

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

REGULAR MEETING OF COUNCIL

Monday, October 3, 2011

7:00 p.m.

Members Present:

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

Also Present: Chief Administrative Officer/Clerk: Lorraine Heinbuch
Executive Assistant: Cathy Conrad
Treasurer: John Jeffery
Director of Public Works: Barry Trood

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

A. **CALLING THE MEETING TO ORDER**

Mayor Tout called the meeting to order.

B. **O' CANADA**

C. **PASSING AND ACCEPTANCE OF AGENDA**

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT the Agenda for the October 3, 2011 Regular Meeting of Council be accepted and passed with the deletion of:

CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION

1. Mount Forest Lions Club

Re: Request for Township approval of naming new playground the "William (Bill) D. Moody Lions Playground"

Resolution Number: 1

Carried

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D. **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF**

None declared.

E. **MINUTES**

1. Regular Meeting of Council, September 26, 2011

Moved by: Councillor Yake

Seconded by: Councillor Lennox

THAT the Regular Meeting minutes of Council held on September 26, 2011 be adopted as circulated.

Resolution Number: 2

Carried

F. **DELEGATIONS, DEPUTATIONS, PETITIONS**

1. Linda Dickson, MCIP, RPP
Re: Community Emergency Management Coordinator
Report on the 2011 Emergency Management Programme for
Wellington North

Ms. Dickson reviewed the Report on the 2011 Emergency Management Programme for Wellington North. The report outlined how the Township of Wellington North has fulfilled, for 2011, the municipal emergency management programme requirements set out in the Regulations of the Emergency Management and Civil Protection Act. The Programme Committee met on March 18, 2009. No changes were proposed to the Emergency Response Plan in 2011. The primary focus for training in 2011 was the Provincial Incident Management System (IMS) 200 course for the control group members, a workshop for Elected Officials and a Media Training Workshop for Emergency Information Officers, the Mayors and their alternates. Additional emergency management training included Provincial Basic Emergency Management Courses, Scribe Training and a Shelter Workshop.

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F. **DELEGATIONS, DEPUTATIONS, PETITIONS** (continued)

1. Linda Dickson, MCIP, RPP
Re: Community Emergency Management Coordinator
Report on the 2011 Emergency Management Programme for
Wellington North (continued)

On May 18, 2011 an emergency management exercise was conducted involving members of the Township's Municipal Emergency Management Control Group and support staff. Staff will review and update critical infrastructure information throughout the year as changes are noted. Public education included the annual set up of displays at the Arthur and Mount Forest Libraries along with a draw for a 72 hour emergency kit; and Emergency information displayed at the Township Municipal Office and a draw for a weather radio. The City and County were successful with their funding bid for an interoperability strategic plan. The Township is continuing an audit of generator needs in the municipality. Many lessons learned and recommendations have been noted from the Sandy Lake Community Evacuation Response from July 2011.

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North accept the annual Emergency Management Report;

AND FURTHER THAT this report constitutes the Annual Review of the Township of Wellington North's Emergency Management Programme for 2011.

Resolution Number: 3

Carried

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G. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS**

1. Economic Development Committee
- Minutes, September 21, 2011

**Moved by: Councillor Yake
Seconded by: Councillor Lennox**

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Economic Development Committee meeting held on September 21, 2011.

Resolution Number: 4

Carried

2. Finance Committee
- Minutes, September 19, 2011

**Moved by: Councillor Lennox
Seconded by: Councillor Yake**

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Finance Committee meeting held on September 19, 2011.

Resolution Number: 5

Carried

**Moved by: Councillor Lennox
Seconded by: Councillor Yake**

THAT the Council of the Corporation of the Township of Wellington North proceed with the hiring of a co-op student for the winter 2012 term for the purposes of reviewing the operations of the recreation department to recommend efficiencies in operating costs, enhanced revenues, and improved service to the users; and

THAT a job description for the student be prepared and presented to Council for approval, as recommended by the Finance Committee.

Resolution Number: 6

Carried

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

2. Finance Committee (continued)
- Report from John Jeffery, Treasurer
 - Level of Service

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North approve the recommendations as set out in Level of Service report by Treasurer:

- All ongoing budgets must be prepared to maintain the level of service in place in the prior year.
- All departments will identify changes in the level of service being proposed and prepare a detailed analysis of the change including all revenues and expenditures.
- The analyses will be reviewed by the respective committee.
- The committee will make a recommendation to Council to incorporate the change or not.
- Upon acceptance of the change, Council will direct that it be incorporated in the annual budget.

