

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF COUNCIL
SEPTEMBER 10, 2018 @ 2:00 P.M. -
(CLOSED SESSION @ 1:30 P.M.)
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

CALLING TO ORDER - Mayor Lennox

ADOPTION OF THE AGENDA

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION

The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically (c) a proposed or pending acquisition or disposition of land by the municipality or local board;

1. REPORTS

- a. CLK 2018-039 being a report on a potential sale of land, (former school property), Kenilworth;

2. REVIEW OF CLOSED SESSION MINUTES

- a. July 23, 2018

3. RISE AND REPORT FROM CLOSED MEETING SESSION

O ' CANADA

PRESENTATIONS

- 1. Scott Craggs, Senior Operations Manager, Ontario Clean Water Agency 001
Natalie Baker, Business Development Manager, Ontario Clean Water Agency
 - Ontario Clean Water Agency – Working with the Township of Wellington North
- 2. Kate Rowley, Lynes Blacksmith Shop Planning Committee 018
 - Update on Lynes Blacksmith Shop

RECESS TO MOVE INTO PUBLIC MEETING

- Committee of Adjustment – Weber, Cleon, Verna and Dwayne
- Public Meeting – Mount Forest Developments Inc.

RESUME REGULAR MEETING OF COUNCIL

ADOPTION OF MINUTES OF COUNCIL

- Public Meeting of August 13, 2018 030
- Regular Council Meeting of August 27, 2018 034

BUSINESS ARISING

- 1. Report CAO 2018-010 – Property Standards, 133 Birmingham Street East, Mount Forest 051

ITEMS FOR CONSIDERATION

1. ADMINISTRATION

- a. Report EM 2018-03 being a report on the status of the Emergency Management Program 053

- b. Report CLK 2018-034 being a report on the appointment of Joint Compliance Audit Committee 068
- c. Report CLK 2018-036 being a report on Consent Application B95-18 (Harris) 070
- 2. BUILDING
 - a. Report CBO 2018-14 Building Permit Review Period Ending July 31, 2018 074
 - b. Report CBO 2018-15 Building Permit Review Period Ending August 31, 2018 077
 - c. Report SPA 2018-03 Musashi Auto Parts Canada Inc. Plant 2 – 500 Domville Street, Arthur 080
- 3. ECONOMIC DEVELOPMENT
 - a. Report EDO 2018-30 FarmLINK 082
- 4. FINANCE
 - a. Cheque Distribution Report, August 30, 2018 086
 - b. Report TR2018-012 being a report on the FCM MAMP Funding Application and Township Asset Management Initiatives 089
- 5. FIRE
 - a. Communiqué #058 - August, 2018 099
- 6. OPERATIONS
 - a. Report OPS 2018-019 – Consent to Construct of Arthur Fairgrounds Practice Diamond C 105
 - b. Report OPS 2018-020 – CIMCO In Year Capital Expense – Information Update 107
 - c. Report OPS 2018-021 – Molok Waste Canister Install at Trail Locations; Consent to Fund and Submit for 50% Cost Recovery 109

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

BY-LAWS

- a. By-law Number 075-18 being a by-law to appoint members to the Joint Compliance Audit Committee for the Township of Wellington North 113
- b. By-law Number 079-18 being a by-law to authorize the execution of a Site Plan Agreement (Part of Park Lots 4 and 5, shown on the Crown Survey of Arthur Village, being Parts 1, 2 and 3 on Deposited Plan 61R8981, in the Township of Wellington North, in the County of Wellington, Subject to an Easement on Part 2 of the said Plan 61R8981 registered as Instrument No. LT72786 having Property Identifier Number 71095-0035 (LT) (500 Domville Street – Musashi Plant 2) 114

CULTURAL MOMENT

Celebrating CULTURE DAYS 124

CONFIRMATORY BY-LAW NUMBER 080-18 125

ADJOURNMENT

MEETINGS, NOTICES, ANNOUNCEMENTS		
September 12, 2018	Mapleton, Minto, Wellington North Joint Economic Development Meeting – Mount Forest & District Sports Complex	5:30 p.m. to 8:30 p.m.
September 20, 2018	Cultural Roundtable Meeting	12:00 p.m.
September 24, 2018	Council Meeting	7:00 p.m.
September 25, 2018	Arthur BMX/Skateboard Park Committee Meeting	7:00 p.m.
September 28, 29 & 30, 2018	Wellington North Culture Days	
October 9, 2018	Council Meeting	2:00 p.m.
October 10, 2018	A Kitchen Table Talk: Opioids 101, hosted by Safe Communities Committee – Mount Forest Legion	7:00 p.m. to 9:00 p.m.
October 22, 2018	Municipal Election Day	

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

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

- Kitchener location – 1-855-656-3748

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



**Ontario Clean Water Agency- Working
with the Township of Wellington North**

We are the Ontario Clean Water Agency (OCWA)

**Your trusted partner in providing safe, efficient
and sustainable water, wastewater and
stormwater solutions.**





4.5M Ontarians Place their Trust in Us



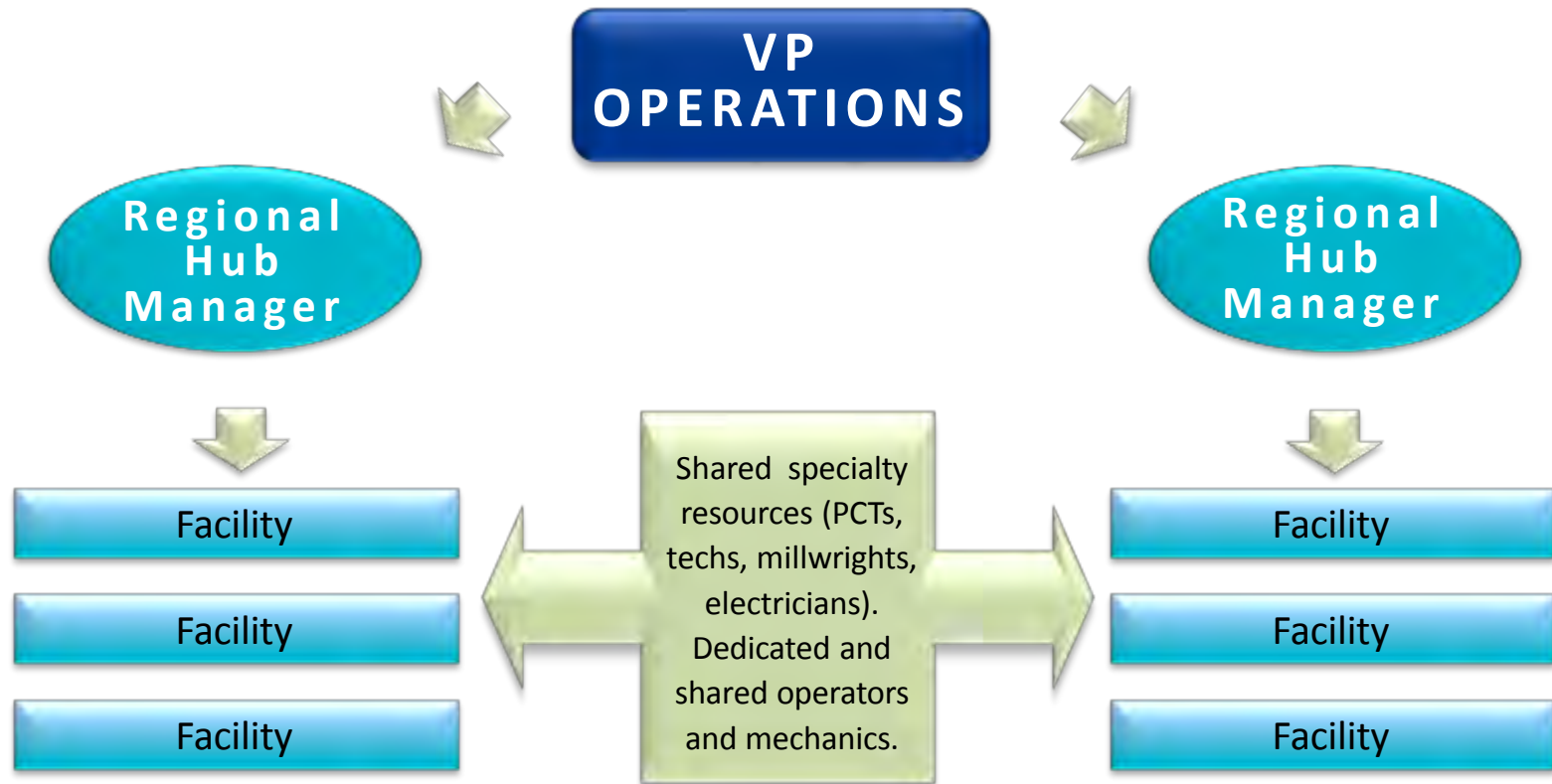
- Largest water and wastewater operator in Canada
- Hub and spoke network is our structural backbone
- OCWA's five emergency Response Teams backstop water emergencies across province
- Manage more than \$20 Billion in municipal infrastructure

Your Total Water Solutions Provider

- Operations & Maintenance
- Resource Management
- Financial & Capital Planning Services
- Asset Planning & Asset Management
- Engineering & Capital Delivery Services
- Training
- Utility Management

OCWA's Approach

Shared Services: Cost-effective Delivery Model





OCWA's Partnership with the Township of Wellington North

- Manage \$30M+ of your wastewater assets
- Partnered with the Township since 1996
- Annual agreement value - \$463,862.18
- Current contract expires December 31st 2019
- Within 2017 OCWA had no Non-Compliances and met all ECA limits and objectives

Operations and Maintenance

Efficiently using all available resources and capacity to provide compliant and efficient operations and maintenance services



	Raw m3	Total Discharged m3	Average Flow m3	Maximum Flow m3	Percentage of design	Sludge	Flow to Lagoon
Mount Forest 2016	711,471	767,522	1,948	8,561	69.1%	2,950	
Mount Forest 2017	858,019	922,841	2,354	12,941	83.5%	3,778	
Difference from 2016 to 2017	20.59%	20.2%	20.8%	51%	20.8%	28%	
Arthur Lagoon 2016	495,051	501,266	1,353	6,433	92.3%	1944	198,319
Arthur Lagoon 2017	533,330	577,461	1,516	5,844	103.5%	1942	167,023
Difference from 2016 to 2017	7.7%	15.2%	12%	-9.1%	12.1%	-.10%	-15.7%



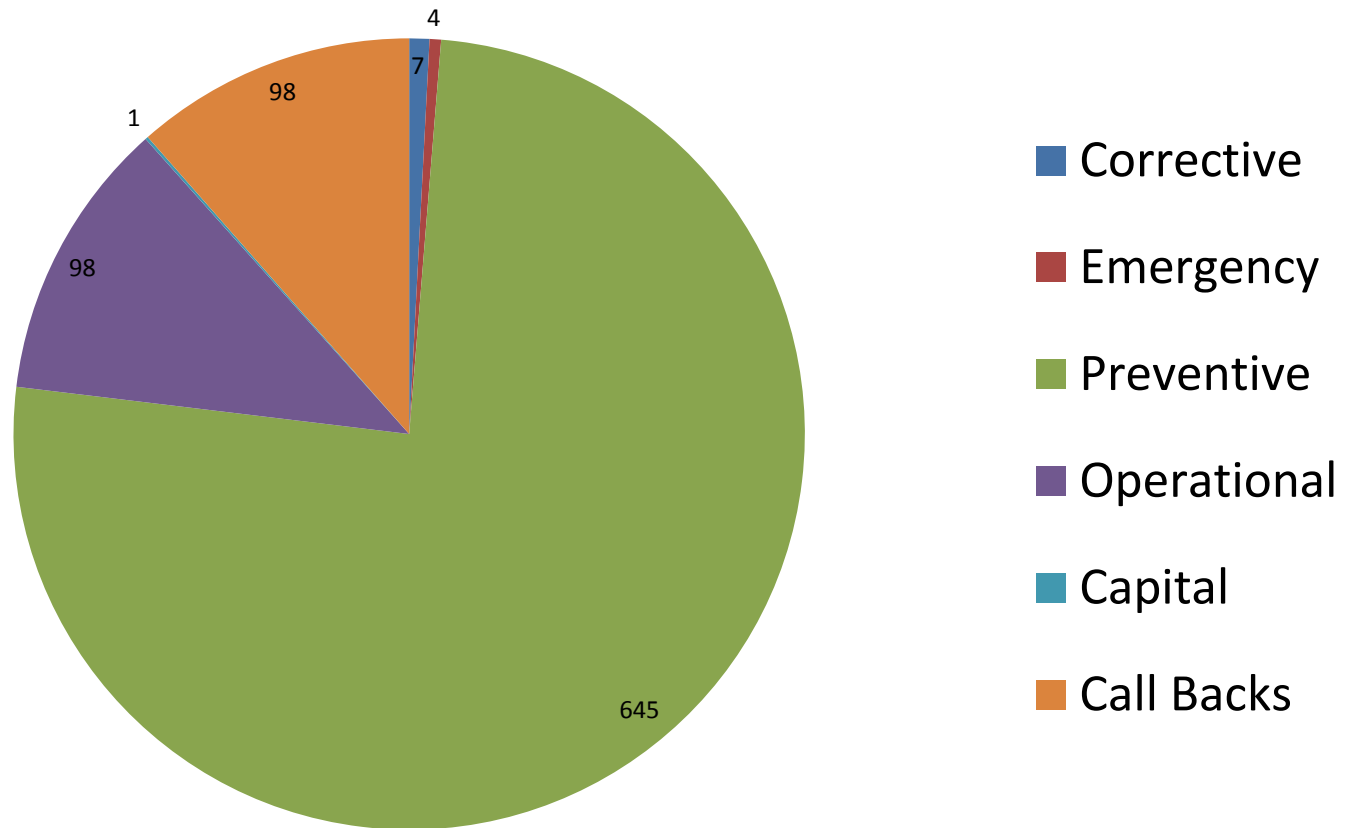
Maintaining your assets

- In 2017 OCWA managed \$202,323.35 in capital work on behalf of the Township
- Replacement of media sand in filters

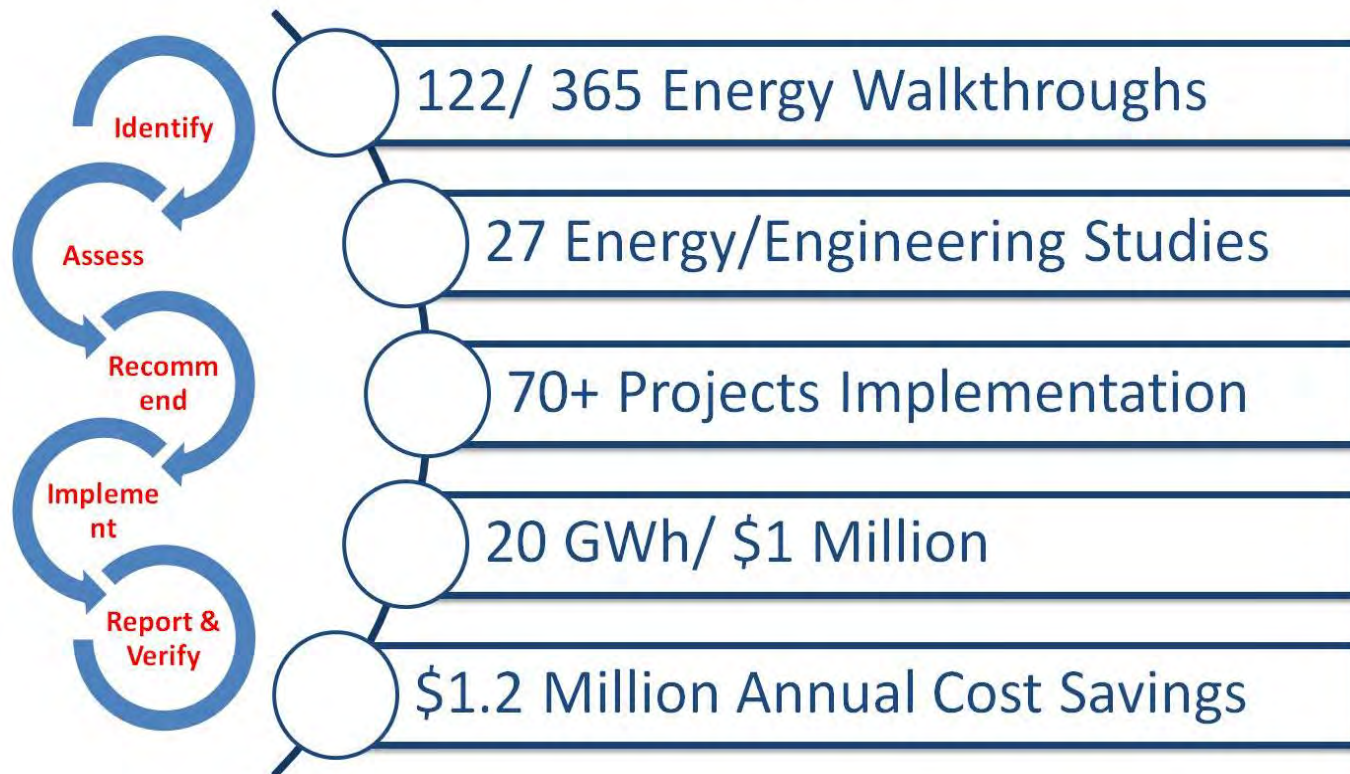


- Sludge storage clean out of cells 1,2 and 4
- Cork Street pump rebuild
- Effluent Pump Rebuild
- Recoating of Digester Building

CMMS - 2017 Work Order Summary






Energy Conservation



OCWA is a trusted advisor to clients on energy conservation, energy plans, monitoring and verification (M&V) and optimization

Emergencies? We've Got Your Back.

OCWA Response Teams Emergency (OERT) can arrive in your community within hours

-  Water Response Trailer (5)
-  Rehabilitation Trailer (1)
-  Wastewater Response Trailer (2)



Resource Management

Focused on resource recovery and source protection to minimize the environmental footprint in your community.





Sustainability through Social Responsibility



We consider the social, environmental and economic impact of our activities, both as individuals and as an Agency.



