILLING HOST" for Industrial Wind Turbines (IWTs).

AND FURTHER THAT this resolution be circulated to Premier Kathleen Wynne, as well as to the Minister of Environment, Minister of Energy, Minister of Rural Affairs, the local MPP, and to all Ontario Municipalities for their support and endorsement.

Disposition: Carried

# MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario NOG 1H0  
Tel: 519-887-6137 Fax: 519-887-6424 Email: nmichie@morristoryberry.ca



Nancy Michie  
Administrator Clerk-Treasurer

July 4, 2013

The Honourable Kathleen Wynne  
Premier of Ontario,  
Legislative Building,  
Queen's Park,  
TORONTO, ON M7A 1A1

**RE: Toronto Transit**

The Council of the Municipality of Morris -Turnberry has reviewed the resolution from the Corporation of the Township of Killaloe, Hagarty and Richards and have fully supported and endorsed the resolution.

**Motion # 276-2013** Moved by Jamie McCallum Seconded by Jamie Heffer

"That the following resolution be supported and endorsed:

THAT the Council for the Municipality of Morris-Turnberry hereby supports and endorses the resolution from the Township of Killaloe-Hagarty-Richards, in regards to Toronto Transit, and is opposed to any plan by the Provincial government that increases the financial burden on municipal ratepayers in rural Ontario by subsidizing the transit system for the GTA;

AND FURTHER THAT a copy of this resolution be forward to Premier Kathleen Wynne, the Honourable Glen Murray, Minister of Transportation, Huron-Bruce MPP Lisa Thompson, and all municipalities in Ontario."

Disposition Carried.

Should you have any questions or require further information, please feel free to contact this office.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Nancy Michie', written over a horizontal line.

Nancy Michie

cc; Honourable Glen Murray, Minister of Transportation  
MPP Lisa Thompson  
All Municipalities in Ontario



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June 19, 2013

Premier Kathleen Wynne  
795 Eglinton Ave East  
Toronto, Ontario  
M4G 2K9

RE: Toronto Transit

Council for the Township of Killaloe, Hagarty and Richards discussed an article which appeared in the Toronto Star regarding Premier Kathleen Wynne's comments on raising taxes or fees to fund improved transit for the GTA and Hamilton.

Moved by Carl Kuehl  
Seconded by Stanley Pecoskle

THAT WHEREAS the Province of Ontario has downloaded many Provincial highways and other services such as policing, which are clearly a Provincial responsibility, to municipal governments;

AND WHEREAS this downloading of Provincial services to the local level has created financial hardship for municipal ratepayers;

AND WHEREAS there is no guaranteed, sustainable Provincial funding, regardless of the financial impact of these downloaded services on municipal governments, many of which have seen a significant reduction in Provincial funding;

THEREFORE BE IT RESOLVED THAT the Council for the Township of Killaloe, Hagarty and Richards is vehemently opposed to any plan by the Provincial government that increases the financial burden on municipal ratepayers in rural Ontario by subsidizing the transit system for the GTA;

AND FURTHER THAT a copy of this resolution be forwarded to Premier Kathleen Wynne, the Honourable Glen Murray, Minister of Transportation, Renfrew-Nipissing-Pembroke MPP John Yakabuski, and all municipalities in Ontario. Carried.

Should you have any questions or require further information, please feel free to this office.