AND FURTHER THAT the Treasurer prepare a formal policy for adoption by Council.

Resolution Number: 7

Carried

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

3. Water/Sewer Committee
- Minutes, September 27, 2011

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Water/Sewer Committee meeting held on September 27, 2011.

Resolution Number: 8

Carried

- Report from Councillor Lennox
- Report Regarding Arthur Waste Water Treatment Plant (AWWTP) Meeting with the Ministry of Environment Staff

Moved by: Councillor Yake

Seconded by: Councillor Lennox

THAT the Report from Andy Lennox regarding Arthur Wastewater Treatment Plant Meeting with Ministry of Environment Staff – September 15, 2011 and the recommendations contained therein be deferred for further review by Council and Staff in consultation with Township engineers.

Resolution Number: 9

Carried

4. Works Committee
- Minutes, September 27, 2011

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Works Committee meeting held on September 27, 2011.

Resolution Number: 10

Carried

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

4. Works Committee
- Draft Agreement – Requests for Tile Drain Outlets Onto or Crossing
Township Road Allowances

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North adopt the “Request for Tile Drain Outlets onto or Crossing Township Road Allowances Policy and Regulations” as recommended by the Works Committee.

Resolution Number: 11

Carried

5. Report from Darren Jones, C.B.O.
- OPP Training Centre Roof

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North proceed with the removal and replacement of the flat roof between the main building and the gymnasium of the former Sacred Heart School by National Coatings of Canada Inc. at the quoted cost for materials and labour of \$19,631.00 plus HST and an estimated \$6,000.00 for mechanical and electrical disconnects and the installation of the roof drain; and that the costs be applied to the Administration Building Reserves, as recommended by Darren Jones, Chief Building Official.

Resolution Number: 12

Carried

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H. **CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION**

1. County of Wellington Planning and land Division Committee
Re: Comments for Consent Application

Application B119/11

Council supported the application with the following conditions:

- a legal easement to be obtained for the services that run over the retained part to service the severed part
- a legal easement to be created for the Nelson and Robinson properties to the west for the services that run through the subject property
- that the applicant abide by the Township entrance policy
- that the owner satisfy the requirements of the local municipality in reference to parkland dedication

Application B123/11

Council supported the application with the following conditions:

- severed portion to be rezoned to allow the commercial business

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I. BY-LAWS

1. 72-11 Being a By-law to Permit Fundraising Activities by a Charitable Organization on a Roadway Under the Safe Streets Act, S.O. 1999 in the Township of Wellington North. (Mount Forest Kin Club Fall Road Toll – Main Street, Mount Forest)

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT By-law Number 72-11 being a by-law to permit fundraising activities by a charitable organization on a roadway under the Safe Streets Act, S.O. 1999 in the Township of Wellington North be read a First, Second and Third time and finally passed. (Mount Forest Kin Club Fall Road Toll – Main Street, Mount Forest)

Resolution Number: 13

Carried

2. 73-11 Being a By-law to Regulate the Setting of Open Air Fires Within the Township of Wellington North

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 73-11 being a by-law to regulate the setting of open air fires within the Township of Wellington North be read a First, Second and Third time and finally passed.

Resolution Number: 14

Carried

J. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report – dated September 30, 2011

Maitland Valley Conservation Authority
- Minutes June 15, 2011

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K. ANNOUNCEMENTS

None.

L. CLOSED MEETING SESSION

1. "Personnel" matters

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council go into a meeting at 7:55 p.m. that is closed to the public under subsections 239 (2) (d) of the Municipal Act, 2001

- to consider labour relations or employee negotiations

Resolution Number: 15

Carried

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council rise from a closed meeting session at 8:31 p.m.

Resolution Number: 16

Carried

M. CONFIRMING BY-LAW

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 74-11 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 October 3, 2011 be read a First, Second and Third time and finally passed.

Resolution Number: 17

Carried

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N. **ADJOURNMENT**

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Regular Council meeting of October 3, 2011 be adjourned at 8:32 p.m.

Resolution Number: 18

Carried

C.A.O./CLERK

MAYOR