Changing Habits, Protecting Infrastructure

I Don't Flush public awareness campaign.



www.idontflush.ca

I don't
flush





OCWA: Your Best Choice in Water and Wastewater

Lowest Risk, Highest Quality, Best Value

- Total water and wastewater solutions provider: full range of services
- Hub and spoke structure provides economies of scale
- Full cost-recovery Agency aligned with public mandate
- Best-in-class compliance and safety record
- 5 fully-equipped Emergency Response Teams
- 600+ Certified Operators
- Employees play an active role in your communities

Thank you.

Scott Craggs
Senior Operations Manager
Ontario Clean Water Agency

Phone: 519-939-7015
Email: scraggs@ocwa.com

Natalie Baker
Business Development Manager
Ontario Clean Water Agency

Phone: 705-730-3480
Email: nbaker@ocwa.com



**ARCHITECTURAL
CONSERVANCY
ONTARIO**

PRESERVATION WORKS REPORT

LYNES BLACKSMITH SHOP

HWY 6, KENILWORTH, ONTARIO

SITE VISIT MAY 17, 2018



CONSULTANTS

Catherine Nasmith Architect

Sarah Hill, Lord Cultural Resources

Will Teron, Tacoma Engineering

TABLE OF CONTENTS	Page No
Overview	2-3
Architectural Assessment	4-6
Summary	
Roof	
Roof Rehabilitation	
Attic	
Masonry	
Brick	
Stone	
Structural Assessment	7-8
Summary	
Roof	
Loft	
Masonry Walls	
Forge/Chimney	
Cultural Attraction Assessment	9-12
Staffing-Blacksmith	
Collections	
Digital Marketing	
Formal Education	
Income Generating Opportunities	
Implications for Facilities	



View of front of the Blacksmith Shop looking south along Hwy 6.

Overview

ACO Preservation Works was contacted by Ms. Kate Rowley of the Lynes Blacksmith Shop Committee to request a Preservation Works Assessment of Lynes Blacksmith Shop in Kenilworth Ontario. The property, given to the municipality by the Lynes family is on Hwy 6, and contains a stone blacksmith workshop, a small barn and a frame residence. The municipality has set up a local committee with community representatives, including the Wellington County Museum and Archives. The hope is to develop the property as a cultural attraction, ideally with an operating blacksmith shop. The other buildings would play a role.

After some discussion between Kate Rowley and Catherine Nasmith, ACO's Preservation Works volunteer co-ordinator, it was determined what would be most helpful would be a visit from experts who could give a preliminary and general overview of the structural viability of the blacksmith shop, as well as comment on its potential as a cultural attraction. It is understood that the Preservation Works assessment is a starting point for an approach to structural and architectural assessment, and would not contain any detailed recommendations, but would provide some guidance for next steps for the project.

Ms. Rowley forwarded the business plan and several photographs of the interior of the blacksmith shop.

The most notable quality of the place is its time capsule quality, building and contents. The property has not been

in operation since 1955, when it was closed with all of the blacksmith tools in place. Also stored in the building are artifacts from the Carriage works, which was on the property, including equipment for building carriages and a nearly completed sled project.

On May 17, 2018 consultants Will Teron, Sarah Hill, and Catherine Nasmith visited and were met by an impressive contingent from the community.



Wellington North councillor Dan Yake, Wellington North CAO Mike Givens, Lynes Blacksmith Shop Committee member Cor DeGroot, Lynes Blacksmith Shop site manager Barry Manser, Wellington County Museum and Archives Curator, Sandu Sindile, Will Teron, Catherine Nasmith, Lynes Blacksmith Shop Committee Chair, Kate Rowley, Sarah Hill, Wellington North Councillor Steve McCabe, Wellington North Mayor Andy Lennox

Architectural Assessment

Catherine Nasmith, Catherine Nasmith Architect

The most important feature of the site is its time capsule quality, evident in all three buildings, retaining both structures and artifacts that tell the story of the lives of several generations of the Lynes family, as well as the crafts of blacksmithing and carriage making. The house retains furniture from several periods, wallpaper from the mid 1960's, linoleum from 19-30's or 40's. The barn/shed is intriguing with its combination of pig sty and chicken roosts, with an outhouse built in between. That structure is in somewhat precarious condition. It tells the story of the thrift of the family, built with a mix of scavenged and newer materials.

Cataloguing all of the contents and leaving them insitu as much as possible in all of the buildings until such time as a plan for operations and repairs is finalized will be important to keeping all options for the property's future open. The property is of great interest to the public in its untouched state, which has been demonstrated by Doors Open visits as well as other public events. Funds could be raised by controlled visits to the property as it is today. Ms. Hill also suggested that publicizing and recording the project development process both online and in media will help in generating excitement, public engagement and funds for the project.



Collection of artifacts and forge in interior



Wooden Sled

The overall condition of the blacksmith shop is good, but as set out in the structural assessment some repairs are needed, notably in the forge, the stonework, and the roof/attic.

The blacksmith shop building is unusual in the area, having been built from fieldstone, granite boulders, rather than the native limestone of the area, suggesting it was built before local stone quarries were established. From visual assessment, the house and barn appear to be built somewhat later.

Roof:

The blacksmith shop's roof is noticeably sagging and appears to be displacing the upper portions of the front wall above the main doors. In earlier photographs, which show the now missing Carriage Works building, there were dormers, an additional chimney and the roof appears to have had shingles.



Early photograph of property, supplied by Lynes Blacksmith Committee members

Roof Rehabilitation:

While roof replacement may be necessary, and has been contemplated by the committee, the architect and engineer stressed that to preserve the sense of time and materials of the property, options for re-inforcing the roof structure while conserving existing fabric should be explored by a structural engineer with experience in dealing with heritage construction. The steel roofing is due for replacement and could be replaced in kind. There is photographic evidence of an earlier type of shingled roofing, possibly wood shingles that could also be considered. Either option would be possible and the need to be considered as the roof structure is assessed by a structural engineer.

Attic:

The attic is supported on long single square cut timbers at wide spacings with 2" plank decking. The floor is overloaded with stored materials, and noticeable movement in the attic floor occurred when walked upon. In considering the roof repairs, consideration of ways to either remove load on these timbers or to re-inforce the structure by adding material or cutting the spans of the beams should be taken into account. Restricting access and use of the attic space to maintenance personnel only and leaving the existing timbers to act as collar ties alone might also be considered.

Masonry:

Brick: The brick forge needs considerable restoration work, the red brick appears to be a soft brick with lime mortars. In places the brick surface is eroding. Repair with cement-based mortars should not be contemplated, as the mortars would be harder than the brick, meaning that any movement would have to be absorbed by the masonry units, causing cracking and premature losses. Finding matching brick of similar colour and composition

will be important to maintaining the structural integrity of the forge brickwork. Any repairs to it should be conducted by a mason with considerable experience working with early bricks and quick lime mortars.



Soft brickwork of the forge

There is evidence of quick lime mortar, some surface damage has occurred to the bricks with surfaces spalling off, possibly from damp and frost cycles. The masonry needs to be assessed by an expert heritage mason to determine if similar brick is available to repair, and to determine the degree of brick replacement and mortar types necessary for the forge to be restored to utility. Repairs with cement-based mortars could accelerate deterioration and should be avoided.

Stone:

Overall the stonework is in generally good condition. There has been some repointing with cement-based mortars that should be removed, possibly re-instating earlier ribbon pointing but that work would be low priority as it does not appear to be endangering the harder granite masonry. There are at least two areas that need immediate repair, the area above the main doors is leaning out, likely caused by roof downward thrust. There is also a large crack in the northeast corner of the stone structure which could be related to its location near the forge or have been caused by root damage. The trees nearest the building have been cut down. More detailed assessment of these two areas by a structural engineer and a mason, both experienced with heritage masonry will be necessary to determine the best means to repair.

Windows and Doors:

We did not spend a lot of time examining the condition of the windows and doors, but did notice that some of the wooden sills had been replaced by concrete, which in turn has been deteriorating. Every effort should be made to restore rather than replace the existing windows and doors. It is not clear how long they have been in the building, but they appear to be the same windows as in the early photographs supplied by the committee. If original to the structure, such windows may have been made with first-cut lumber, which has a far higher resin content than modern pine. Even windows which have surface deterioration can often be repaired and would have a much

longer life expectancy if repaired and maintained than modern replacement windows. As the operation is expected to be seasonal, there is no need for a high level of thermal performance from the windows.



Structural Assessment

Will Teron, Tacoma Engineering

From a structural perspective, the Lynes Blacksmith Shop, the overall condition would be defined a “fair”. This definition is based on a structure that is sound at a macro level but has elements with defects that are visible and would trigger a need for remedial action to address the concerns and reduce further deterioration.

Roof:

The roof structure consists of 2x6 rafters installed at approximately a 6:12 pitch. Our review identified a pronounced vertical deflection of the roof ridge, horizontal deflection at the eaves and deterioration of the rafters (wood rot, cracks/splits, failed connections, inadequate splices, etc.). Based on these observations, we recommend that reinforcing of the roof structure be completed. While much of the roof has been altered over the life of the structure, we recommend that a complete removal and replacement not be completed to preserve the history of the existing framing. Reinforcing of the current rafters and supporting the ridge can be accomplished without demolition.

Loft (mezzanine):

The existing loft consists of 8x10 beams, spaced at 6' o.c., clear spanning the 27' width of the shop. The beams are topped with 2 layers of 1" decking as a floor. While this area is currently used for storage, our calculations indicate that the beams do not have sufficient structural capacity to adequately support these loads. Our review identified a significant deflection of these beams under the sustained loads. In addition, our review identified localized deterioration of the beams (wood rot at the perimeter walls) and displacement of the beams at the bearing locations. We recommend that the loft be no longer used for storage and the ladder access be removed. If continued use as a storage area is required, the beams and deck will require reinforcing.

Masonry Walls:

The perimeter walls are 20" thick mass masonry elements consisting of two wythes of face stone and a rubble core. The exterior wythe is generally granite and the interior wythe is limestone. Overall the walls are in fair to good condition with the exception of the front elevation masonry over the doors/windows and the rear corner adjacent to the forge. As a result of long term loads from the roof structure and chronic water infiltration, there is structurally significant deterioration of the stone arch (flat or jack arch). The deterioration has progressed to the point where partial removal and reconstruction of these arches is recommended to reinstate the structural integrity. At the rear corner, localized reinforcing and preservation is required to address a large vertical crack (visible from the interior and exterior). In many locations, there is evidence of previous masonry repointing work having been completed but unfortunately most of this work has been completed with relatively hard Portland cement-based mortars – while this work was likely done with the best intentions, the use of hard mortars can have adverse effects on the masonry – all repointing should be completed with historically compatible lime based mortars which allow for natural movement and dissipation of moisture.

Forge/chimneys:

A central element in the blacksmith shop is the clay brick forge chimneys. After 100 years of forging, the chimneys are showing signs of significant deterioration. This deterioration is typical of a forge environment with extreme thermal stressing and aggressive environment. The observed deterioration included scaling of the heat exposed brick, cracking of mortar joints and brick displacement at the flues. Our review also identified a mix of brick types and styles suggesting that repairs have been completed throughout the life of the forge. We recommend that a strategy be developed before any further restoration work is completed as some of the previous repairs with hard mortars have caused accelerated deterioration of the brick. As noted above, all re-bedding and repointing should be completed with pure lime based historically compatible mortar. In order to return the existing brick chimneys to active service, significant restoration will be required and will result in significant loss of the heritage fabric – discussing alternates to re-using these chimneys may be a prudent part of the overall restoration strategy.

Cultural Attraction Assessment

Sarah Hill, Lord Cultural Resources

The Lynes Blacksmith Shop is a fantastic cultural heritage resource for formal and informal learning, as well as being an important place for the community to gather for events, functions and celebrations. The visitor experience is unique and authentic. However, it will be important to employ 21st century interpretive and programming techniques to meet visitor expectations and use the forge's history as a lens to connect with the present and topics of relevance. The following are thoughts and ideas on operations and programming.

Staffing - Blacksmith

- Operation of the blacksmith shop will be entirely dependent on being able to attract and employ an experienced practicing blacksmith who is able to operate the forge, commit to opening hours on days and weekends, and is able to engage the public with his/her craft.

- More than one trained blacksmith may be required to cover hours. It may be difficult to attract qualified volunteer(s) who are willing to do commit the time needed.
- However, there are examples of volunteer run blacksmith shops like Lacombe, Alberta. It would be worth speaking with others to gain insights into opportunities and challenges.

<http://mhma3.blogspot.com/p/blacksmith-shop-museum.html>

<http://www.lacombeglobe.com/2015/01/07/the-blacksmith-shop-museum-lacombes-hidden-historical-treasure>

- It is understood that other places in the area such as Alton Mill is having a difficult time keeping a blacksmith. Partnership might be essential in order to attract and pay for services.
- Consideration might be given to offering free use of the forge and living quarters in the house (would likely need to be modernized) in return for blacksmith services.

Collections

- Make strategic decisions about what to keep and what might be given to another institution/ sold
- Ensure that the collections are catalogued using appropriate database systems and include a good quality image that can be used in educational resources, promotional materials and through social media
- Reserve some pieces that might be used as handling objects for educational programs

Digital/Marketing

- Social media provides a great opportunity for promoting the blacksmith shop and capturing reach beyond Wellington-North and in the off-season.
- It is important to remember that social media is not only for marketing but a way to engage online users with content and in a two-way conversation. Key performance metrics for evaluating the impact and success of the property should include digital engagement metrics as well as in-person visits and outreach programs i.e. volunteer visits to schools.
- Social media can require a lot of attention so the blacksmith's shop should focus on key digital platforms like Facebook (older women/mothers and families) and Instagram (millennials). Twitter is also useful.
- Visitors should be encouraged to share their photos. Post signs that include your handles and/or hashtags.
- Digital content should change as frequently as possible and should include great photos and videos of live forge demonstrations and could be used to document the restoration process. It also provides opportunities to post/highlight archival photographs and images of your collections items like "did you know" or "what is it?". Getting volunteer help from students at the high school would be great.
- Having a webpage on the municipal website will also be important to provide visitor information, content and educational downloads. Show lots of pictures so people know what to expect when they arrive.

Formal Education

- Curriculum links are wide for STEAM (Science, Technology, Art and Maths) subjects. However, given the volunteer capacity of the operation, focus should be on developing 1-3 key targeted programs.
- Core school groups visiting would likely be at the elementary level.
 - Teachers are the key audience to market field trips to. Those experiences that make planning/prepping/taking a field trip as easy as possible will be favoured.
 - It will be important to maximize operations during May and October as teachers are less likely to arrange field trips during the months of June and September (end/beginning of school year respectively).

- Transportation/bus costs are usually the greatest barriers preventing teachers from organizing field trips. Ways to package a visit to the Blacksmith shop with other nearby museum/heritage programs is encouraged to provide a full day's experience (typically 10am to 2pm).
- Curriculum links will be essential. Promotional materials should include clear descriptions of the experience, learning outcomes and the direct reference to the curriculum requirements that will be satisfied so that teachers can easily fill out necessary paperwork.
- Consideration should be given to creating "before and after" materials to accompany an educational visit. This provides teachers with the opportunity to prep students in the classroom before and then extend the experience and learning afterwards when back at school. Distribution of materials can be done easily online through email or download. Hands-on materials like loan boxes should be coordinated for pick up at convenient locations and times e.g. a lock box with a code.
- Field trips can be the only time that some children actively participate in cultural experiences. Find ways to encourage children to return with their families to maximize repeat visits.
- Summer Camps can be important educational opportunities outside of the school year and a potential source of earned income
- Opportunities for High School and Higher Education students:
 - The blacksmith shop and surrounding property will require restoration work. Building in opportunities for students to get practical hands-on heritage conservation skills during the restoration are important to continue these traditional skills. These could result in internships or apprenticeships. Paid or for credit opportunities are preferable where possible and could be funded through Young Canada Works or in partnership with schools like Willowbank.
 - Other opportunities exist to get students involved in contributing to social media development, marketing and program delivery

Income Generating Opportunities

- Many people would appreciate the aesthetic of the forge and the property for wedding and prom photos. A suggested donation for use would be appropriate.
- Food and lifestyle events are also very popular when held in an authentic and atmospheric location. Millennials are more likely to pay for unique experiences than buy things. Other programs related to craft classes such as using apples from the orchard for preserves, food festivals and craft beer festivals.
- A perhaps more "out-there" idea for consideration is the use of the house as an AirBnB self-catering holiday accommodation. Tapping into the trend that people are looking for and willing to pay for interesting experiences, the house would be promoted as a "time warp" / heritage experience where guests could feel like they were staying/sleeping in the 1970s. The idea would be to leave the décor, furniture, etc exactly as it was. Perhaps include a booklet history about the family. The house would need some improvements to make it comfortable and safe, particularly in the bathroom and with the electrical/kitchen appliances. Heating would need to be upgraded if being used in the winter. Implications to insurance, taxes, etc will have to be explored. Other similar experiences include:

<https://www.airbnb.ca/rooms/17207230?locale=en>

<https://www.thejunemotel.com/the-classic>

<https://www.landmarktrust.org.uk/>

<https://www.champing.co.uk/>

Implications for Facilities

- Educational visits will require dedicated program space away from the forge for further activities and/or eating lunches.
 - Space should be big enough for a class of 30 with a teacher, a few chaperones and a program facilitator.
 - Space should be covered in order to protect children from poor weather and hot weather conditions. This could be accommodated within the main house or outside in a covered pavilion. A covered pavilion could serve many functions such as covered picnic, event or wedding space.
 - Bathrooms and storage space for materials will also be essential.



Heritage Pavilion at Peterborough Museum & Archive

- A covered pavilion would be a great asset and make the venue more appealing for rentals. This again has implications in terms of bathrooms, food prep facilities, parking and storage of equipment like tables and chairs.

NOTICE

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on July 24th, 2018 pursuant to the provisions of the Planning Act.

PRESENTATIONS

Curtis Marshall, Senior Planner, reviewed the Planning Report dated August 7, 2018.