Yours truly,

Susan Sheridan, CMO. CEMC  
Deputy CAO Clerk-Treasurer

SS/dcao

cc: Honourable Glen Murray, Minister of Transportation  
MPP John Yakabuski  
All municipalities in Ontario



# TOWNSHIP OF WARWICK

*"A Community in Action"*

6332 Nauvoo Road, R.R. #8, Watford, ON N0M 2S0

Twp. Office: (519) 849-3926  
Toll Free: 1-877-849-3926  
Fax: (519) 849-6136

E-MAIL: [info@warwicktownship.ca](mailto:info@warwicktownship.ca)  
WEBSITE: [www.warwicktownship.ca](http://www.warwicktownship.ca)

Works Dept: (519) 849-3923  
Arena: (519) 876-2808

July 4, 2013

All Ontario Municipalities

**RE: Motion of "Not a Willing Host Community" for Industrial Wind Turbine (IWT) Projects**

Dear Ontario Municipal Clerks and Councils:

Please be advised that the Council of the Township of Warwick met at their regular session of Council on June 26<sup>th</sup>, 2013 at which time Council passed the attached resolution stating that Warwick is "Not a Willing Host" community for Industrial Wind Turbine (IWT) projects.

We are forwarding our motion (attached) on to all Ontario municipalities, the Minister of Environment, Minister of Energy, Minister of Rural Affairs, and our local MPP Monte McNaughton, for their support and endorsement.

Kindest Regards,

Amanda Gubbels, Deputy Clerk/Deputy Administrator  
Township of Warwick

Cc: Jim Bradley, Minister of Environment  
Bob Chiarelli, Minister of Energy  
Jeff Leal, Minister of Rural Affairs  
Monte McNaughton, MPP Lambton-Kent-Middlesex  
All Ontario Municipalities



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**Moved by J. Couwenberg  
Seconded by J. Westgate**

**WHEREAS the Premier of Ontario has recently conveyed the Governments desire to limit Industrial Wind Turbines (IWT) Projects to communities that are willing hosts;**

**AND WHEREAS Warwick Township Council applauds the position of taken by the Premier and the Government;**

**AND WHEREAS Warwick Township Council has outlined their concerns on Industrial Wind Turbine and renewable energy projects in Ontario in a resolution dated November 14, 2012 which forms an integral part of this resolution:**

*WHEREAS the Province of Ontario has enacted the Green Energy Act (2009) as the framework for facilitation and approval of renewable energy projects within Ontario including Industrial Wind Turbines, Solar projects, and Fit programs.*

*WHEREAS the Township of Warwick residents have expressed concerns on the Industrial Wind Turbines and health impacts of renewable energy projects;*

*WHEREAS the Township of Warwick has one of the largest landfills in Ontario (Twin Creeks Landfill-Waste Management) with excess energy capacity; and the Township of Warwick is working with Waste Management to ensure grid capacity is available for energy from methane resources to enter grid capacity;*

*WHEREAS the Township of Warwick met with Minister Brad Duguid to be proactive and relay its residents concerns as well as request clarification to the economic impacts of the Samsung agreement and available grid capacity for Southwestern Ontario;*

*WHEREAS Minister Brad Duguid referred the Township of Warwick to Hydro One to confirm grid capacity for the Municipality to no avail,*

*WHEREAS the Township of Warwick has requested formal meetings and responses with the Ministry of Energy Minister Chris Bentley to continue earlier discussions and requests previously presented to the government;*

*WHEREAS Township of Warwick has been unsuccessful in being provided with the opportunity to speak to the government in regards to the Green Energy Act(2009);*



# TOWNSHIP OF WARWICK

*"A Community in Action"*

6332 Nauvoo Road, R.R. #8, Watford, ON N0M 2S0

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*WHEREAS more than 88 municipalities thorough Ontario have passed resolutions, motions and by-laws expressing concerns with the Green energy Act (2009);*

*WHEREAS more than 25% of Ontario municipalities have expressed concerns with the way the government has implemented and managed the Green Energy Act (2009);*

*WHEREAS the health and welfare of Ontario residents has not been demonstrated in the Green Energy Act (2009);*

*WHEREAS the Township of Warwick supports a moratorium on all current and future projects under the Green Energy Act (2009) until the federal health study has been completed to the satisfaction that the health and well-being of the Township of Warwick citizens is protected from any negative health impacts.*