Planning Opinion: This zone amendment will rezone the subject lands from Highway Commercial Exception (C2-14) Zone to Unserviced Residential (R1A) Zone to permit a standalone single detached dwelling on the property and facilitate the sale of the subject lands by the Township.

A draft zoning by-law amendment has been prepared for Council's consideration.

INTRODUCTION

The property subject to the proposed amendment is described as Part Park Lot 8, and has frontage on Wellington Rd 109, Arthur. The portion of the property subject to the proposed amendment is approximately 0.60 ha (1.5 ac) in size and is currently vacant.

PROPOSAL

The purpose and effect of the proposed amendment is to rezone a portion of the subject lands to Unserviced Residential (R1A) to permit a standalone single detached dwelling on the property and facilitate the sale of the subject lands by the Township. The property is currently zoned Highway Commercial with a site-specific provision (C2-14) which permits tourist commercial uses and an accessory single detached dwelling.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located 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.

WELLINGTON COUNTY OFFICIAL PLAN

The property is within the Arthur Urban Centre and is designated Future Development and Core Greenlands. The objectives for areas designated Future Development are as follows:

- a) to provide for the orderly future development of the unbuilt areas of the Urban Centre;
- b) to limit development of such lands until an Official Plan Amendment including a proper site plan or concept plan for future uses has been

- submitted and approved;
- c) to prohibit any major development of these lands until the necessary municipal services can be made available to such areas.

The permitted uses within areas designated FUTURE DEVELOPMENT as illustrated on Schedule "A" of the Plan shall be limited to existing uses and the growing of crops including nursery and horticultural crops but does not include greenhouses. Consideration may be given to the creation of a new lot by consent provided such development is in accordance with the policies of this plan.

In regards to the Core Greenlands area, the comments of the Grand River Conservation Area should be considered by Council.

Section 13.8.2 of the Official Plan provides Status Zoning details such that a legally established use which does not conform with the policies of an Official Plan may be recognized as a permitted use in the Zoning By-law in accordance with its current use and performance standards. A Council may also consider zoning the property to allow a similar or more compatible use or to provide for a limited expansion of the current use. Council shall have regard for the following:

- a) the need for the change or extension of use;
- b) the proposed use is not offensive with regard to noise, vibration, smoke, dust, fumes, odour, lighting and complies with the Health Protection and Promotions Act;
- c) compatibility;
- d) the need for landscaping, screening, buffering and setbacks;
- e) traffic impacts and parking;
- f) the adequacy of services;
- g) impacts on the natural environment;
- h) impacts on groundwater and surface water quality and quantity in accordance with Sections 4.9.5 and 4.9.5.13 of this Plan.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Highway Commercial Exception (C2-14). Permitted uses in the C2-14 zone include tourist commercial uses and an accessory single detached dwelling. The subject lands (Part 2) are proposed to be rezoned to Unserviced Residential (R1A) to facilitate the sale of the property. The retained lands (Part 1) is to remain C2-14 zone.

Draft Zoning By-law Amendment

A draft Zoning By-law amendment has been prepared for public review and Council's consideration

CORRESPONDENCE FOR COUNCIL'S REVIEW

Emily Vandermeulen, Risk Management Inspector/Source Protection Coordinator, Wellington Source Water Protection

- Would not create a significant drinking water threat. Application can be screened out and does not require a Section 59 notice under the Clean Water Act.

Jennifer Passy, Manager of Planning, Upper Grand District School Board

- No objection

Pasquale Costanzo, Engineering Technologist, County of Wellington Engineering Services

- No objection

REQUEST FOR NOTICE OF DECISION

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

MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

There were no comments or questions from the floor regarding the application.

COMMENTS/QUESTIONS FROM COUNCIL

There were no comments or questions from Council regarding the application.

ADJOURNMENT**RESOLUTION 6**

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Public Meeting of August 13, 2018 be adjourned at 2:08 p.m.

CARRIED

CLERK

MAYOR

Kayla presented Council with a review of her work during her 15 weeks with the Township. Her duties and projects included completing a key inventory, assisting at the reception counter, mail and courier items, setting up for Council meetings, a cemetery project, a civic address project in Mount Forest, processing civic address requests, vetting property files, completing a municipal property list project, attending a Watertap Asset Management Workshop, assisting with records management and preparation for the municipal election. She enjoyed her time at Wellington North and thanked everyone for a great summer.

ADOPTION OF MINUTES OF COUNCIL

Resolution 2018-316

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the minutes of the Council Meeting held on August 13, 2018 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES OF COUNCIL

Report tabled at Council meeting attached as Addendum "A".

Resolution 2018-317

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT Council of the Township of Wellington North receive CLK Report 2018-038 being a report on amending speed By-law 060-15;

AND FURTHER THAT the Council of the Township of Wellington North endorses the School Zone Speed Limit Policy;

AND FURTHER THAT the Mayor and Clerk be authorized to sign By-law 076-18 to amend By-law 060-15 being a speed limit By-law.

CARRIED

DEPUTATIONS

1. Donna Jean Moore Morphy
 - 133 Birmingham Street East, Mount Forest

Ms. Moore Morphy appeared before Council regarding work completed at her property in Mount Forest as a result of a property standards order and subsequent invoice for work completed by the town on the owner's behalf. Ms. Morphy was requesting the town provide relief from the invoice.

Mayor Lennox reviewed her request for relief and advised her the matter would be discussed at the next meeting of Council, confirming her mailing address(es). The Mayor reminded her if the property continues in disrepair the Township will have to continue with completing the work and charging for it.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

Items 1a, 4b, 5a, 7b, 7c

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Resolution 2018-318

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT all items listed under Items for Consideration on the August 27, 2018 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

2. FIRE

a. Communiqué #057 - July, 2018 be received

3. ECONOMIC DEVELOPMENT

a. Report EDO 2018-29 Community Improvement Program

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2018-29 dated August 27th, 2018 with regards to the Community Improvement Program;

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve a one-time grant in the amount of \$1,871.00 for improvements made to 480 Smith Street in Arthur which is the location of Coffey Plumbing.

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve a one-time grant in the amount of \$2,500.00 and a \$2,500.00 interest free loan to be repaid in five annual installments of \$500 per year for the planned improvements to be made at 143 George Street which is the location of Sussmans of Arthur.

4. FINANCE

a. Cheque Distribution Report, August 20, 2018 be received

6. ADMINISTRATION

a. Report CLK 2018-037 Report to consider of a petition for municipal Drain 2

THAT Council of the Corporation of the Township of Wellington North receive CLK 2018-037 being a report regarding a petition for drainage works under the Drainage Act on Part Lot 2, Concession 1 (formerly Township of Arthur);

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

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

7. COUNCIL

a. Grand River Conservation Authority, Member Attendance be received

CARRIED

CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION**Resolution 2018-319**

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee meeting held on August 14, 2018.

CARRIED

Resolution 2018-320

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of Township of Wellington North receive for information Report TR2018-010 being a report on the Township's existing purchasing and procurement policy;

AND FURTHER THAT the Council of the Corporation of Township of Wellington North endorses the modifications to the Township's existing purchasing and procurement policy.

CARRIED

Resolution 2018-321

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2018- 018 being a report to award Tender 2018-013 Annual Asphalt Paving Program;

AND FURTHER THAT the Council of the Township of Wellington North award Tender 2018-013 Annual Asphalt Paving Program to The Murray Group (Moorefield, ON) at a cost of \$ 779,798.55 plus applicable taxes.

AND FURTHER THAT the Council of the Township of Wellington North direct staff to utilize the 'Roads-Infrastructure' Reserve, balance \$481,958.88, to fund any budget overage related to the program.

CARRIED

Maitland Valley Conservation Authority, correspondence dated August 14, 2018 regarding Draft Cost Sharing Proposal: Water and Erosion Control Infrastructure
Direction to staff to invite a MVCA representative to a future meeting to discuss the proposal.

Resolution 2018-322

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the update from Andrew Lennox, Mayor and Michael Givens, CAO on the AMO Conference.

CARRIED

Presentation attached as Addendum "B"

NOTICE OF MOTION

None.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern announced that the Mount Forest Chamber of Commerce offer to purchase has been accepted, subject to typical conditions. The sale closes October 31 and renovations will follow.

Councillor Yake commented that the Hospital Building Committee Chair is now Michael O'Dwyer.

Mayor Lennox thanked Councillor Hern for participating in the Wellington County Plowing Match in his place.

BY-LAWS

Resolution 2018-323

Moved: Councillor Yake

Seconded: Councillor Hern

THAT By-law Number 076-18 being a by-law to amend By-law Number 060-15, being a by-law to prescribe speed limits for various highways under the jurisdiction of The Corporation of the Township of Wellington North be read a First, Second and Third time and enacted.

CARRIED

CONFIRMATORY BY-LAW

Resolution 2018-324

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 077-18 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on August 27, 2018 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

Resolution 2018-325

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Regular Council meeting of August 27, 2018 be adjourned at 8:39 p.m.

CARRIED

CLERK

MAYOR



August 27, 2018 Council Meeting Minutes
Addendum "A"

040

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

www.wellington-north.com

519.848.3620

1.866.848.3620 FAX 519.848.3228

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF AUGUST 27, 2018**

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

**SUBJECT: REPORT CLK 2018-038 BEING A REPORT ON AMENDING SPEED
BY-LAW 060-15**

RECOMMENDATION

THAT Council of the Township of Wellington North receive CLK Report 2018-038 being a report on amending speed By-law 060-15;

AND FURTHER THAT the Council of the Township of Wellington North endorses the School Zone Speed Limit Policy;

AND FURTHER THAT the Mayor and Clerk be authorized to sign By-law 076-18 to amend By-law 060-15 being a speed limit By-law.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

CAO 2018-009 Rural School Zones Speed limit policy

CAO 2018-001 Rural School Zones

PW 2017-23 Concession 4 at Sideroad 3 – Pedestrian/Cyclist Safety

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

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

BACKGROUND

At the August 13, 2018 meeting of Council, the following resolution was passed:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2018-009 being a report on rural school zones speed limit policy;

AND FURTHER THAT Council of the Township of Wellington North endorse the draft Rural School Zone Speed Limits policy and direct staff to proceed with implementation of the policy to include meetings with Rural School Officials and Wellington OPP.

Attached as Schedule A is the amended policy and the by-law is contained in this agenda under by-laws to be passed.

It should be noted there are two schools in Wellington North that are not subject to this policy or speed restrictions as they are under the jurisdiction of the County of Wellington, namely Wellington Heights Secondary School and a rural school at 8476 Wellington Road 16. Additionally the Kenilworth School has speed restrictions in place so are not included in the by-law amendment.

FINANCIAL CONSIDERATIONS

Installation of new signage would have current and future maintenance costs associated with it. Signage costs will vary depending on the number and size of the signs as well as staff time associated with installation of the signs and implementation of the strategy.

STRATEGIC PLAN

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

Yes

No

N/A

Which pillars does this report support?

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

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

This report continues that practice and addresses Council's January resolution.

PREPARED BY:

RECOMMENDED BY:

Karren Wallace, Clerk

Michael Givens, CAO

**KARREN WALLACE
DIRECTOR LEGISLATIVE
SERVICES/CLERK**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER**



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

519.848.3620
1.866.848.3620 FAX 519.848.3228

042

Plan to
Simply Explore.

www.simplyexplore.ca

School Zone Speed Limit Policy

DEPARTMENT	OPERATIONS	POLICY NUMBER	XXX
EFFECTIVE DATE	TBD	LEGISLATIVE AUTHORITY	Ontario Traffic Manual, Highway Traffic Act
APPROVED BY:	BY-LAW OR RESOLUTION		

PURPOSE

To establish guidelines for consistent speed limits and signage on Township roadways that provide access to schools.

SCOPE

This policy applies to all schools located within Township of Wellington North on roads where the Township is the Road Authority.

PRINCIPLES

1. Additional care/caution should be paramount in areas near schools;
2. Consistent application of reduced speed limits in school areas should increase traveler awareness;
3. Safety of township residents and visitors is of primary importance.

POLICY

On Township roads where a school is located, signage identifying the School will be installed e.g. School Zone.

The Township will reduce speed limits on roads that have entrances to rural schools from 80kph to 60kph and urban schools from 50kph to 30kph and post prescribed signage consistent with the Ontario Traffic Manual.

The area where the reduction is to be applied will be determined by the Township Roads Superintendent.



TOWNSHIP OF WELLINGTON NORTH

2018 AMO CONFERENCE

MESSAGE FROM PREMIER FORD

- Honest and open dialogue with municipalities;
- No current plans to address other council configurations;
- Recognizes there is only 1 taxpayer;
- They have eliminated 758 renewable energy contracts, saving Ontarians \$790 million;
- \$182 million to modernize policing;
- \$40 million over 2 years to address legalization of cannabis;
- Decisions on retail cannabis stores, will be municipal decisions;
- Working to reduce tax burdens on businesses;
- Major transit investments including highways coming;
- \$0.10 per litre reduction in gas price.

**ONTARIO –OPEN FOR
BUSINESS!**

IDENTIFIED PRIORITIES OF THE GOVERNMENT

1. **CUT RED TAPE**
2. **INCREASE HOUSING SUPPLY**
3. **REDUCE UNNECESSARY REPORTING**
4. **STRENGTHEN REGIONAL
GOVERNMENT**
5. **FIND EFFICIENCIES**

A red circular graphic containing the text 'NEWS Update'. The word 'NEWS' is in large, white, bold, sans-serif capital letters. The word 'Update' is in smaller, black, bold, sans-serif capital letters, positioned below 'NEWS' and slightly to the right.

NEWS
Update

MINISTRY OF INFRASTRUCTURE

SOME HISTORY-

On March 14, 2018 Canada and Ontario signed the [Canada-Ontario Infrastructure Bilateral Agreement](#). The Agreement sets out the annual federal funding amounts [over 10 years](#) .

Identified eligible project areas-

- Public transit;

- Green infrastructure

- Community, culture and recreation infrastructure

- Rural & northern communities infrastructure

Under the Agreement, Ontario is responsible for project application intake and provincial review and approvals. Federal approvals are subject to Ontario recommendation.

With the transition to a new provincial government, we are awaiting confirmation on when funding will flow and how to proceed.

HOT BUTTON ITEMS-

- SCHOOL ACCOMMODATION REVIEWS-1 SIZE DOES NOT FIT ALL, SCHOOLS ARE VITAL COMMUNITY HUBS
- INTEREST ARBITRATION FOR POLICE/FIREFIGHTERS-FAIR INCREASES THAT CONSIDER MUNICIPALITIES ABILITY TO PAY JOINT & SEVERAL LIABILITY-CONSIDER OTHER PROVINCIAL MODELS, DON'T TREAT MUNICIPALITIES LIKE DEEP POCKET DEFENDANTS
- DOUBLE HATTERS-DON'T PENALIZE FIREFIGHTERS WHO ARE TRYING TO MAKE CONTRIBUTIONS IN THEIR COMMUNITY
- AFFORDABLE HOUSING
- WATER TAKING-MUNICIPAL WATER NEEDS SHOULD BE PRIORITY OVER COMMERCIAL WATER TAKERS

HOT BUTTON ITEMS- CONTINUED

- CANNABIS-WHAT'S THE PLAN?
- YOUTH ENGAGEMENT-WHAT YOUTH WANT?
 - INVOLVE YOUNG PEOPLE AT THE VERY START-WHEN IT'S MESSY, UNCLEAR AND NERVE-WRACKING
 - BE HONES WITH YOUNG PEOPLE ABOUT YOUR PRIORITIES AND LIMITATIONS, BUT DON'T ASSUME YOUTH SHOULD HAVE THE SAME PRIORITIES
 - VIEW YOUNG PEOPLE AS POTENTIAL PARTNERS NO STUDENTS
- NO MORE DOWNLOADS-ONTARIO ALREADY HAS THE HIGHEST MUNICIPAL TAXES IN CANADA. MINISTER OF FINANCE – VICTOR FEDELI PROMISED “RELIEF”



OPPORTUNITY

Wellington North Council and Staff should be conscious of the Province's priorities and make efforts to align with them and be prepared when funding announcements are made.



Questions?



TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018

**FROM: MICHAEL GIVENS, CAO/
DARREN JONES, CBO**

**SUBJECT: REPORT CAO 2018-010 - PROPERTY STANDARDS, 133
BIRMINGHAM STREET EAST, MOUNT FOREST**

RECOMMENDATION

THAT Report CAO 2018-010 being a report on property standards fees charged against 133 Birmingham Street East, Mount Forest be received for information;

AND FURTHER THAT Council of the Township of Wellington North do not support waiving fees associated with works completed.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

August 27, 2018-Deputation

BACKGROUND

At the August 23, 2018 meeting of Council, Council received a deputation from Donna Jean Moore Morphy. Ms. Morphy was requesting relief from costs associated with the clean up and precautionary measures that the Township implemented at her property at 133 Birmingham Street East, Mount Forest. At the meeting, Mayor Lennox indicated that the request for relief would be discussed at the next meeting of Council.

The works completed at Ms. Morphy’s property were necessary to ensure compliance with the Township’s Property Standards by-law and the overall public safety of neighbouring property owners and pedestrian traffic in the area.

FINANCIAL CONSIDERATIONS

Ms. Morphy has received two invoices from the Township this year. Nonpayment of these invoices will result in the amount being added to the property taxes.

The first dated August 7, 2018 was for work to cut long weeds and grass and remove garbage dumped on the property in the amount of \$1,182.60. The second dated August 14, 2018 was to board up and secure the property where trespassers had been gaining access to the building in the amount of \$847.50.

STRATEGIC PLAN

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

- Yes
- No
- N/A

Which pillars does this report support?

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

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

Michael Givens/Darren Jones

Michael Givens, CAO

<p>MICHAEL GIVENS CAO</p> <p>DARREN JONES CHIEF BUILDING OFFICIAL</p>	<p>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</p>
---	---



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

519.848.3620
1.866.848.3620 FAX 519.848.3228

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

FROM: LINDA DICKSON, EMERGENCY MANAGER/CEMC

**SUBJECT: REPORT EM-2018-03 BEING A REPORT ON THE STATUS OF THE
EMERGENCY MANAGEMENT PROGRAM**

RECOMMENDATION

THAT the Emergency Manager/CEMC report EM-2018-03 dated September 10, 2018 with regards to the status of the Township's Emergency Management Program be received;

AND FURTHER THAT the Council of the Township of Wellington North accepts the annual status report on the Township's Emergency Management Program for 2018.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

None

BACKGROUND

The following outlines the municipal requirements as set out in the Emergency Management and Civil Protection Act and how the municipality has fulfilled these requirements for 2018.