*NOW THEREFORE BE IT RESOLVED THAT the Government of Ontario formally address and is held accountable to all the issues of the Green Energy Act (2009). - Carried.*

***AND WHEREAS Warwick Township Council is very concerned that the Green Energy Act has substantially changed the rules for municipalities with respect to wind farm developments by removing municipal control over development application though the traditional zoning requirements under the planning act approvals for wind project developments are not controlled by the Minister of Environment through the Renewable Energy Approval process, a legislative development that the Council strongly opposes;***

***AND WHEREAS Section 41 of the Electricity Act requires that a municipality provide wind project developers without charge access to and use of its road for both construction and maintenance of its turbines and electrical infrastructure, including transmission lines;***

***AND WHEREAS future jobs of Ontario are going to hinge on efficient energy costs, by subsidizing the cost of energy by these wind projects, we are limiting future growth in Ontario;***

***NOW THEREFORE BE ITS RESOLVED THAT the province of Ontario, specifically the Ministry of Environment, be now advised that the Township of Warwick is Not a Willing Host for Industrial Wind Turbines;***





# **TOWNSHIP OF WARWICK**

*"A Community in Action"*

6332 Nauvoo Road, R.R. #8, Watford, ON N0M 2S0

---

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***AND THAT this resolution be circulated to Premier Kathleen Wynne, as well as the Minister of Environment, Minister of Energy, Minister of Rural Affairs and to all Ontario municipalities for their support and endorsement.***

***- Carried.***

Motion 18 – June 26, 2013

COPY



Honourable Kathleen Wynne, MPP, Premier  
Room 281 Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

July 4, 2013

Dear Premier:

Please be advised that the Corporation of the Town of Minto passed the following resolution at its July 2, 2013 meeting:

WHEREAS the Town of Minto supports the Township of Centre Wellington and County of Wellington who have requested the Government of Ontario through the Ministry of the Environment issue a moratorium on wind energy projects until a health study has been completed by an independent third party;

AND WHEREAS the Premier of Ontario has recently conveyed the Government's desire to limit Industrial Wind Turbine (IWT) Projects to communities that are willing hosts;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Town of Minto applauds the position taken by the Premier and the Government;

AND THAT based on the consistent position of Council for the Township of Centre Wellington and the County of Wellington and the input received from the community regarding IWTs, the Province of Ontario and specifically the Ministry of Environment be now advised that the Town of Minto is not a "willing host" for IWTs;

AND THAT this resolution be circulated to Premier Kathleen Wynne, as well as to the Minister of Environment, Minister of Energy, and Minister of Rural Affairs for their support and endorsement.

I would be pleased to discuss this issue with you at any time.

Sincerely,

Mayor George Bridge  
Town of Minto  
5941 Highway #89  
Harriston, Ontario  
N0G 1Z0

tel: 519-338-2511  
fax: 519-338-2005

[www.town.minto.on.ca](http://www.town.minto.on.ca)

cc. Minister's noted, Hon. Randy Pettapiece, MPP Hon. Ted Arnott, MPP,  
Email cc. County of Wellington, Wellington County Lower Tier Municipalities

July 8<sup>th</sup>, 2013

To: *Wellington North Council*  
*Mayor Ray Tout*  
*Councillor Dan Yake*  
*Councillor Sherry Burke*  
*Councillor Mark Goetz*  
*Councillor Andy Lennox*

Subject: *R.E.S. Wind Turbine Project Wellington North, Southgate.*

Mr. Mayor and Councillors,

I have now had an opportunity to speak in person with each of you and I appreciate and thank you for the time you have given me.

I am now putting my concerns in writing to again emphasize that I was contacting each of you to firmly tell you that my husband and myself are absolutely against wind turbines in Wellington North where we live and, in neighbouring Southgate. In fact, not anywhere in Ontario.

We are not alone in our objection and I have encouraged many people to contact you as well. In discussion the comment has been made among us that none of us have encountered anyone who is in favor. That leads me to believe that several of the signatories with R.E.S. are not residents of this area. Yes, they own the land but they live in another community, Toronto perhaps. If that is the case, the \$1 million dollars per year generated to the landowners will not likely be spent in this area and the landowners do not have to suffer the repercussions of living with wind turbines.

As to the \$215,000 added to the tax base; that will be eroded very quickly now that the R.E.S. project has become so open. Our property values are likely falling right now due to apprehension and will probably be reduced by half if this project is allowed to go through. Is that the legacy you want constituents to remember?

Another issue I have with Gabriel Durany, the project manager for R.E.S. is that when asked by my councillor, Sherry Burke, about public concerns raised about turbine development locally, Durany replied "I wouldn't say unfavourable". We and others have clearly told him we are not in favour and when he asked me what we

would do if the project goes through and I told him we would fight it. What else is he not telling you?

We as tax payers must also be ever mindful of the fact that Ontario is in a surplus power situation and in the first 6 months of this year has stopped generating hydro at a cost to taxpayers of \$62 million.

I respectfully request that at your next council meeting Wellington North Councillors put forward, and accept the motion as 56 other municipalities already have, that being, that **Wellington North is not a Willing Host to Wind Turbines.**

Regards,

*Cynthia Baltoumas,*  
7760 Sideroad 2 East,  
RR 2  
Kenilworth,  
NOG 2E0  
519-323-3173  
baltoumas@sympatico.ca

ARTHUR MERCHANTS FAST BALL ASSOCIATION

DARCY'S 17<sup>TH</sup> ANNUAL 3-PITCH TOURNAMENT; JULY 26 & 27, 2013

JUNE 22, 2013

ATTENTION: Public Health Inspector – Special Events

474 Wellington Rd 18, Suite 100, RR# 1, Fergus ON M1N 2W3 (FAX 519-846-032)

Ontario Provincial Police – Arthur

630 Main St N., Mount Forest ON N0G 2L0

Arthur Fire Chief- ATT: Jeff DAHMS

7490 Sideroad # 7 W, Box 125, Kenilworth N0G 2E0

Municipal Clerk- Wellington North

7490 Sideroad 7 West, Box 125, Kenilworth. ON N0G 2E0

Please be advised that the 17<sup>th</sup> annual Darcy's 3-Pitch Tournament will be held July 26<sup>th</sup> and 27<sup>th</sup> 2013, at the Arthur Community Ball Diamonds, 158 Domville Street, Arthur. Games will begin at 5pm on the 26<sup>th</sup> and are expected to be finished by 1am on the 27<sup>th</sup>.

Bar and entertainment will be at the Optimists Club Pavilion and Serving Area located at the Community Centre.

Please contact Roger Deming at 519-993-7388 if further information is required.

Regards,

Roger Deming

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

**BY-LAW NUMBER 55-13**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 22, Concession A as shown on Schedule "A" attached to and forming part of this By-law from **Agricultural Exception A-59 to Agricultural Exception A1-149**.
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

|   |  |
|---|--|
| <b>33.149</b><br><br>Part Lot 22,<br>Concession A | <b>A1-149</b><br>In addition to the permitted uses of Section 8.1, a 4560 sq.ft. building may be permitted for the use of a home industry (welding shop). All other criteria under section 6.14 shall be applicable.<br><br>And further no other accessory structures will be permitted on the property including a building used for an accessory structure or hobby barn, without an amendment to this by-law. |
|---|--|