Programme Committee

The Township has an Emergency Management Program Committee (Committee). There were no changes to the Committee Structure in 2018. The Committee met on April 11, 2018 to review the Hazard Identification and Risk Assessment, Emergency Response Plan, Training needs, proposed annual exercise and Public Education. A copy of the minutes of the Committee meeting are attached.

Emergency Response Plan:

There are no changes proposed to the Emergency Response Plan for 2018. A full review and update of the plan will be undertaken during the fourth quarter of 2018 and first quarter of 2019. The revised plan will be brought forward to Council in 2019 for consideration and adoption.

Training:

For 2018 the Office of the Fire Marshall and Emergency Management (OFMEM) set out certain prescribed training requirements. These requirements include completion of a number of Provincial courses for the CEMC. These training requirements are recommended but not mandatory for alternate CEMCs. The CEMC has completed all of the requirements as prescribed.

In 2018, OFMEM prescribed training to ensure Municipal Emergency Control Group (MECG) members have an adequate level of training and knowledge of the following:

- All components of a municipality's Emergency Management Program
- The Emergency Response Plan including roles and responsibilities of the members,
- Procedures used to activate and operate under the Plan
- The notification procedures used to notify the members when the Plan is activated
- Location and telecommunications requirements of their Emergency Operation Centres

Control Group Training for the Township was held in July and August.

In addition to the required training the following training was provided for control group members and support staff.

- i) **June 15, 2018** – CANWARN Severe Weather Training – Environment Canada
- ii) **September 6, 2018** – Crisis Communication Workshop
- iii) **October 15 and 16** – BEM
- iv) **October 17 and 18** – IMS 200

Annual Emergency Management Exercise

MECG members must participate in an annual exercise, which evaluates the Municipality's Plan and procedures. The following is from the Executive Summary of this year's Exercise After Action Report.

On May 16 and 17, 2018, members of the Municipal Emergency Control Groups, their alternates and support staff for the Township, County and member municipalities of Centre

Wellington, Erin, Guelph/Eramosa, Mapleton, Minto and Puslinch participated in Exercise Ice Cold.

Exercise Ice Cold was a functional exercise held in real time that required members to respond to messages/inputs from a variety of communication sources to simulate a county-wide response. The exercise simulated municipal EOC operations across the County. There were three main objectives of the exercise:

There were three main objectives of the exercise:

- I. to conduct emergency notification drills,
- II. test the variety of communication tools/devices available, and
- III. to test the IMS response system for their EOCs.

There were many observations and recommendations from the exercise but the main ones seem to involve the proper set up and use of the EM1 channel on the radio system, access and proper use of the Common Operating Picture, and the complexity and duplication of information on the IMS forms. Along with these observations, there were recommendations to include proper written procedures and to provide additional training for staff. A full copy of the Exercise After Action Report is attached.

Several of the noted observation and recommendations were included in Control Group training.

Public Education

Emergency Management staff attended the Wellington North Showcase in March.

Emergency management information was made available at the Wellington County Libraries and municipal office during Emergency Preparedness Week.

Draw for 72 hour kits were held throughout the County of Wellingtons 14 Library Branches, at each of the Municipal Offices and at special events during EP Week.

Winter Weather material was handed out at the Wellington County Libraries throughout the winter months. Winter Driving Safety information was made available at Car/Tire businesses throughout Wellington County.

The County page in the Wellington Advertiser regularly contains emergency public information.

Critical Infrastructure

During the summer the Common Operating Picture mapping which includes information on the Critical Infrastructure throughout the County was reviewed and updated with the assistance of County and member municipal staff.

FINANCIAL CONSIDERATIONS

None

STRATEGIC PLAN

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

- Yes
- No
- N/A

Which pillars does this report support?

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

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

Linda Dickson, CFMC

Michael Givens, CFA

LINDA DICKSON EMERGENCY MANAGER/CEMC OFFICER	MICHAEL GIVENS CHIEF ADMINISTRATIVE
---	--



Wellington North Emergency Program Committee Meeting
Minutes

Township Municipal Office 7490 Side Rd 7 West, Kenilworth

April 11, 2018—1:00 pm

Present: Drew Maddison, Field Officer—EMO
 Linda Dickson, Emergency Manager/CEMC
 Alex Post, EM Assistant—County Of Wellington
 Dave Guilbault, Fire Chief
 Jim Klujber, COO—Wellington North Power
 Bruce Aitken, Staff Sergeant—Wellington OPP
 Michael Givens, CAO
 Andy Lennox, Mayor
 Cathy Conrad, Deputy Clerk
 Adam McNabb, Treasurer
 Barry Trood, Water/Waste Water Superintendent
 McKayla, CO-OP Student
 Donna Manser, WDGPH
 Dale Clark, Roads Superintendent
 Karren Wallace, Clerk
 Leanne Swantko, Assistant Chief—WGPS

Chair called meeting to order at 12:58 pm.

1. Adoption of Minutes

Motion to approve minutes as included in the agenda.

Moved By: Karren Wallace

Seconded By: Andy Lennox

Carried.

2. Business Arising from Minutes

GRCA Flood Mapping Status

Troy from County GIS has completed flood mapping available on Common Operating Picture and will be distributed soon.

Dashboard

The committee reviewed dashboard.

Portable generator item was finalized with reports to council. This item will be amended to be noted as complete.

3. 2018 Work Plans

The committee reviewed the essential and enhanced Work Plans. No additions noted

4. HIRA Review and Approval

Drought re-evaluation should be considered given potential for water restrictions in the summer. Emergency Manager/CEMC will review with Water/Waste Water Superintendent and add to the next water/waste water meeting agenda.

Suggested that under mitigation for ice storm we include maintaining tree canopy.

Motion to approve HIRA as included in the agenda.

Moved By: Dave Guilbault

Seconded By: Barry Trood

Carried.

5. Emergency Response Plan Review

The committee reviewed ERP. No changes for 2018.

6. Exercises

2017 After Action Report was reviewed by the committee.

2018 Exercise

Forms have been converted to a fillable PDF and will be made available to the MCEG and later added to the emergency software solution once in place. Planning component including documentation and long-term considerations will be a focus for this exercise.

New Item—Incoming Weather – Exercise Exemption request considerations.

If declared emergency, Province may grant an exemption. If no declared emergency, municipalities required to hold a minimum of three MECG meetings. The response must be substantial. The Province through the PEOC must be notified.

It was note that Wellington County Roads will not have 24/7 radio coverage over the weekend but road patrols have been extended.

7. Public Education Plan for 2018

Campaigns regarding the 72 hour “Be Better Prepared” will continue.

County Emergency Management will attend local community events. Events this year will include Wellington North Showcase, Safe Kids Week, Emergency Preparedness Week (May 6-12). Additional initiatives include Winter Driving Safety information in libraries and tire shops during winter months, Supporting Wellington County Safe Communities initiatives, Saugeen Radio Ad will be aired during EP week.

Flooding safety campaign is being designed. A copy of the infographic is attached for information.

Road closure campaign is being designed. Please provide feedback regarding the copy of the graphic attached with the minutes graphic.

8. Training Plan for 2018

Prescribed training requirement of 4-hour minimum for all MECG members has been changed this year. Training consistent of understanding some key competencies including Emergency Response Plan roles and responsibilities, notification and activation of the EOC and EOC procedures. Emergency Manager/CEMC is developing a training plan and more information will follow.

Additional Training Opportunities:

- a. BEM course in March and September
- b. CEMC course in Stratford in November with Drew. No cost other than travel and accommodations. Requires form designating them as a CEMC prior to training. Linda to follow up.
- c. Exercise Design 200 in June 12-13 at Museum. Prerequisite includes online Exercise Design Training. 12 spots available. Contact Linda or Drew.
- d. EM staff assisting with an IMS 200 course in June at Guelph General.
- e. CANWARN Extreme Weather Identification. June 15 at County Museum. Contact Alex.

- f. Scribe course. Date and location TBD. Contact Linda. Action Item: Send scribe list to Clerk.
- g. Crisis Communication. EIOs and Heads of Council. One person per municipality is covered. Contact Linda if interested in attending.
- h. Planning and IMS forms. During office hours, EM staff will be available for those with questions.

9. New Business

Winter Weather Procedures

Procedures reviewed by the committee.

Provincial Emergency Management Review

Report reviewed by the committee.

Financial Support is available from Federation of Canadian Municipalities and planning industry is considering it within the overall perspective.

Action Item: Emergency Manager will review NDMP guidelines and discussion with MMA staff regarding funding opportunities for Storm Water Management Master Plans.

Wireless Public Alerting Report

Emergency alerts can be issued to cellphones, radio, and TV via PEOC. Procedures will be included in the EOC procedures soon. Test will occur on May 7' 2018 at 1:55 pm.

February Thaw-added

No concerns noted from the Township. No BBM coordination by Linda instead used IMS forms initially and with periodic updates. These reports were much easier to share information with others.

10. Information and Correspondence

Critical Infrastructure

Will be updated in Q2-3 2018 by summer student. She may be in contact with staff regarding these updates including generators.

Township EOCs

Review and discuss emergency documents with EM staff if required. Updates will continue to occur year round and will be updated prior to the May exercise.

11. Adjournment

The meeting adjourned by Chair at 2:14 pm.

EXERCISE ICE COLD

AN EMERGENCY MANAGEMENT EXERCISE

2018

FOR THE

COUNTY OF WELLINGTON AND MEMBER MUNICIPALITIES



Prepared July 18, 2018

EMERGENCY MANAGEMENT DIVISION

Executive Summary:

On May 16 and 17, 2018, members of the Municipal Emergency Control Groups (MECG), their alternates and support staff for the County of Wellington, and member municipalities of Centre Wellington, Erin, Guelph/Eramosa, Mapleton, Minto, Puslinch and Wellington North participated in Exercise Ice Cold.

Exercise Ice Cold was a functional exercise held in real time that required members to respond to messages/inputs from a variety of communication sources. The exercise was a functional exercise using a variety of communication devices internally and amongst municipalities to provide a virtual EOC operation across the County.

There were three main objectives of the exercise

- I. to conduct emergency notification drills,
- II. test the variety of communication tools/devices available, and
- III. to test the IMS response system for their EOCs.

There were many observations and recommendations from the exercise but the main ones seem to involve the proper set up and use of the EM1 channel on the radio system, access and proper use of the Common Operating Picture, and the complexity and duplication of information on the IMS forms. Along with these observations, there were recommendations to include proper written procedures and to provide additional training for staff.

Several of the noted observation and recommendations will be included in the upcoming 2018 mandatory control group training being held during the summer and early fall months.

Contents

Executive Summary:.....	1
Background:	3
Exercise Overview:	3
The Scenario:.....	3
Exercise Objectives:	3
Observations and Recommendations:.....	4
Emergency Notifications:.....	4
Telecommunication Systems:	4
Incident Management System:.....	5
Summary:	6

Background:

In accordance with the Emergency Management and Civil Protection Act, R.S.O., 1990, the County of Wellington and Member Municipalities conducted an exercise as required by Regulation 380/04 Section 12 (6) of the Emergency Management and Civil Protection Act.

Exercise Overview:

On May 16-17, 2018, the County of Wellington and Member Municipalities jointly held an Operations based – Functional exercise. Exercise Ice Cold was held over one and half days in real time. Municipal Emergency Control Group members, their alternates and support staff participated in the exercise.

In 2017, a discussion based – workshop exercise was held in June and November for the County and Member Municipal Emergency Control Groups. The purpose of the exercise was to encourage members to apply their specific IMS functions based upon specific training provided. The exercise encouraged members to use specific IMS forms for an EOC and to practice using the forms applicable to their roles.

Exercise Ice Cold built on the exercise and training from 2017 and applied in a virtual EOC situation with all municipalities operating from their own municipalities. The exercise also involved a communication component.

The Scenario:

The scenario was a spring storm event including freezing rain and snow. Severe weather events (winter and summer) are on all municipal Hazard Identification and Risk Assessments as a high community risk with the potential to require a complex municipal emergency response.

The amount of inputs and requirement for regular circulation of briefings was extensive and took more time than staff was prepared for. Stretching over two days was difficult to manage while balancing regular operations yet the functional exercise provided a real time practiced response for many municipal staff who have not had the experience of a major community emergency in recent years.

Using multiple methods of messaging (BBM/Cell/Email) created some confusion when trying to disseminate and track the updates.

Exercise Objectives:

The following objectives were identified for Exercise Ice Cold.

1. **Control Group Notification procedures and Emergency Operation Centre (EOC) Activation Procedures** – Member Municipalities were encouraged to implement their emergency notification procedures as set out in Section 4 of the Emergency Response Plan (ERP) and Addendum 1 of the Emergency Operation Centre Procedures.
2. **Test telecommunications systems and procedures** – Teleconferencing, telephones, faxes, radios, emails, and BBM were the forms of communication used and tested during Exercise Ice Cold. Section 8.1 of the ERP identifies the Telecommunications Plan for emergency response.
3. **Test Incident Management System (IMS) functions** – Section 7 of the ERP contains policies for the use of the Incident Management System. In addition to the establishment of specific IMS functions, the exercise encouraged the establishment of a planning cycle including the creation of Incident Action Plans and Incident Status Summaries. Exercise Ice Cold was developed and implemented to test the use of specific IMS documentation rather than the overall response to a situation. The following forms were used during the exercise.
 - i. EOC Check-in-list
 - ii. Incident Briefing (IMS 201)
 - iii. Incident Action Plan (IMS 1001)
 - iv. Incident Status Summary (IMS 209-G)

Observations and Recommendations:

The following observations and recommendations were received from the individual municipal debriefs and compiled into an overall exercise evaluation synopsis.

Emergency Notifications:

Some municipalities noted changes to their notification call out procedures which will be reviewed and updated.

Notification lists among members was not consistent. Most up-to-date version should be contained in the EOC procedures. This point will be reviewed and discussed during Control Group Training sessions.

Telecommunication Systems:

Some observed that using multiple methods of messaging (BBM/Cell/Email) created some confusion when trying to disseminate and track the updates. Some municipalities have made decisions on which form of communication they will use internally for local emergencies.

1. Radios

- a. Portable Radios are not typically used by Administrative staff and it would be helpful to arrange a training session with Fire Services. It was also suggested that operational instructions be created. The mandatory Control Group Training will include a training component on the use of the County Radios (Portables and Mobiles) using the EM1 channel. Procedures have been developed and are included in the EOC Procedures for each municipality.
- b. It was suggested that more inputs using the radio communications would have been helpful to better understand the functionality of the units.

2. Common Operating Picture:

- a. The Common Operating Picture (COP) yielded an error message when being loaded by some users. County GIS staff found restarting the computer displaying the error resolved the issue.
- b. Many control group members did not have their log-in credentials for the Common Operating Picture (COP). There is a section in the EOC Procedures that contains the log-in information and credentials. This will be re-affirmed during the Control Group Training.
- c. It was recommended that the procedures also identify who is able to edit the COP and how to access the resource during an emergency.

3. Telephone Systems:

- a. Some EOC main phone lines were not active when called. EOC Procedures should include information as to the active telephone numbers available and these lines should be tested at least annually. Emergency Management Staff will ensure equipment in the EOCs is tested when updating supplies and documentation or at least annually.

Incident Management System:

1. IMS Forms:

- a. Fillable PDF forms were created for use during the exercise. However, the forms did not always work properly and several municipalities requested word versions instead.
- b. Some of the information contained in the IMS forms were repetitive. A better understanding of the purpose of each form is requested. More training required on how to complete and formatting is required. Additional training is planned for the mandatory Control Group Training in 2018. Specific training for users of the forms should be scheduled for 2019.
- c. Request for a central electronic location to access forms. The County EM Division is in the process of exploring options for an EOC software solution that could be accessed by all municipalities and could act as repository for this type of information.

- d. Some found that the IMS forms were extensive and time consuming to complete. There were noted differences between status reports circulated from County. Would like to have seen more cross-communication between municipalities and the County.

4. IMS Roles/Responsibilities

- a. Additional dedicated staff is needed to fill roles in the Planning section for Scribes, Duty Officers and documentation/completion of IMS Forms. More training for the Planning Section functions is necessary.
- b. For the purposes of IMS some municipalities observed that having all control group members representing operations for the municipality was not feasible or functional. Moving forward, certain Control Group members may serve a specific role to represent the Operations Section in the EOC. They will serve as each others back-up during emergencies so some cross training may be necessary.
- c. Some members observed that during such extensive events it is not possible to continue normal day to day activities. Having a suitable back-up to ensure continuity of municipal services is necessary.
- d. Internally, communication amongst the IMS functions/roles were generally good but there needs to be continued improvement in communications amongst all municipalities and particularly in the development and posting of external communications. A major update to the Emergency Response Plan is being considered for later this year and into 2019. The Telecommunications/Emergency Information Section of the plan needs considerable updating. A working group made up of Emergency Information representation from all municipalities will be formed to review and revise the policies in this section of the Plan.

Summary:

Exercise Ice Cold was a culminating functional exercise, built on the past few years of training and testing to the IMS response set out in the Emergency Response Plan. The exercise as designed and conducted did meet the objectives of the exercise. Many good recommendations were taken from the exercise to improve the response and the tools used to include communication devices, and the forms. Ongoing training is a focus, but the exercise outcomes will assist in targeting specific control group and support staff training in the coming years. It will also form some recommendations to consider as EM staff and municipal emergency management program committees conduct a major review of the Emergency Response Plan beginning at the end of 2018



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.3228

068

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2018-034 BEING A REPORT ON THE
APPOINTMENT OF JOINT COMPLIANCE AUDIT COMMITTEE**

RECOMMENDATION

BE IT RESOLVED THAT the Council of the Township of Wellington North receive for information Report CLK 2018-034 being a report on a Joint Compliance Audit Committee;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign a by-law to appoint the following members to the Joint Compliance Audit Committee for the 2018-2022 Term of Council:

Jim McQueen
Wesley Snarr
Douglas Auld
Joseph Servos

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Report CLK 2018-021 being a report to establish a Joint Compliance Audit Committee

BACKGROUND

Section 88.37 of the Municipal Elections Act (the Act) requires Municipalities to establish a Compliance Audit Committee (the Committee) prior to October 1st of an election year. Council has approved a Joint Compliance Audit Committee and terms of reference by By-law 046-18.