3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 15TH DAY OF JULY, 2013.**

---

**RAYMOND TOUT  
MAYOR**

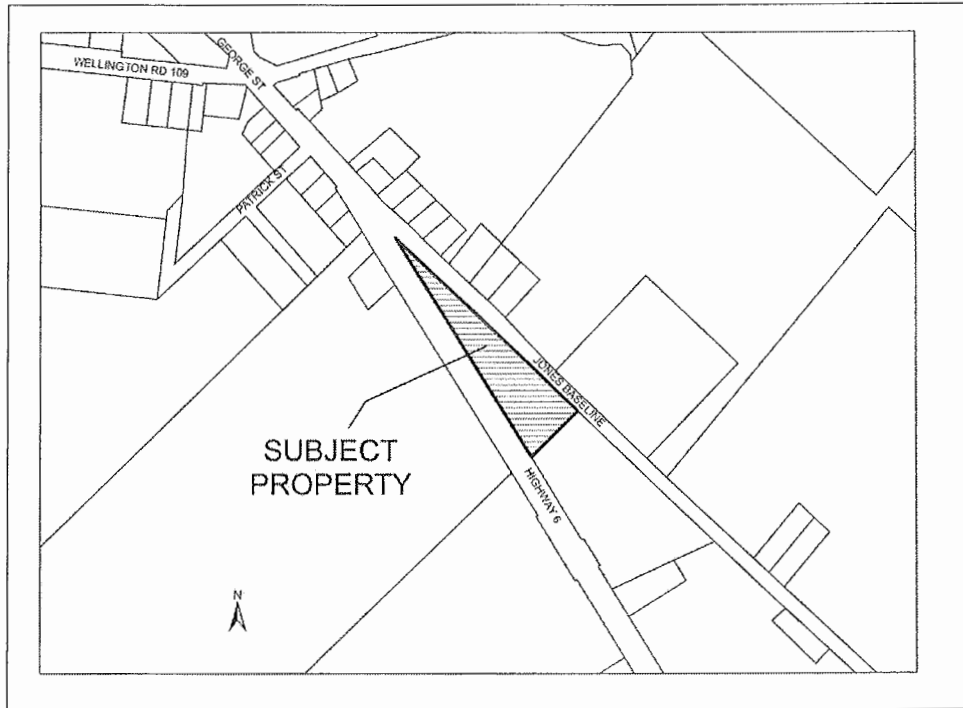
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**CATHERINE MORE  
DEPUTY CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 55-13**

**Schedule "A"**



**Agricultural Exception A-59 to Agricultural Exception A1-149**

**This is Schedule "A" to By-law No. 55-13  
Passed this 15th day of July, 2013**

---

**RAYMOND TOUT  
MAYOR**

---

**CATHERINE MORE  
DEPUTY CLERK**



## EXPLANATORY NOTE

### BY-LAW NUMBER 55-13

**THE LOCATION** being rezoned is in Part lot 22, Concession A with a civic address of 7595 Highway 6. The property is approximately 1.27 hectares (3.14 acres) in size currently occupied by a dwelling and shop which the applicants business operates from.

**THE PURPOSE AND EFFECT** The purpose of the amendment is to amend the site specific zoning on the subject lands to recognize the existing use of a welding shop and to allow a 4560 ft<sup>2</sup> building for the existing welding business.

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

**BY-LAW NUMBER 56-13**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (North Half Lot 10, Concession 14, 8405  
Highway 89 – Eccles)**

**WHEREAS**, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as N1/2 Lot 10, Concession 14 as shown on Schedule "A" attached to and forming part of this By-law from:
  - **Agricultural (A) to "Agricultural Exception (A-147)**
  - **Agricultural (A) to "Agricultural Exception (A-148)**
  
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

|   |   |
|---|---|
| <b>33.147</b><br><br><b>North 1/2 Lot 10,<br/>Concession 14</b> | <b>A-147</b><br><b>Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted.</b> |
|---|---|

3. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

|   |   |
|---|---|
| <p><b>33.148</b><br/><br/>North 1/2 Lot 10,<br/>Concession 14</p> | <p><b>A-148</b><br/>Notwithstanding Section 6.1.4 ii or any other section of this by-law, one shed containing a maximum floor area of 334.5 sq.m. (3,600 sq.ft) may be permitted on the subject lands. Subject to the following conditions:</p> <ul style="list-style-type: none"><li>a) enlargement of this shed is not permitted.</li><li>b) additional accessory structures are not permitted including a hobby barn or building under the home industry provisions.</li><li>c) The existing barn and shed (total area of 4040 sq.ft.) is to be removed.</li></ul> |
|---|---|

4. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
5. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 15TH DAY OF JULY, 2013.**

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**RAYMOND TOUT  
MAYOR**

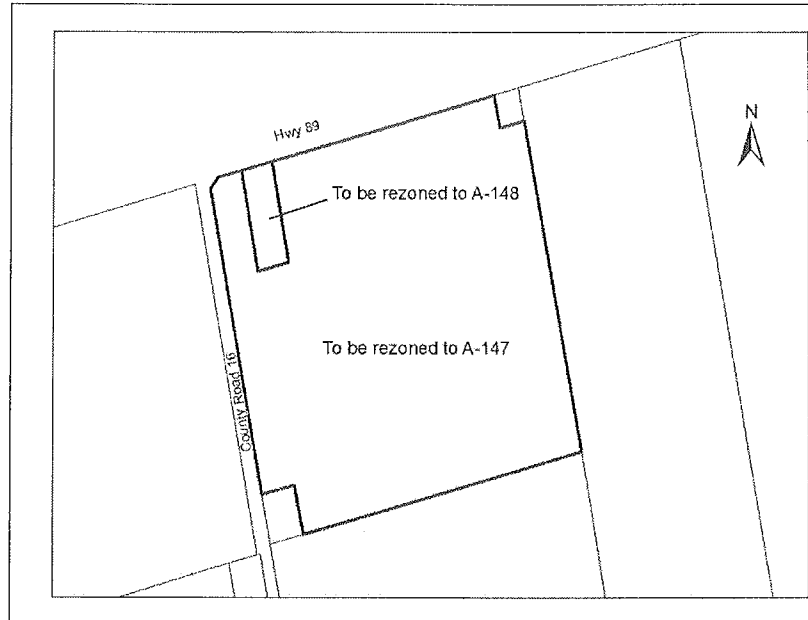
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**CATHERINE MORE  
DEPUTY CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 56-13

Schedule "A"



Rezoned from Agricultural (A) to Agricultural Exceptions (A-147 and A-148)

This is Schedule "A" to By-law No. 56-13  
Passed this 15th day of July, 2013

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RAYMOND TOUT  
MAYOR

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CATHERINE MORE  
DEPUTY CLERK

## EXPLANATORY NOTE

### BY-LAW NUMBER 56-13

**THE LOCATION** being rezoned is in North 1/2 Lot 10, Concession 14 with a civic address of 8405 Highway 89. The property is approximately 40.7 hectares (100.6 acres) in size and is occupied by a residence and proposed drive shed.

**THE PURPOSE AND EFFECT** of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural land (A-147) and to allow a proposed oversized drive shed on the residential portion of the lands (A-148). This rezoning is a condition of severance application B25/13, that was granted provisional approval by the Wellington County Land Division Committee on May 9<sup>th</sup>, 2013. The consent will sever the existing farm dwelling, and accessory buildings (1.06 ha. (2.6 ac) from the remainder of the agricultural parcel (39.7 ha. (98.1ac).

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

**BY-LAW NUMBER 57-13**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH ( Part Lot 22, Concession 7, 8780  
Concession 7 – R. & R. Mitchell Farms Ltd.)**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 22, Concession 7 as shown on Schedule "A" attached to and forming part of this By-law from:
  - **Agricultural (A) to "Agricultural Exception (A-145)**
  - **Agricultural (A) to "Agricultural Exception (A-146)**
  
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

|   |   |
|---|---|
| <b>33.145</b><br><br>Part Lot 22,<br>Concession 7 | <b>A-145</b><br><b>Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted.</b> |
|---|---|

3. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

|  |   |
|--|---|
| <p><b>33.146</b></p> <p><b>Part Lot 33,<br/>Concession 9</b></p> | <p><b>A-146</b></p> <p><b>Notwithstanding Section 6.1.4 ii or any other section of this by-law, the shed existing on the day of passing of this by-law may have a maximum floor area of 250.8 sq.m. (2,700 sq.ft). Subject to the following conditions:</b></p> <ul style="list-style-type: none"><li><b>a) enlargement of this shed is not permitted.</b></li><li><b>b) additional accessory structures are not permitted including a hobby barn or building under the home industry provisions.</b></li><li><b>c) removal of the existing shed shall void this provision.</b></li></ul> |
|--|---|

4. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
5. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 15TH DAY OF JULY, 2013.**

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**RAYMOND TOUT  
MAYOR**

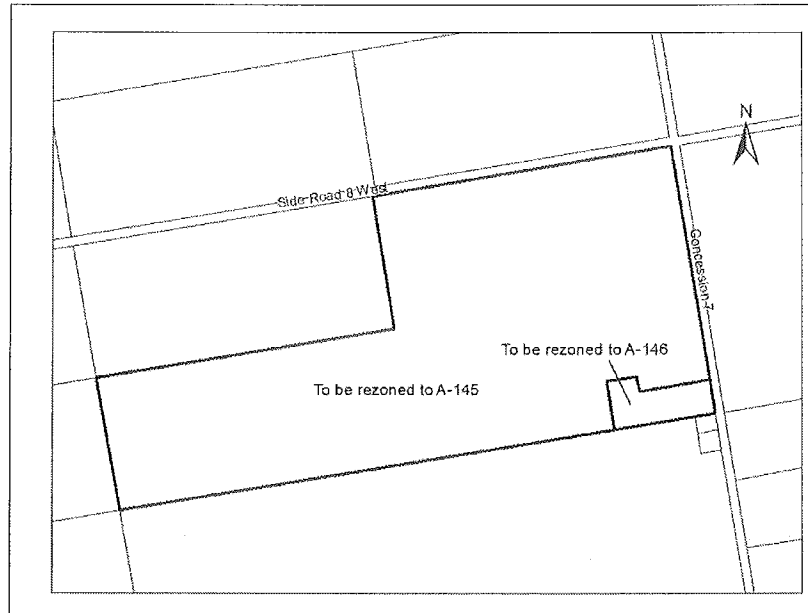
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**CATHERINE MORE  
DEPUTY CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 57-13

Schedule "A"



Rezone from Agricultural (A) to Agricultural Exceptions (A-145 and A-146)

This is Schedule "A" to By-law No. 57-13  
Passed this 15th day of July, 2013

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RAYMOND TOUT  
MAYOR

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CATHERINE MORE  
DEPUTY CLERK



## EXPLANATORY NOTE

### BY-LAW NUMBER 57-13

**THE LOCATION** being rezoned is in Part lot 22, Concession 7 with a civic address of 8780 Concession 7. The property is approximately 60.7 hectares (150 acres) in size and is occupied by a residence and drive shed.

**THE PURPOSE AND EFFECT** of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural land (A-145) and to allow an oversized shed on the residential portion of the lands (A-146). This rezoning is a condition of severance application B17/13, that was granted provisional approval by the Wellington County Land Division Committee on April 11<sup>th</sup>, 2013. The consent will sever the existing farm dwelling, and accessory building (1.93 ha. (4.79 ac) from the remainder of the agricultural parcel (58.8 ha. (145.3 ac).