An advertisement for committee members was placed in the July 6th edition of the Wellington Advertiser. In addition all Wellington County municipalities posted the notice

on their websites. All municipalities are in agreement that the above noted individuals be appointed to the Joint Compliant Audit Committee.

FINANCIAL CONSIDERATIONS

Each Municipality is responsible for paying the compensation for the Committee Members, as well as the auditor's cost of performing the audit.

The Committee meeting costs are estimated at \$1,250 based on 5 committee members at \$125 per person per meeting with two meetings per complaint.

Council is entitled to recover the auditor's costs from the applicant if an auditor's report indicates that there was no apparent contravention of the Act, and the Committee finds that there were no reasonable grounds for the application. Recovery of costs will be considered on a case-by-case basis.

STRATEGIC PLAN

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

Yes No N/A

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

The establishment and appointment of a Joint Compliance Audit Committee ensures transparency for stakeholders.

PREPARED BY:

RECOMMENDED BY:

Karren Wallace

Michael Givens

**KARREN WALLACE, CLERK
DIRECTOR OF LEGISLATIVE SERVICES**

**MICHAEL GIVENS,
CHIEF ADMINISTRATIVE OFFICER**



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

www.wellington-north.com

519.848.3620

1.866.848.3620 FAX 519.848.3228

070

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

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

**SUBJECT: REPORT CLK 2018-036 BEING A REPORT ON CONSENT
APPLICATION B95-18 (HARRIS)**

RECOMMENDATION

THAT Council of the Township of Wellington North receive CLK Report 2018-036 being a report on Consent Application B95-18 known as Part Lot 1 w/s Elgin St., Plan Town of Mount Forest, 220 Durham St. W;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B95/18 as presented with the following conditions:

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

AND FURTHER THAT Council authorizes the Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

N/A

BACKGROUND

The subject property is known as as Part Lot 1 w/s Elgin St., Plan Town of Mount Forest, 220 Durham St. W.

Consent B95/18 is for a lot with 16.1 metre frontage by 28.8 m (463.68 square metres) of vacant land for a proposed urban residential use with a proposed semi detached dwelling.

The retained parcel is a lot with 16.1 m frontage by 28.8 m (463.68 square metres) of vacant land for a proposed urban residential use with a proposed semi detached dwelling shown on Schedule "A".

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

Wellington County planning comments are attached hereto as Schedule "B". Planning staff are generally supportive of the application.

FINANCIAL CONSIDERATIONS

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

STRATEGIC PLAN

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

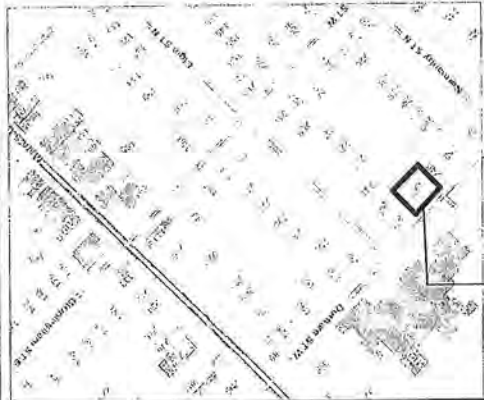
Yes

No

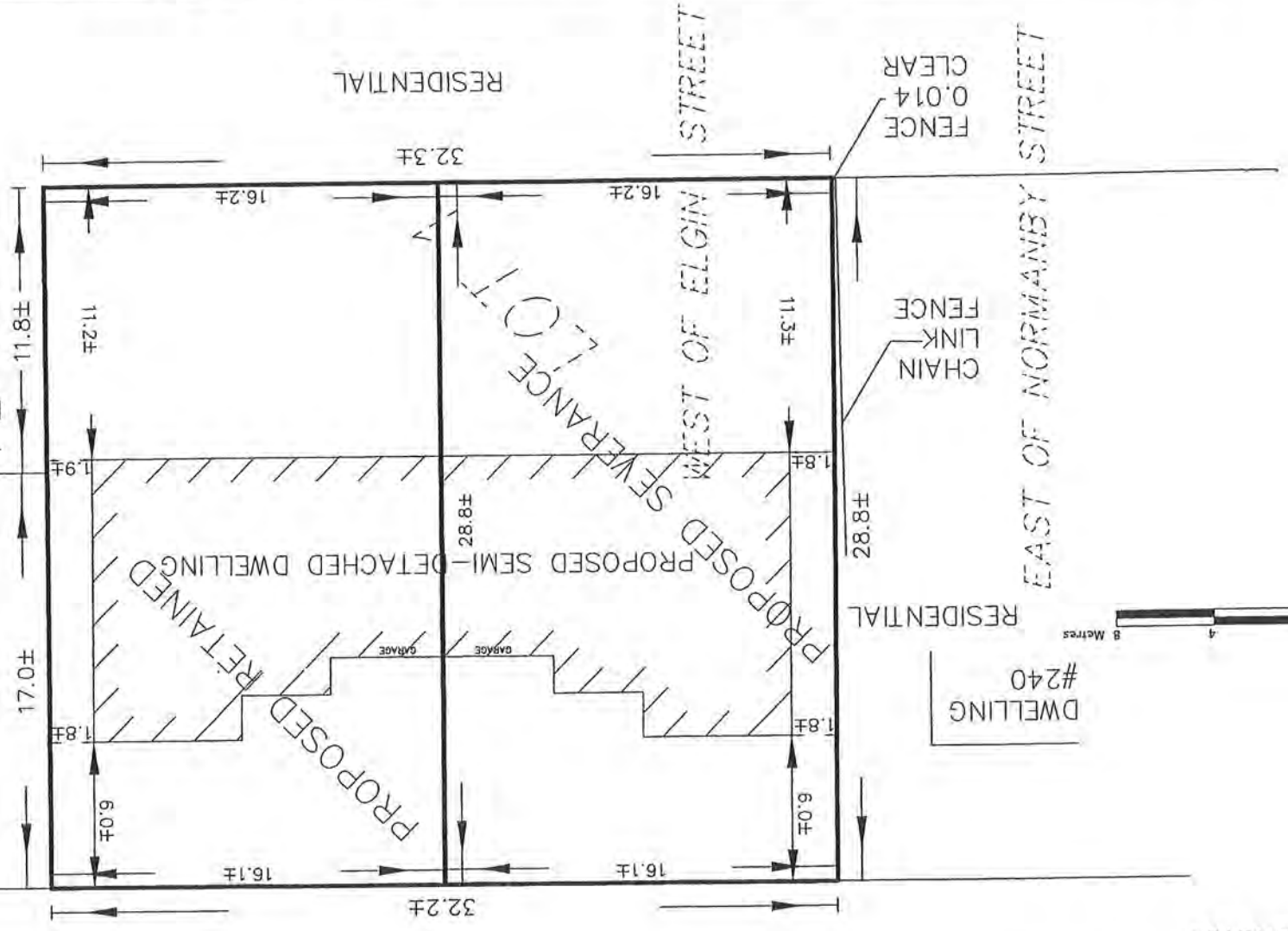
N/A

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

SKETCH TO ACCOMPANY SEVERANCE APPLICATION
 (TOWN OF MOUNT FOREST)
 TOWNSHIP OF WELLINGTON NORTH
 COUNTY OF WELLINGTON
 WILSON-FORD



SUBJECT PROPERTY



CAUTION: THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR ANY PURPOSE EXCEPT THAT SHOWN IN THE TITLE BLOCK.
 © WILSON FORD SURVEYING & ENGINEERING 2018
 NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS SKETCH IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF WILSON FORD SURVEYING & ENGINEERING.

NOTES:
 DIMENSIONS SHOWN HEREON REPRESENT A COMPILATION OF VARIOUS PLANS AND DEEDS AND DO NOT REFLECT THE RESULTS OF AN ACTUAL CURRENT FIELD SURVEY.
 EXISTING CIVIC ADDRESS: 220 DURHAM STREET W.

THIS SKETCH WAS PREPARED FOR BOB HARRIS AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.
 JULY 5, 2018
 GREG FORD, P.Eng (Civil)
 ONTARIO LAND SURVEYOR

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

PROJECT No.: 8958 HARRIS

SCHEDULE "B"



Planning and Development Department | County of Wellington
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
 T 519.837.2600 | F 519.823.1694

Application	B95/18
Location	Part Lot 1, w/s Elgin St. TOWN OF WELLINGTON NORTH (Mount Forest)
Applicant/Owner	Robert Harris

PRELIMINARY PLANNING OPINION: This application would create two 463.68 square metre urban residential lots for a proposed semi-detached dwelling in the Residential Area.

This application is consistent with Provincial Policy and would generally conform to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That driveway access can be provided to the severed and retained lands to the satisfaction of the of the local municipality; and,
- b) That servicing can be accommodated on the site to the satisfaction of the local municipality.

PLACES TO GROW: No Issues.

PROVINCIAL POLICY STATEMENT (PPS): No Issues.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated RESIDENTIAL and is located within the Urban Centre of Mount Forest. Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned. Lots may be created for a variety of community uses subject to the policies of this plan. Lot creation will normally proceed by plan of subdivision and will be based on the provision of full urban services, wherever such services are available. We are satisfied that a plan of subdivision is not necessary for the creation of the proposed lots.

The matters under section 10.1.3 were also considered including l) that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding use.

WELL HEAD PROTECTION AREA: The subject property is located within a WHPA C with a Vulnerability Scores of 8.

LOCAL ZONING BY-LAW: The subject property is zoned Medium Density Residential (R2). Permitted uses include semi-detached dwellings. The proposed severed and retained lots appear to meet the minimum lot area and frontage requirements.

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

Michelle Innocente
 Senior Planner
 September 5, 2018



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.1119

074

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

**FROM: DARREN JONES
CHIEF BUILDING OFFICIAL**

**SUBJECT: CBO 2018-14 BUILDING PERMIT REVIEW
PERIOD ENDING JULY 31, 2018**

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2018-14 being the Building Permit Review for the period ending July 31, 2018.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

1. CBO 2018-12 Building Permit Review Period Ending June 30, 2018

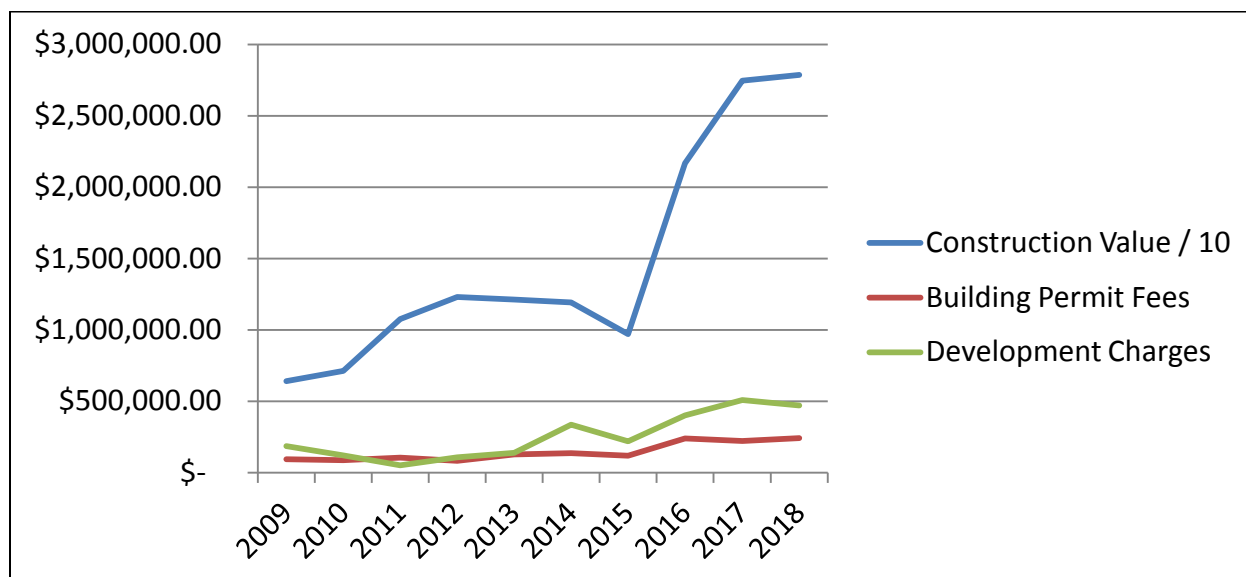
BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEV. CHARGES
Single Family Dwelling	4	1,485,000.00	12,470.51	8,862.00
Multi Family Dwelling	1	100,000.00	1,585.84	0.00
Additions / Renovations	3	84,600.00	1,788.88	0.00
Garages / Sheds	4	77,000.00	1,566.68	0.00
Pool Enclosures / Decks	5	48,600.00	885.99	0.00
Commercial	0	0.00	0.00	0.00
Assembly	3	10,350.00	381.00	0.00
Industrial	0	0.00	0.00	0.00

Institutional	0	0.00	0.00	0.00
Agricultural	6	1,173,000.00	8,395.75	0.00
Sewage System	7	94,000.00	3,563.00	0.00
Demolition	1	2,000.00	127.00	0.00

Total July 2018	34	3,074,550.00	30,764.65	8,862.00
Total Year to Date	165	27,865,450.00	241,815.74	471,302.85

12 Month Average	21	3,178,335.00	29,327.48	77,140.48
10 Year Monthly Average	24	2,285,680.00	22,377.32	36,537.78
10 Year, Year to Date Average	139	14,739,261.40	145,805.40	254,352.22



10 Year, Year to Date

FINANCIAL CONSIDERATIONS

None.

STRATEGIC PLAN

This report does not directly relate to the implementation of the Township of Wellington North Strategic Plan.

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

- Yes No N/A

Which pillars does this report support?

- Community Growth Plan
- Human Resource Plan
- Brand and Identity
- Strategic Partnerships
- Community Service Review
- Corporate Communication Plan
- Positive Healthy Work Environment
- None

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



Mike Givens

DARREN JONES CHIEF BUILDING OFFICIAL	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
---	--



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.1119

077

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

**FROM: DARREN JONES
CHIEF BUILDING OFFICIAL**

**SUBJECT: CBO 2018-15 BUILDING PERMIT REVIEW
PERIOD ENDING AUGUST 31, 2018**

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2018-15 being the Building Permit Review for the period ending August 31, 2018.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

1. CBO 2018-14 Building Permit Review Period Ending July 31, 2018

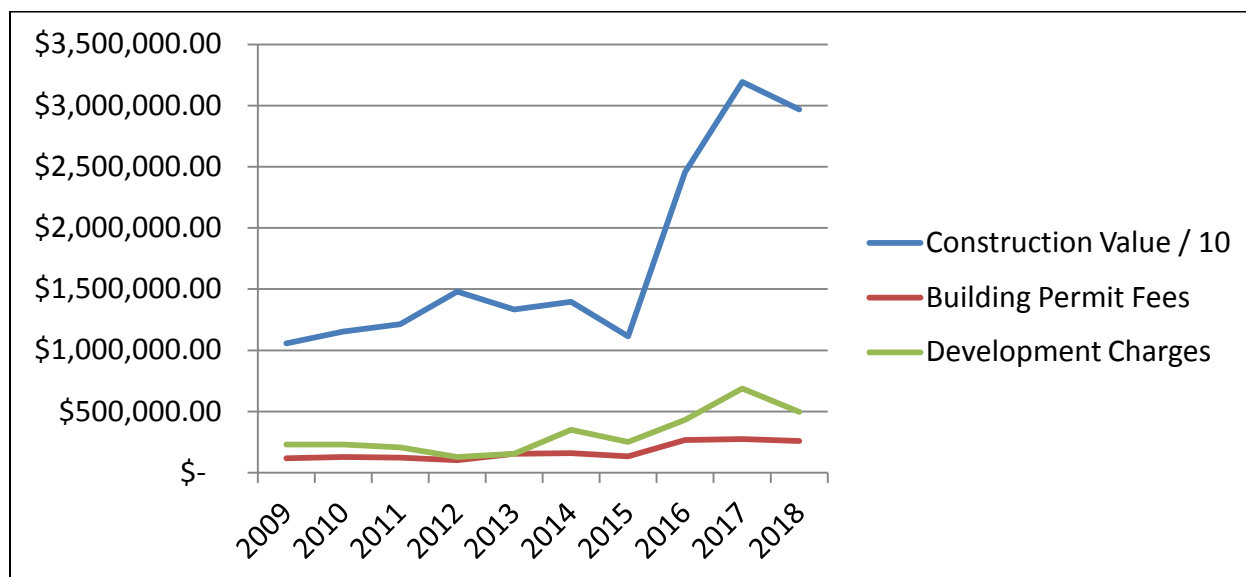
BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEV. CHARGES
Single Family Dwelling	1	235,000.00	1,615.28	2,954.00
Multi Family Dwelling	1	175,000.00	2,509.22	0.00
Additions / Renovations	3	75,500.00	1,456.20	0.00
Garages / Sheds	3	67,000.00	1,095.78	0.00
Pool Enclosures / Decks	3	55,000.00	624.39	0.00
Commercial	2	40,000.00	1,025.40	0.00
Assembly	0	0.00	0.00	0.00
Industrial	1	300,000.00	1,912.50	23,465.00

Institutional	1	125,000.00	127.00	0.00
Agricultural	7	725,000.00	5,783.75	0.00
Sewage System	2	25,000.00	1,018.00	0.00
Demolition	0	0.00	0.00	0.00

Total August 2018	24	1,822,500.00	17,167.52	26,419.00
Total Year to Date	189	29,687,950.00	258,983.26	497,721.85

12 Month Average	20	2,922,397.50	26,116.93	64,309.87
10 Year Monthly Average	25	2,463,216.30	26,420.30	49,813.96
10 Year, Year to Date Average	164	17,366,577.70	171,844.47	316,641.06



10 Year, Year to Date

FINANCIAL CONSIDERATIONS

None.

STRATEGIC PLAN

This report does not directly relate to the implementation of the Township of Wellington North Strategic Plan.

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

- Yes No N/A

Which pillars does this report support?

- | | |
|---|--|
| <input type="checkbox"/> Community Growth Plan | <input type="checkbox"/> Community Service Review |
| <input type="checkbox"/> Human Resource Plan | <input type="checkbox"/> Corporate Communication Plan |
| <input type="checkbox"/> Brand and Identity | <input type="checkbox"/> Positive Healthy Work Environment |
| <input type="checkbox"/> Strategic Partnerships | <input checked="" type="checkbox"/> None |

PREPARED BY:

RECOMMENDED BY:



Mike Givens

DARREN JONES
CHIEF BUILDING OFFICIAL

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.1119

080

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

**FROM: DARREN JONES
CHIEF BUILDING OFFICIAL**

**SUBJECT: SPA 2018-03 MUSASHI AUTO PARTS CANADA INC.
PLANT 2 – 500 DOMVILLE STREET, ARTHUR**

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report SPA 2018-03 being a report on Musashi Auto Parts Canada Inc. Plan 2 – 500 Domville Street, Arthur;

AND FURTHER THAT the Corporation enter into a Site Plan Agreement with Musashi Auto Parts Canada Inc. in the form of the draft Agreement.

AND FURTHER THAT the Mayor and the Clerk of the Corporation be authorized and directed to sign the Agreement on behalf of the Corporation;

AND FURTHER THAT the Clerk be directed to cause notice of the said Agreement to be registered on the title to the lands.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

None.

BACKGROUND

Musashi Auto Parts Canada Inc. is the owner of the land located at 500 Domville Street in Arthur. The Owner has applied for Site Plan Approval from the Township to construct a 2,363 m² warehouse addition on to the existing 9024 m² auto parts factory and warehouse known as Plan 2.

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices and has received or agreed to receive approval from other applicable agencies such as Ministry of the Environment, Conservation and Parks.

A copy of the proposed agreement is attached to the By-law in this agenda package.

FINANCIAL CONSIDERATIONS

None.

STRATEGIC PLAN

This report relates directly to the implementation of the Township of Wellington North Strategic Plan, in particular this is expanding to better serve the needs of the community.

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

Yes No N/A

Which pillars does this report support?

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

PREPARED BY:	RECOMMENDED BY:
	
DARREN JONES CHIEF BUILDING OFFICIAL	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER



**TO: MAYOR AND MEMBERS OF COUNCIL,
Meeting of September 10th, 2018**

FROM: DALE SMALL, ECONOMIC DEVELOPMENT OFFICER

SUBJECT: REPORT EDO 2018-30 FarmLINK

RECOMMENDATION

That the Council of the Township of Wellington North receive for information Economic Development Officer report EDO-2018-30 dated September 10th, 2018 being a report on the FarmLINK project and partnership.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

None

BACKGROUND

Since 2015 we have had interest in starting an “Ag Incubator” type of program and have worked with our neighbours at the Town of Minto on a variety of potential opportunities. Earlier this year Centre Wellington and the County of Wellington also joined the partnership and I’m pleased to say that this summer we entered into an agreement with FarmLINK.

FarmLINK.net is an initiative of FarmStart. It is a farm-matching site that creates opportunities for new farmers in Wellington County and beyond. The site links to farms for sale or rent in the area and resources or mentorship for starting a farm. For buyers and sellers, the site is free and through our partnership, Wellington County along with the Town of Minto, Centre Wellington and Wellington North are currently featured as the first Regional Partner with FarmLINK. With 1,000+ users across Canada, they are increasing the number and diversity of opportunities on the site every day.

Wellington North and its partners initially contributed \$500 each to establish the relationship and to build the partnership with FarmLINK. The annual cost to be a Regional Partner is \$2,500 and Wellington County will be covering this cost for 2018 and beyond. This will provide each interested municipality a link/connection for their individual website as well as the link for the County site.

FarmLINK compliments the work we are doing with Saugeen Connects and the purchase of the SuccessionMatching platform and moving forward our plans call for information sessions to be held for interested farmers and land owners and we look forward to expanding this service across our municipality.

For council's information a copy of the FarmLINK brochure and postcard that have been branded with the Wellington North logo and contact information is enclosed. To learn more about the program interested parties can go to www.wellington.ca/FarmLINK for more information.

FINANCIAL CONSIDERATIONS/CONCLUSION

\$500.00 was spent out of the 2018 Economic Development operating budget to establish the relationship and to initiate the discussions with FarmLINK. The annual partnership fee is being covered by the County and any future municipal expenses will be related to Promotion and Marketing of the FarmLINK program and services.

STRATEGIC PLAN

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

Yes No N/A

Which pillars does this report support?

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

PREPARED BY:

RECOMMENDED BY:

Dale Small

Mike Givens

**DALE SMALL
ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER**



How does it work?

- Free user profiles, add photos and descriptions.
- Use MyMatch to see top-rated potential matches..
- Search resources and regional support.
- Private & secure messaging on the site.

What is FarmLINK?

FarmLINK.net is a national land listing platform that connects Canadian farm seekers, farmland owners and rural regions. The site links to farms for sale or rent in the area and resources or mentorship for starting a farm, and its free! With 1000+ users across Canada, we're increasing the number and diversity of opportunities on the site every day.

Who is it for?



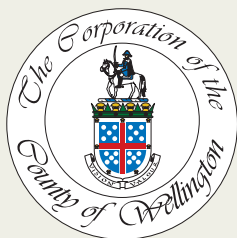
FARM SEEKERS

If you're looking for land to start, grow or expand your farm business, or just want to start by working on a farm, sign up and see what's out there for you.



LAND OWNERS

If you're a land owner looking to mentor someone, rent land to a new farmer or find a potential successor for your farm business, you'll be amazed at the enthusiastic farm seekers on the site.



Success Spotlight

Cathy spent decades building up a successful orchard. Rob was a young professional looking for a career change. The two connected through FarmLINK.net and are now working towards farm succession. Rob is taking over the management with hopes to one day buy the farm to continue Cathy's legacy. "We only lived 20 minutes away but we'd have never connected if it weren't for FarmLINK."

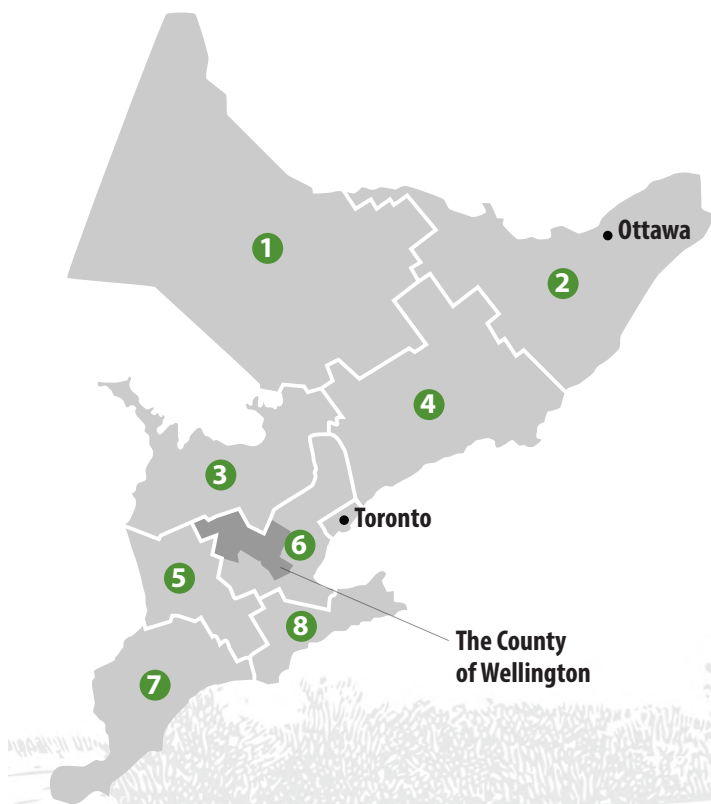
Contact

Dale Small, Township of Wellington North
519.848.3620 x34 | dsmall@wellington-north.com



Wellington County Statistics

Population:	91,056
Average Income:	\$113,270
Number of Farms:	2,348
Regional farm prices (FCC):	\$9,600 - \$24,000/acre
Frost Free Days:	146
Plant Hardiness Zone:	5
Avg. Annual Precipitation:	400mm



Why Wellington County?

Located in Southwestern Ontario, Wellington County has the highest number of diversified farms in the Province. It is an agricultural hub of activity with access to business resources, networks and innovation, making Wellington an excellent location to grow your next opportunity.

With some of the best soil in the province and county support for local food with the Taste Real brand, local food maps and events, Wellington is a great place to make your farm dreams come true!

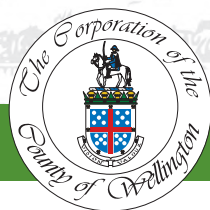
www.wellington.ca www.tastereal.ca

Wellington County has the highest number of diversified farms in the Province.

Ontario farmland regions

Region	% change	Value \$/acre*	Value range**
1 Northern	0.0%	\$3,621	\$900 - \$4,300
2 Eastern	8.5%	\$9,624	\$2,300 - \$14,500
3 North Western	11.0%	\$8,183	\$5,000 - \$16,400
4 North Central	24.0%	\$7,002	\$3,700 - \$14,900
5 South Western	2.8%	\$16,819	\$10,200 - \$22,700
6 South Central	15.1%	\$15,571	\$9,600 - \$24,000
7 Southern	4.2%	\$12,138	\$7,000 - \$18,400
8 South Eastern	15.6%	\$9,929	\$6,100 - \$17,900

*FCC reference value \$/acre. **The value range represents 90% of the sales in each area and excludes the top and bottom 5%.



Alternate formats available upon request





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

www.wellington-north.com 1.866.848.3620 FAX 519.848.3228

519.848.3620

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF SEPTEMBER 10, 2018**

FROM: ADAM MCNABB, DIRECTOR OF FINANCE & TREASURY

**SUBJECT: REPORT TR2018-012 BEING A REPORT THE FCM MAMP
FUNDING APPLICATION AND TOWNSHIP ASSET MANAGEMENT
INITIATIVES**

THAT Report TR2018-012 being a report on the FCM MAMP funding application, and Township asset management initiatives be received for information;

FURTHER THAT council identify, and assign a Council Member to participate in future cross functional asset management team meetings (as required) to provide Council insight, direction and support.

AND FURTHER THAT council approve the engagement of a third party consultant to provide consulting services in support of the 2018 Asset Management Initiatives to a maximum of \$65,000 inclusive of net tax.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

TR2018-005 – Township Asset Management Initiatives

BACKGROUND

In March of 2018, the Township of Wellington North had submitted an application for funding to the Federation for Canadian Municipalities (FCM) via their Municipal Asset Management Program (MAMP) funding stream.

On August 7, 2018 the Government of Canada and FCM had published the approved funding under this program to the benefit of the Township of Wellington North in the amount of \$50,000 in support of the Asset Management Planning initiatives outlined in our application (FCM Backgrounder Attached herein for reference).

On August 28, 2018, the cross functional asset management team for the Township held its inaugural meeting to discuss the newly legislated Ontario Regulation 588/17 – Asset Management Planning for Municipal Infrastructure, how to bring value to the Township while simultaneously meeting the requirements for the regulation, which direction to take as it pertains to engagement of a 3rd party facilitator for the purposes of roadmapping the Township's asset management direction, and the necessity to engage council at the infancy state of the cross functional management team to ensure synergy across council, and staff for future asset management activities and initiatives.

FINANCIAL CONSIDERATIONS

The 2018 capital budget earmarks \$65,000 for AMP Roadmap Consulting costs (which assumed the successful FCM grant funding). With the \$50,000 grant now secured, and the cross functional team established, it is the belief of the author that the Township of Wellington North is now well positioned to engage the services of a third party consultant (to be identified via an RFP process) to aid in the 2018 & 2019 Asset Management initiatives of the township.

STRATEGIC PLAN

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

X Yes No N/A

Which pillars does this report support?

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

PREPARED BY:

RECOMMENDED BY:

Adam McNabb

Michael Givens, CAO

**ADAM MCNABB
DIRECTOR OF FINANCE & TREASURY**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER**



Backgrounder

Communities across Canada receive support for infrastructure planning, green innovation, and climate change resiliency initiatives

The following 159 initiatives have been approved for funding through three infrastructure programs funded by the Government of Canada and delivered by the Federation of Canadian Municipalities: the Municipal Asset Management Program (MAMP), the Municipalities for Climate Innovation Program (MCIP) and the Green Municipal Fund (GMF). Funding for these new initiatives amounts to \$12,139,728.

Approved projects under MAMP:

Lead applicant, Municipality and Province	Project title	Approved funding amount \$
Saddle Hills County, Alberta	Active asset management plan assessment and development	50,000
Municipality of Jasper, Alberta	Asset management strategy: aquifer assessment, geographic information system asset inventory, and asset management system development	40,000
Town of Redcliff, Alberta	Asset management program project	50,000
Town of Redwater, Alberta	Condition analysis, failure analysis and rehabilitation prioritization of sanitary collection system	50,000
Municipal District of Bighorn No. 8, Alberta	Road condition assessment and ten-year capital plan	31,120
County of Athabasca, Alberta	Charting a course and improving asset management	43,808
County of Grande Prairie No. 1, Alberta	Road condition assessment project	50,000
Village of Spring Lake, Alberta	Road and buildings assessment with 10-year capital plan	35,600
City of Coquitlam, British Columbia	Asset management dashboard project	50,000
District of Logan Lake, British Columbia	2018 improvement to asset data catalogue	40,240
Town of Princeton, British Columbia	Initial asset management planning	48,640
Village of Harrison Hot Springs, British Columbia	Phase 1 asset management data collection	50,000
Town of Oliver, British Columbia	Update and renewal of water and sanitary asset management lands	50,000

Village of Telkwa, British Columbia	Water and sewer asset management system strategy	50,000
City of Trail, British Columbia	Asset management strategy	50,000
City of Bathurst, New Brunswick	Asset management improvement 2017-2018	50,000
Rural community of Kedgwick, New Brunswick	Asset management plan	40,000
Village of Alma, New Brunswick	Capital asset management plan	50,000
Town of Quispamsis, New Brunswick	Development of a comprehensive asset management plan	50,000
Town of Saint Andrews, New Brunswick	Further development of asset management program	50,000
Municipality of the County of Colchester, Nova Scotia	Asset management training and data collection	44,080
Township of Dawson, Ontario	Asset management planning 2018	17,600
Township of Lake of the Woods, Ontario	Asset management planning 2018	17,600
Town of Arnprior, Ontario	Asset management software implementation and policy development	41,224
Municipality of Middlesex Centre, Ontario	Asset management plan 2018	50,000
Town of Hanover, Ontario	Mobile sensing roads assessment and sanitary main camera inspection	50,000
Township of Red Rock, Ontario	Asset management capacity building	50,000
Township of Warwick, Ontario	Strategic asset management policy	50,000
County of Wellington, Ontario	Advancing asset management of roads	50,000
Township of Laurentian Valley, Ontario	Phase 1 - Asset management roadmap	50,000
Town of Russell, Ontario	Asset management policy and data development	47,360
Township of Killaloe, Hagarty and Richards, Ontario	Asset management roadmap initiative	50,000
Township of Admaston/Bromley, Ontario	Mobile sensing road and sidewalk assessment with geographic information system based software analytics platform	38,704
Town of Mississippi Mills, Ontario	Strategic asset management policy	12,240
City of Pickering, Ontario	Building governance and data maturity in Pickering's asset management program	50,000
Municipality of Port Hope, Ontario	Mobile sensing roads assessment and geographic information system based software analytics platform	50,000
Township of Manitouwadge, Ontario	Asset management program building	50,000
Town of Huntsville, Ontario	Asset management program development	50,000
Town of Aylmer, Ontario	Asset management planning and software implementation	50,000
Municipality of Greenstone, Ontario	Asset management program development	50,000

Township of Perth East, Ontario	Asset management planning & implementation project	35,040
Township of Wellington North, Ontario	Asset management roadmap	50,000
Township of McNab/Braeside, Ontario	Mobile sensing roads assessment and geographic information system based software analytics platform	23,840
Township of Stirling-Rawdon, Ontario	Mobile sensing road and sidewalk assessment and geographic information system based software analytics platform	32,760
Township of Lanark Highlands, Ontario	Asset management program and capacity building	50,000
City of Greater Sudbury, Ontario	Building condition assessments and designated substance surveys of City fire halls	50,000
Town of Gore Bay, Ontario	Asset management plan update/training	32,000
Township of Malahide, Ontario	Updated asset management plan	50,000
Township of Whitewater Region, Ontario	Core infrastructure asset data collection & asset management plan policy	34,880
Town of Fort Erie, Ontario	Asphalt condition study 2018	44,000
Municipality of Kincardine, Ontario	Condition assessments and replacement cost estimates	50,000
Township of Hamilton, Ontario	Building an asset management program	50,000
Township of Wainfleet, Ontario	Operationalizing asset management planning	50,000
City of Owen Sound, Ontario	Defining life cycle investments and service measures for core assets	50,000
Township of Dorion, Ontario	Asset management program development	50,000
City of Woodstock, Ontario	Mobile sensing roads assessment and geographic information system based software analytics platform	49,320
Town of Petawawa, Ontario	Completion of strategic asset management policy and condition assessment	49,280
Town of Iroquois Falls, Ontario	Mobile sensing roads assessment and geographic information system based software analytics platform	39,992
City of London, Ontario	Corporate asset management plan and policy update	50,000
Township of Asphodel-Norwood, Ontario	Asset management development	49,640
Township of Bonfield, Ontario	Asset management program and systems development	50,000
Town of Stratford, PEI	Completing the financial asset inventory	40,560
Town of Cornwall, PEI	Advancement of infrastructure asset management planning	50,000
City of Repentigny, Québec	Real estate asset maintenance plan	50,000
Town of Moosomin, Saskatchewan	asset management initiative	48,000
Town of Aberdeen, Saskatchewan	Asset management plan	50,000