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

**BY-LAW NUMBER 58-13**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (Park Lot 2, 178 Frederick Street West,  
Arthur – Baratto)**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule "A" Map 2 to By-law 66-01 is amended by changing the zoning on lands described as Park lot 2, RP 60R-2919 as shown on Schedule "A" attached to and forming part of this By-law from **Natural Environment (NE)** to **"Residential Holding Exception (R3(H)-33)**
2. THAT Section 31, Exception Zone 1 – Arthur Village, is amended by the inclusion of the following new exception:

|  |   |
|--|---|
| <b>31.33</b><br><br>Park lot 2, RP<br>60R-2919 | <b>R3(H)-33</b><br>Notwithstanding section 6.20.1a) of this by-law, the required setback from the Natural Environment NE zone limit, for any new buildings shall be 5 metres.<br><br>And further one single family dwelling shall be permitted only and shall be located directly to the rear of the home located at 178 Frederick Street West. |
|--|---|

3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 15TH DAY OF JULY, 2013.**

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**RAYMOND TOUT  
MAYOR**

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**CATHERINE MORE  
DEPUTY CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 58-13

Schedule "A"



Rezone from Natural Environment (NE) to Residential Holding Exception (R3(H)-33)

This is Schedule "A" to By-law No. 58-13  
Passed this 15th day of July, 2013

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RAYMOND TOUT  
MAYOR

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CATHERINE MORE  
DEPUTY CLERK

## EXPLANATORY NOTE

### BY-LAW NUMBER 58-13

**THE LOCATION** being rezoned is in Park lot 2, with a civic address of 178 Fredrick Street in Arthur Village. The property is approximately 2.4 hectares (5.9 acres) in size and is currently occupied by a dwelling.

**THE PURPOSE AND EFFECT** The purpose of the amendment is to rezone a portion of the subject lands from Natural Environment (NE) to Residential Exception R3(H)-33, to allow for the construction of a single family dwelling. This zone amendment is required as a condition of approval for severance application B59/12 which was granted provisional consent by Wellington County Land Division committee on September 13<sup>th</sup>, 2013.

**TOWNSHIP OF WELLINGTON NORTH**  
**Regular Meeting of Council**

MOVED BY: \_\_\_\_\_ DATE: July 15, 2013

SECONDED BY: \_\_\_\_\_ RES. NO.: \_\_\_\_\_

**WHEREAS the Council of the Corporation of the Township of Wellington North adopted By-law Number 45-13 on 3<sup>rd</sup> day of June, 2013 appointing Michael Givens as the Acting Chief Administrative Officer effective Tuesday, June 4, 2013.**

**NOW THEREFORE the Council of the Corporation of the Township of Wellington North hereby repeals By-law Number 79-06, being a by-law to appoint a Chief Administrative Officer/Clerk for the Corporation of the Township of Wellington North, in its entirety, effective July 15, 2013.**

MAYOR \_\_\_\_\_

CARRIED

DEFEATED

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

**BY-LAW NUMBER 59-13**

**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  
JULY 15, 2013.**

**AUTHORITY: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 5(3) and 130.**

**WHEREAS** the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law.

**AND WHEREAS** the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law.

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

1. That the action of the Council at its Regular Meeting held on July 15, 2013 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. That the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Ontario Municipal Board Act, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 15TH DAY OF JULY, 2013.**

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**RAYMOND TOUT  
MAYOR**

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**CATHERINE MORE  
DEPUTY CLERK**

## MEETINGS, NOTICES, ANNOUNCEMENTS

|                          |                                      |                          |
|--------------------------|--------------------------------------|--------------------------|
| Wednesday, July 17, 2013 | Economic Development Committee       | 4:30 p.m.                |
| Monday, July 22, 2013    | Administration and Finance Committee | 5:00 p.m.                |
| Monday, August 12, 2013  | Public Meeting                       | 7:00 p.m.                |
| Monday, August 12, 2013  | Public Meeting                       |                          |
| Monday, August 12, 2013  | Regular Meeting of Council           | Following Public Meeting |

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

**Sign Language Services – Canadian Hearing Society – 1-800-668-5815**

**Documents in alternate forms – CNIB – 1-866-797-1312**