Rural Municipality of Buckland No. 491, Saskatchewan	Asset management program creation	50,000
Town of Esterhazy, Saskatchewan	Water and wastewater asset activity and geographic information system, inventory tool development	33,040
Village of Earl Grey, Saskatchewan	Asset management strategy	21,600
Rural Municipality of Canwood No. 494, Saskatchewan	Development of asset management plans	24,000

Approved projects under MCIP:

Lead applicant, Municipality and Province	Project title	Approved funding amount \$
City of Lethbridge, Alberta	Feasibility study on municipal facility energy conservation measures and upgrades	125,000
City of Edmonton, Alberta	Eco roof and climate change resiliency initiative	97,640
Town of Banff, Alberta	Energy action plan	125,000
Northern Rockies Regional Municipality, British Columbia	Sewerage and drainage climate change vulnerability and adaptation assessment	125,000
Regional District of Kitimat-Stikine, British Columbia	Thornhill landfill greenhouse gas reduction feasibility study	125,000
Community Energy Association and the North Coast Regional District, British Columbia	Highway 16 electric vehicle charging network collaboration	125,000
City of Victoria, British Columbia	Victoria City Hall energy assessment and net zero roadmap	40,000
Regional District of Kitimat-Stikine, British Columbia	Skeena and Lower Kalum River channel management program phase II	124,800
Evergreen and the City of Vancouver, British Columbia	Climate risks: engaging vulnerable populations	86,800
District of Summerland, British Columbia	Comprehensive climate action planning project	125,000
City of Prince George, British Columbia	Climate change mitigation plan update	125,000
District of North Cowichan, British Columbia	Update of climate action and energy plan modeling and implementation plan	78,800
District of Ucluelet, British Columbia	2018 climate action program plan	26,000
City of Kamloops, British Columbia	GHG community action strategy	125,000
Quatsino First Nation and the Regional District of Mount Waddington, British Columbia	Community energy plan	46,400
District of Tofino, British Columbia	Multi-modal transportation plan	120,000
City of New Westminster, British Columbia	22nd Street Station transit oriented master plan (22nd Street Plan)	125,000

District of Saanich, British Columbia	Climate plan: 100% renewable Saanich	125,000
Town of Golden, British Columbia	Master drainage plan update and climate adaptation strategy	68,000
Township of Langley, British Columbia	Climate change adaptation plan	119,200
City of Coquitlam, British Columbia	Climate adaptation strategic plan	120,000
Municipality of Norfolk Treherne, Manitoba	The Boyne Valley water initiative: natural infrastructure and the Treherne Dam feasibility study	80,000
Red River Basin Commission and the City of Winnipeg, Manitoba	Red River dredging and marsh restoration feasibility study	125,000
Brandon and Area Planning District, Manitoba	Natural asset sub-catchment approach to surface water management	125,000
City of Dauphin, Manitoba	Community energy plan	125,000
Partnership of the Manitoba Capital Region and the Rural Municipality of Headingley, Manitoba	Westport regional transit service and hub feasibility study and plan	125,000
Rural Municipality of Hanover, Manitoba	Seine Rat River Conservation District flood and drought adaptation plan	80,000
Economic Development Council for Manitoba Bilingual Municipalities (CDEM) and the Municipality of Lorne, Manitoba	Climate change local action plans 3 - Manitoba	125,000
Municipality of Russell-Binscarth, Manitoba	Gamblers First Nation/Municipality of Russell-Binscarth climate change local action plan & community energy plan	90,200
City of Winnipeg, Manitoba	Red River Basin LiDAR survey - North Basin	125,000
Town of Morris, Manitoba	Red River Basin LiDAR survey - South Basin	125,000
Town of Virden, Manitoba	Virden - Wallace-Woodworth green infrastructure and flood adaptation plan	80,000
City of Saint John, New Brunswick	GHG emission reduction study for municipal buildings and facilities	125,000
City of Fredericton, New Brunswick	GHG reduction in Fredericton through enhanced active transportation corridors and modal shift	125,000
Eastern Charlotte Waterways Inc. and the Southwest New Brunswick Service Commission, New Brunswick	A regional climate change adaptation plan for southwestern New Brunswick	93,000
City of Saint John, New Brunswick	Climate change vulnerability assessment methodology	125,000
Association francophone des municipalités du Nouveau-Brunswick and the Village of Atholville, New Brunswick	Climate change action project II	125,000

Halifax Regional Municipality, Nova Scotia	Functional planning study: Bedford highway strategic corridor	125,000
Bicycle Nova Scotia and the Cape Breton Regional Municipality, Nova Scotia	Glace Bay Area active transportation corridor feasibility study	64,000
Bicycle Nova Scotia and the Municipality of the District of Chester, Nova Scotia	Blue Route hub bikeway feasibility study (Phase 1)	83,120
Town of Bridgewater, Nova Scotia	Community-scale climate mitigation development and financing mechanisms study	125,000
City of Windsor, Ontario	Flood risk study for Riverside, East Riverside, and Lake St. Clair	125,000
ConverGen and Greater Sudbury (Division), Ontario	Developing a cleantech business at Greater Sudbury Utilities	83,700
Credit Valley Conservation Authority and the Region of Peel, Ontario	Business case for natural assets in the Region of Peel: benefits to municipalities and local communities	125,000
City of Guelph, Ontario	Fleet fuels transition and car sharing	125,000
City of Kitchener, Ontario	Waterloo Region bikeshare expansion study	80,000
Town of Collingwood, Ontario	Urban forest management plan	96,000
Region of Peel, Ontario	Strategy for energy security and initiatives at the region's wastewater treatment plants	125,000
City of Vaughan, Ontario	Accelerating energy retrofits – building the policy and business case for local improvement charges in the City of Vaughan and York Region	65,700
Town of Richmond Hill, Ontario	Sustainability metrics monitoring and incentives project	50,000
City of Windsor, Ontario	Integrated site energy plans for two wastewater treatment plants	125,000
City of Windsor, Ontario	Deep energy efficiency retrofit strategy	125,000
Town of Aurora, Ontario	Community energy plan	81,900
City of Thunder Bay, Ontario	Community energy and GHG emission reduction plan	125,000
Township of Huron-Kinloss, Ontario	Community climate change action plan	72,000
North Simcoe Community Futures Development Corporation and the Township of Tiny, Ontario	Sustainable Severn Sound's local climate change action plan	89,700
Corporation of Loyalist Township, Ontario	Developing a community energy plan	64,000
Township of Mulmur, Ontario	Community energy planning	125,000
City of Windsor, Ontario	Undertaking an active transportation master plan study	125,000
Town of Milton, Ontario	Develop Milton green innovation plan	125,000
City of Mississauga, Ontario	Climate change action plan	125,000
City of Cambridge, Ontario	Climate change adaptation plan	79,900

Toronto and Region Conservation Authority and the Region of Peel, Ontario	Neighbourhood-based vulnerability assessment and adaptation plan – County Court, Brampton	80,000
City of Waterloo, Ontario	Corporate climate adaptation plan	111,000
City of Charlottetown, Prince Edward Island	City Works Garage climate change mitigation feasibility study	24,240
City of Saint-Raymond, Québec	eEnergy efficiency study	119,600
City of Baie-Saint-Paul, Québec	Conversion to forest biomass project feasibility study	101,760
Celsius Mtl and Montréal - Borough of Rosemont-La Petite Patrie, Québec	Locomotion vehicle sharing program	125,000
Association Sportive et Loisir de la Municipalité de Hope Town, Québec	Hope Town community resource centre	63,840
Municipalité de Saint-Étienne-de-Beauharnois, Québec	Active transportation infrastructure study	14,000
Enviro-Acces inc. and the City of Baie-Saint-Paul, Québec	Inventory and action plan to reduce GHG emissions through a web communication tool	80,000
ÉcoMalartic and the City of Malartic, Québec	Active travel plan	54,960
Conseil régional de l'environnement et du développement durable de l'Outaouais and the Régie intermunicipale de transport des collines, Québec	Strategic plan to optimize the supply of public transit in rural and semi-rural areas in the Outaouais	21,500
City of Saskatoon, Saskatchewan	Natural capital asset valuation	125,000
City of Saskatoon, Saskatchewan	Corporate adaptation strategy	125,000

Approved projects under GMF:

Lead applicant, Municipality and Province	Project title	Approved funding amount \$
Fraser Valley Regional District, British Columbia	Mixed waste materials recovery - feasibility analysis and impact assessment	133,200
Waterfront Toronto and the City of Toronto, Ontario	Port lands pilot test program for Don River renaturalization and land redevelopment	350,000
City of Guelph, Ontario	Environmental works for fuel storage tank decommissioning	150,700
Thunder Bay Art Gallery, Ontario	Thunder Bay Art Gallery waterfront relocation project	95,800
Town of Orangeville, Ontario	Sustainable neighbourhood action plan	46,400

City of Welland, Ontario	Phase II ESA and risk assessment for the City of Welland Fire Hall and Emergency Services Training Centre	104,500
Pelee Island Co-operative and the Township of Pelee, Ontario	Site assessment and remedial planning - Pelee Island Co-operative property	46,100
City of Orillia, Ontario	Environmental due diligence, City-owned waterfront property	63,500
Union québécoise de réhabilitation des oiseaux de proie and the Regional county municipality of Maskoutains, Québec	Feasibility study for a zero-energy, zero-carbon birds of prey interpretation centre	175,000
Town of Sainte-Brigitte-de-Laval, Québec	Sustainable development action plan	25,500
City of Beaconsfield, Québec	Quantifying the organic matter diversion resulting from domestic composting and a study of potential organic matter collection scenarios in a context of incentive-based pricing	38,500
City of Saskatoon, Saskatchewan	Corridor growth brownfield renewal strategy	46,400
City of Saskatoon, Saskatchewan	Organics feasibility study	144,600
City of Saskatoon, Saskatchewan	Corridor growth - brownfield renewal - field investigation	56,600

Source: FCM



Communiqué



From the desk of:

August, 2018 # 058

Fire Chief.

1. **THANK YOU.** We continue to have a busy summer and our call volume is up significantly over last year. Hopefully things will slow down. As always, I appreciate your dedication, commitment and support!
2. **REMINDER,** please use your IAM responding!! Your fellow firefighters are counting on you! We need to know who is responding. There are a **few Officers** still not using lam Responding. I will be meeting with those Officers next week. It is **VERY IMPORTANT** that you push the lam Responding button immediately. Please don't hesitate!
3. **REMINDER** to review all Directives. Your safety and the safety of your fellow firefighter is paramount!
4. **Portable Radios.** Each firefighter has been assigned a portable radio. We are working on a numbering system for your portable, pager and helmet. More to follow. This is a very important piece of your safety equipment which you are responsible to maintain. If you have any issues or concerns with the operation of your portable, please contact Deputy Chief Guidotti.
5. **Equipment Repairs.** Please use the **RED TAGS.** Please indicate what needs to be repaired, print your name and sign the tag. Please write on the **WHITE BOARD** that the equipment is out of service. There is a form at the white boards that needs to be completed and dropped in the station mail slot. We are here to assist you, please assist us.
6. We have been testing a **NEW** First Responder APP **SINIRJI.** Sindirji can be downloaded to your Smart phone. The APP is faster than lam Responding and certainly faster than your pager! It also provides more detailed info pertaining to the call. There is no cost to this APP. More to follow in September.
7. Enjoy the rest of your summer and stay safe.

“Don't find the fault, find the remedy”

Henry Ford



Communiqué



FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to August 31 for the years 2017 and 2018				
	<i>2017</i>		<i>2018</i>	
	<i>Fatal fires</i>	<i>Fatalities</i>	<i>Fatal fires</i>	<i>Fatalities</i>
Ontario fatal fires (except Federal and First Nations properties) from January 1 to August 31.	48	54	59	68
Fatal fires on Federal or First Nations properties from January 1 to August 31	2	2	0	0
Total	50	56	59	68

Respectfully;

Fire Chief



Communiqué



August Fire Report 2018

ARTHUR STATION:

The Arthur Station responded to 15 calls for assistance during the month.

Practice/ Meetings:

Aug 7, 2018 (14) members were present
Aug 14, 2018 (17) members were present
Aug 28, 2018 (15) members were present

MOUNT FOREST STATION:

The Mount Forest Station responded to 22 calls for assistance during the month.

Practice/ Meetings:

Aug 7, 2018 (19) members were present
Aug 14, 2018 (19) members were present
Aug 28, 2018 (18) members were present

Respectfully submitted by
Bill Hieber



Communiqué



CALL TYPE	ARTHUR STATION	AREA	MOUNT FOREST STATION	AREA
Medical	2		11	Town (9)
		Township (2)		Township(1)
				Southgate(1)
Mutual aid	1	Fergus (1)		
Trailer Fire	1	Township (1)	1	Township (1)
Machinery Field Fire	1	West grey (1)	1	West Grey (1)
Motor Vehicle Collision	4		2	Town (1)
		Township (3) Mapleton (1)		Township (1)
Fire Alarm	3	Town (1)	3	Town (3)
Assist Mount Forest	1	West Grey (1)		
Gas leak			1	Town (1)
CO/Smoke	1	Township (1)	1	Southgate (1)
Investigation	1	Township (1)	2	Town(2)



Communiqué



Fire Prevention/Public Education

FIRE SAFETY PRESENTATIONS

Camp Fincayra Southgate

FIRE SAFETY INSPECTIONS

235 Murphy Street M.F.
125 Fergus Street North M.F.
135 Fergus Street North M.F.
164 Fergus Street North M.F.
351 Jeremy's Crescent M.F.
142 Melissa Crescent M.F.
236 Egermont Street M.F.
356 Birmingham Street East M.F.

FIRE INVESTIGATIONS

FIRE SAFETY COMPLAINT INSPECTIONS

1 Mount Forest Drive M.F.
133 Birmingham Street East M.F.

FIRE SAFETY PLAN REVIEWS

Vintex M.F.

VULNERABLE OCCUPANCY FIRE DRILLS

356 Birmingham Street East M.F.

BURN PERMIT SITE INSPECTIONS

9344 Sideroad 3 West Luther

BURN COMPLAINTS

227 Fergus Street North M.F.
8597 Concession 7



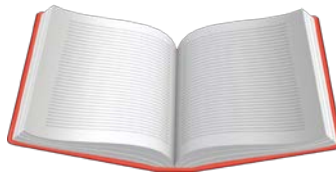
“TEST YOURS *TODAY*”



Communiqué



“SAVING LIVES THROUGH EDUCATION”



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

fpo@wellington-north.com

Next Communiqué will be October 2018



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.3228

TO: MAYOR AND MEMBERS OF COUNCIL
Meeting of September 10, 2018

FROM: Brent Lauber, Director of Operations

**SUBJECT: REPORT OPS 2018-019 – Consent for Construct of Arthur
Fairgrounds Practice Diamond C**

RECOMMENDATION

THAT Report OPS 2018- 019 being a report for consent to construct Arthur Fairgrounds Practice Diamond C be received;

AND FURTHER THAT the Council of the Township of Wellington North approve the project that will have the community utilize Diamond C spring 2019 at an approximate cost of \$31,849.00 plus applicable taxes.

AND FURTHER THAT the Council of the Township of Wellington North direct staff to utilize the 2019 Development Charge allotment of \$27,000 to fund the project in addition to Council's Community Initiated Project grant of \$4000.00 and equivalent contribution from Arthur Minor Softball of \$4000.00.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

EDO 2018-025

BACKGROUND

Further to planning the new ball diamond ("Diamond C"), staff have identified the merit of constructing Diamond C Fall 2018. The overriding value is to have the community utilize Diamond C Spring 2019. The alternative was a two phase approach, by which a portion of Diamond C would be constructed 2018 and the balance in 2019. The disadvantage to the two phase approach, would be the delay to the operation of Diamond C until spring of 2020.

Staff have taken a holistic approach to have Diamond C in service for spring of 2019. A brief summary of work to be completed is as follows:

- 1) Decommission existing electrical service cabinet located inside of walking track; upgrade with NEMA compliant electrical service at park perimeter; cap and abandon water servie at existing electrical service cabinet.
- 2) Excavate Diamond C per staff developed and approved layout; place excavated fill in outfield depression; compact and grade to control stormwater run-off and match existing grade; place topsoil and seed;
- 3) Place minimum 8 inches stonedust, grade, position topsoil and seed;
- 4) Install batting cage and two pitching screens for warm-up and practice.

Staff have sought competitive pricing, a summary provided below (excluding HST):

- Yake Electric: \$3,500.00
- Clark Bros. Contracting: \$12,000.00
- Modern Fencing: \$16,349.00

An in-kind donation from the Authur Agricultural Society of two sets of bleachers will have Diamond C ready for community enjoyment spring of 2019.

FINANCIAL CONSIDERATIONS

Council has recently approved a \$4000.00 grant, to be matched by Arthur Minor Ball (Total \$8,000.00). Combined with the 2019 DC budgeted amount of \$27,000.00 the total budget for Diamond C is \$35,000.00 (net payable cost). The Townships net payable project cost is \$32, 409.54 representing a surplus of \$2,590.46.

STRATEGIC PLAN

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

- X Yes No N/A

Which pillars does this report support?

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

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



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

www.wellington-north.com

519.848.3620
1.866.848.3620 FAX 519.848.3228

TO: MAYOR AND MEMBERS OF COUNCIL
Meeting of September 10, 2018

FROM: Brent Lauber, Director of Operations

**SUBJECT: REPORT OPS 2018-020 – CIMCO In Year Capital Expense –
Information Update**

RECOMMENDATION

THAT Report OPS 2018 - 020 being a report for an unaccounted in-year expense associated with CIMCO ice plant be received;

AND FURTHER THAT the Council of the Township of Wellington North acknowledge that installation of Compressor No. 2 is complete at a cost of \$23,395.00 plus applicable taxes.

AND FURTHER THAT the Council of the Township of Wellington North direct staff to utilize the Reserve Fund for Equipment to fund the expense. The remaining balance of said Reserve Fund is \$424, 960.00.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

February 12, 2018 Council Agenda – CIMCO letter dated January 18, 2018

BACKGROUND

Further to CIMCO's extension to remedy the CIMCO ice plant at their expense, an additional requirement to refurbish or replace Compressor No. 2 was identified spring 2018. This requirement was confirmed by Township staff through a direct line of questioning to CIMCO's ice plant mechanic.

CIMCO's plant contains two compressors, required at warmer temperatures to operate in tandem to create ice. As well, during periods of colder outdoor temperatures, should the lead compressor fail, a redundant compressor (lag) is required to maintain ice.

The Township received an initial quotation to refurbish the subject compressor for a cost of \$16,000 (plus applicable taxes). Staff elected to request a replacement cost, from CIMCO, subsequently received at a \$23,395.00 plus applicable taxes, with a one year manufacturer's warranty.

Staff considered the refurbish or replace option, and elected to replace Compressor No. 2 and run the existing Compressor No. 1 until pending failure. Compressor No. 1 continues to operate at design efficiency, however staff note that there is no condition based monitoring capability on these compressors, other than Operator attunement to operating temperatures and associated noise and/or excessive vibration.

FINANCIAL CONSIDERATIONS

The remaining balance of Reserve Fund for Equipment is \$424, 960.00. Due to each of Compressor No. 1 and No. 2 being of the same vintage, there is a possibility that Compressor No. 1 will fail at some point during the 2018/2019 season. Council should be aware that Compressor No. 1 probability of failure is high, and a similar exercise to replace is likely in the near term.

STRATEGIC PLAN

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

- X Yes No N/A

Which pillars does this report support?

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

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

Brent Lauber

Michael Givens, CAO

Brent Lauber Director of Operations	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
--	--



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

www.wellington-north.com 1.866.848.3620 FAX 519.848.3228

519.848.3620

TO: MAYOR AND MEMBERS OF COUNCIL
Meeting of September 10, 2018

FROM: Brent Lauber, Director of Operations

SUBJECT: REPORT OPS 2018-021 – Molok Waste Cannister Install at Trail Locations; Consent to Fund and Submit for 50% Cost Recovery

RECOMMENDATION

THAT Report OPS 2018 - 021 being a report for an opportunity to develop Wellington North trails with a Molok North America Ltd. ("Molok") waste management solution, and associated opportunity to recover fifty-percent (50%) of the capital cost be received;

AND FURTHER THAT the Council of the Township of Wellington North acknowledge installation of seven (7) Molok cannisters at strategic trail and trail adjacent parks as per map appended Schedule A in this report;

AND FURTHER THAT the Council of the Township of Wellington North direct staff to utilize the Parkland Cash in Lieu Fund to fund the capital expense \$8,220.91 (pre HST). The remaining balance of said Fund is \$187, 016.00.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Resolution 2018-97; Council Minutes July 23, 2018

BACKGROUND

Wellington County correspondence dated July 12, 2018 regarding the Wellington County Trail Funding Programme, resulted in Council's direction to staff to have Wellington County place the \$21,509.98 remaining funding into reserve funds for future use.

Staff have identified an opportunity to improve our trail network with a waste management solution by way of a local manufacturer offering, that being a Molok North America Ltd. waste cannister product and disposal services solution. Staff have reviewed, and are in support, of the merit of the product and service offering. Further, staff have the in-house

resources and capability to install the cannisters, and associated below grade disposable bags, a service not offered by Molok.

The product essentially increases the storage volume of waste through a rugged disposable bag that resides approximately sixty percent (60%) below grade. This system would greatly reduce routine emptying of 45 gallon drums, associated odours, fleet wear and tear, and fuels consumption. Further, it is anticipated that Recreation Services operations staff be allocated to higher priority core services, including value added in-house maintenance activities and minor capital projects.

The product offering does come with a disposal service, and associated operating cost. The recurring operating cost is for pick-up of cannister waste at \$35 per visit. Staff estimate a median of one pickup per month starting June 1 and ending November 1. As such, a portion of the operating cost over 5 months is estimated at approximately \$1,225.00/season. This does not include disposal fees, which based on estimated tonnage are \$167.00/season. Further, disposable cannister replacement bags (~35 per season) are estimated at \$208.00. Hence the total estimated operating cost per season is \$1601.00.

FINANCIAL CONSIDERATIONS

It is recommended that the Council of the Township of Wellington North approve the capital cost of \$ 16, 441.81 (excluding HST) for 7 Molok cannisters and submit for 50 % cost reimbursement to the County of Wellington (“County”). Upon County approval, that the Council of the Township of Wellington North direct staff to install seven Molok cannisters and approve the estimated annual operating cost (subject to annual Consumer Price Index increase only).

STRATEGIC PLAN

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

- X Yes No N/A

Which pillars does this report support?

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

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

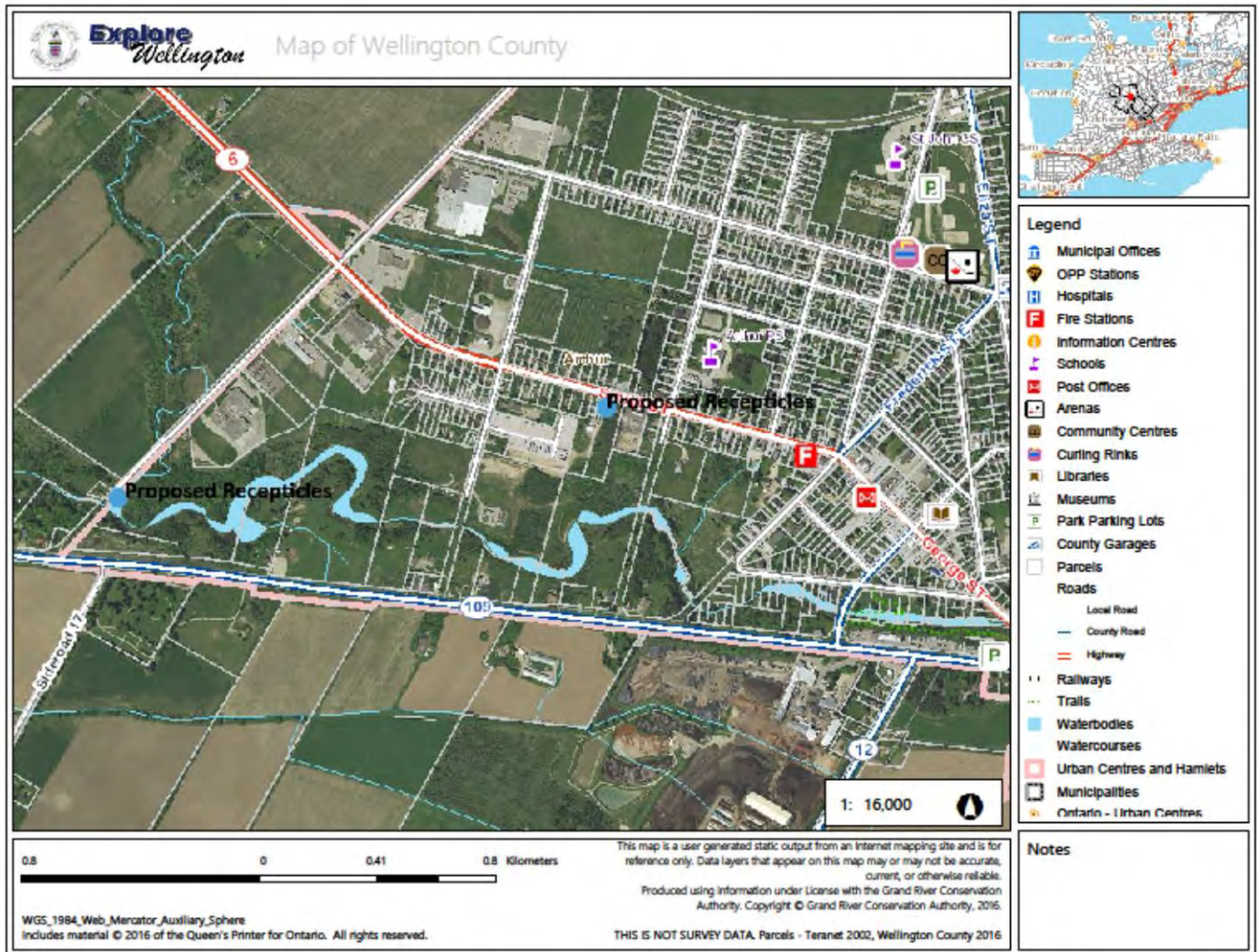
Brent Lauber

Michael Givens, CAO

Brent Lauber
Director of Operations

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER

PROPOSED RECEPTICLES – ARTHUR



PROPOSED RECEPTICLES MOUNT FOREST



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

BY-LAW NUMBER 075-18

**BEING A BY-LAW TO APPOINT MEMBERS TO THE JOINT
COMPLIANCE AUDIT COMMITTEE FOR THE TOWNSHIP OF
WELLINGTON NORTH**

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

1. **THAT** the following individuals be appointed to the Joint Compliance Audit Committee for the Township of Wellington North:

Jim McQueen

Wesley Snarr

Douglas Auld

Joseph Servos

2. **THAT** the Mayor and the Clerk of the Township are hereby authorized and directed to sign the appointment by-law.
3. **THAT** this By-law shall come into effect on January 1, 2019.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 10TH DAY OF SEPTEMBER, 2018.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 079-18

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A SITE PLAN AGREEMENT (PART OF PARK LOTS 4 AND 5, SHOWN ON THE CROWN SURVEY OF ARTHUR VILLAGE, BEING PARTS 1, 2 AND 3 ON DEPOSITED PLAN 61R8981, IN THE TOWNSHIP OF WELLINGTON NORTH, IN THE COUNTY OF WELLINGTON, SUBJECT TO AN EASEMENT ON PART 2 OF THE SAID PLAN 61R8981 REGISTERED AS INSTRUMENT NO. LT72786 HAVING PROPERTY IDENTIFIER NUMBER 71095-0035 (LT) (500 DOMVILLE STREET-MUSASHI PLANT 2)

WHEREAS:

- A. The following lands owned by Musashi Auto Canada Inc. (the Owner) have been designated by Wellington North under subsection 41(2) of the *Planning Act*, R.S.O. 1990, c. P.13 (hereinafter called "the Act") as a site plan control area:

Part of Park Lots 4 and 5, shown on the Crown Survey of Arthur Village, being Parts 1, 2 and 3 on Deposited Plan 61R8981, in the Township of Wellington North, in the County of Wellington, subject to an easement on Part 2 of the said Plan 61R8981 registered as Instrument No. LT72786 having Property Identifier Number 71095-0035 (LT) (500 Domville Street)

- B. Wellington North requires the Owner to enter into an agreement as a condition to the approval sought by the Owner under subsection 41(7)(c) and subsection 41(7)(c.1) of the Act and this Agreement shall pertain to both phases of the development.

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

1. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign a Site Plan Agreement with the Owner in the form, or substantially in the same form as advised by the municipal solicitor, of the draft Site Plan Agreement attached hereto as Appendix 1.
2. The Clerk is authorized and directed to cause notice of the Site Plan Agreement to be registered on title to the said lands forthwith after it has been signed by the parties.

By-law No. 081-15
Page 2 of 2

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 10TH DAY OF SEPTEMBER, 2018**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

APPENDIX 1

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this day of , 2018.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the "Township")
OF THE FIRST PART

-and-

MUSASHI AUTO PARTS CANADA INC.

(the "Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the Lands described as Part of Park Lots 4 and 5, shown on the Crown Survey of Arthur Village, being Parts 1, 2 and 3 on Deposited Plan 61R8981, in the Township of Wellington North, in the County of Wellington, subject to an easement on Part 2 of the said Plan 61R8981 registered as Instrument No. LT72786 having Property Identifier Number 71095-0035 (LT) (500 Domville Street)

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the lands described in Schedule "A" attached hereto;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the premises and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows that in consideration of the Township approving the plans and drawings for the development of the Lands, the Owner covenants and agrees with the Township to provide, to the satisfaction of and at no expense to the Township, the following:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the "Plans").
2. Construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws, including without limitation, the exterior building design, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.
4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph 3 of this Agreement.
5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catchbasins, where necessary, in a manner approved by the Township and/or the County of Wellington.
6. The Owner agrees that snow shall be removed from the parking lot area for the Lands.
7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
9. The Owner shall, where required by Township and/or County of Wellington resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
10. The Owner hereby releases and indemnifies the Township, and, where applicable, the County of Wellington, its servants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the

proper maintenance and operation of the matters and facilities required by virtue of this Agreement.

11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township,
 - (a) The Owner shall supply the Township with a comprehensive liability insurance policy in form satisfactory to the Township, holding the Township harmless for claims for damages, injury or otherwise in connection with the work done by the Owner, its servants or agents in or adjacent to the lands to be developed under this Agreement in the amount of Two Million (\$2,000,000.00) Dollars inclusive. The Township is to be named as an insured in the said policy.
 - (b) The Owner shall, upon the earlier of (a) commencing any works on the Lands, or (b) applying for a building permit, supply the Township with cash or a Letter of Credit (the "security") in form satisfactory to the Chief Administrative Officer (CAO) and in an amount determined by the CAO, sufficiently guaranteeing the satisfactory completion of the site works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a period of one (1) year from the date that such works are constructed receive written approval from the Township Engineer. The security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer, the Letter of Credit may be reduced to an amount equal to Ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said one (1) year period.
12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township, the Owner shall:
 - a) provide the Township with, prior to the execution of this Agreement by the Township, a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of \$50,000 of the cost of works and facilities relating to storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works.
 - b) complete the said works and facilities within a period of one (1) year from the date of issuance of a building permit, or within one (1) year of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the owner's sole expense.

- c) Upon failure of the owner to complete the said works and facilities within the said one year period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the lands to perform the said works and facilities.

Section 427 of the Municipal Act, S.O. 2001, c. 25, as amended, applies to this Agreement and in the event the Owner fails to perform the works and facilities required to be done herein, such works and facilities may be done by the Township at the Owner's expense and the Township may recover the expense in doing so by action or the same may be recovered in like manner as municipal taxes

13. The Owner shall grade the lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Site Plan. The Owner shall not use or cause or permit to be used any new construction on the lands until after a professional engineer or architect has given Wellington North, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the said lands which fall within the provisions of Section 41 of the Act and are required for this development by the Site Plan and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect
14. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the owner may be required to apply dust suppressants, covering stock piles of top soil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
15. The Township and Owner agree that the Owner may choose to develop the lands in phases and in accordance with the approved phasing plan, as shown on the approved Site Plans. In such case, the Owner agrees as follows:
- (a) that the Owner will not apply for nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - (b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - (c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the CAO or CBO, and the provisions of this Agreement shall apply to such security with respect to such phase(s);

- (d) that the provisions of this Agreement shall apply to all such phases.
16. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township, the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.
 17. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
 18. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
 19. The covenants, agreements, conditions and understandings set out herein and in Schedules "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.

20. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

THIS AGREEMENT is executed by the Township this day of , 2018.

**THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH**
Per:

Andrew Lennox – Mayor

Karren Wallace – Clerk
We have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this day of , 2018.

MUSASHI AUTO PARTS CANADA INC.
Per:

Haru Otsuka – President

Peter Hoffman – Director
We have authority to bind the corporation.

SCHEDULE "A"**Approved Plan and Drawings**

Dwg No.	Description	Author	Revision No.	Revision Date
N/A	Stormwater Management Report	GM Blue Plan Engineering	N/A	July 2018
SP1	Overall Site Plan	GM Blue Plan Engineering	2	Aug 17/18
SP2	Site Servicing and Grading Plan	GM Blue Plan Engineering	2	Aug 17/18
SP3	Standards Notes and Details	GM Blue Plan Engineering	2	Aug 17/18

SCHEDULE "B"

Site Specific Requirements

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

- The Owner shall obtain an ECA from MECP for the SWM works and submit a copy of that to the Township along with proof that they have an Operations Manual and Logbook and have been completing routine inspections and maintenance of their existing SWM facility;
- The Owner acknowledges that there may be interruptions to their operations (e.g. no access to loading docks and overhead doors), should the Township need to complete maintenance or other activities associated with the Township's sanitary sewer located within the 10m easement, and that the Township is not liable for any impact this may cause to the Owner.



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

Our CULTURAL MOMENT Celebrates CULTURE DAYS

culturedays ON

Culture Days is a nationwide weekend to celebrate arts and culture. Launched in 2010, this public engagement initiative aims to foster support for a diverse arts and culture community that is lived, created and expressed by Ontarians. Starting the last Friday of each September, Culture Days is an opportunity to build connection, awareness and pride in the vibrant nature of arts and culture across Ontario. Events can include individuals and organizations that are renowned, community-focused, established and emerging. Accessibility and inclusion are central to our values, and we promote direct interaction between creators and the public as a means to strengthen long-term support for arts and culture.

This year, the Wellington North Cultural Roundtable will include Culture Days as part of its range of activities and is supporting several events to showcase our cultural diversity across the Township. Wellington North Culture Days will be held on September 28, 29 and 30th and will feature ten locations and events that provide a great variety to match the interests of all within the Township and beyond. Included is the Metz Pumpkinfest where council will show off their pumpkin growing capabilities and this year the Lynes Blacksmith Shop will be open all three days over the Culture Days weekend. Other activities include events at the cemetery, libraries and both museum & archives and the skills of our local Scottish Dancers and Quilters Guild will be on display at the Mount Forest Sports Complex.

Press releases have been distributed and The River is providing local radio support. A brochure has also been prepared listing the events and sites open for public engagement during the three-day weekend and we are expecting a great turn out for our first Culture Days celebration! Please come join us.



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

BY-LAW NUMBER 080-18

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON SEPTEMBER 10, 2018.

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

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

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

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on September 10, 2018 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 10TH DAY OF SEPTEMBER, 2018.**

**ANDREW LENNOX,
MAYOR**

**KARREN WALLACE,
CLERK**