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Regular Meeting of Council

Monday, November 7, 2016

7:00 p.m.

Municipal Office Council Chambers, Kenilworth

AGENDA

AGENDA ITEM	PAGE NO.
<u>CALLING TO ORDER</u>	
- Mayor Lennox	
<u>SINGING OF O' CANADA</u>	
<u>PASSING AND ACCEPTANCE OF AGENDA</u>	
<u>DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF</u>	
<u>MINUTES OF PREVIOUS MEETING(S)</u>	
Regular Meeting of Council, October 17, 2016	001
<u>BUSINESS ARISING FROM MINUTES</u>	
<u>PRESENTATIONS</u>	
<u>DELEGATIONS</u>	
Darlene DeStefano, Chair and Founder, and Curtis Rutt	
- Mission Butterfly Incorporated	011

AGENDA ITEM	PAGE NO.
<u>STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS</u>	
Cultural Roundtable Committee - Minutes, October 20, 2016	014
Administration and Finance Committee - Minutes, October 24, 2016	017
Joint Economic Development Committee - Minutes, October 26, 2016	022
Cheque Distribution Report dated October 31, 2016	023
Report from Michael Givens, CAO - Report CAO 2016-024 Ontario Municipal Administrators' Association (OMAA) Fall Workshop	027
Report from Kimberly Henderson, Treasurer - Report TR2016-009 being a report on the Clean Water and Wastewater Fund	030
Report from Karren Wallace, Clerk - Report CLK 2016-062 being a report on Wellington North Council & Committee Procedure By-law	033
Report from Karren Wallace, Clerk - Report CLK 2016-068 being a report to consider the Engineer's Report and Addendum #1 for the Proposed Drainage Works for Drain 65 (Lennox)	052
Report from Karren Wallace, Clerk - Report CLK 2016-069 being a report on Consent Application B85-16 (Alette Holsteins) known as Part Lot 3, Concession 6 (Formerly Arthur Township) now the Township of Wellington North	054
Report from Karren Wallace, Clerk - Report CLK 2016-070 being a report on Consent Application B88-16 (940749 Ontario Inc.) known as 210 Gordon Street, (formerly Arthur) now the Township of Wellington North	059

AGENDA ITEM	PAGE NO.
<p>Report from Karren Wallace, Clerk</p> <ul style="list-style-type: none"> - Report CLK 2016-071 being a report on Consent Application B91-16 (Bell) known as Lots 25 & 26, Concession 4, Part Lot 28, Divisions 3 & 4 and Part Lot 29, Divisions 1, 2, 3 WOSR, (formerly Arthur Township) now the Township of Wellington North 	064
<p>Report from Karren Wallace, Clerk</p> <ul style="list-style-type: none"> - Report CLK 2016-072 being a report on Consent Application B101-16 (Deverell) known as Part Lot 3, Concession 4, (formerly Arthur Township) now the Township of Wellington North 	069
<p>Report from Karren Wallace, Clerk</p> <ul style="list-style-type: none"> - Report CLK 2016-073 being a report on MP Nater's briefing on Canada Summer Jobs Program 	074
<p><u>CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION</u></p>	
<p>Grey County</p> <ul style="list-style-type: none"> - Correspondence dated October 11, 2016, regarding request for support of resolution regarding rural hydro costs 	085
<p>Township of North Frontenac</p> <ul style="list-style-type: none"> - Correspondence dated October 20, 2016, regarding request for support of resolution regarding Ontario's Electrical Bills 	086
<p>Municipality of Charlton and Dack</p> <ul style="list-style-type: none"> - Motion No. 16-271, dated October 24, 2016, regarding requirement to submit signatures of 25 voters supporting the nomination of anyone wishing to run for office on a Council. 	087
<p>Steve McCabe</p> <ul style="list-style-type: none"> - Town Hall Midterm Update, Community Growth Plan 	088
<p><u>BY-LAWS</u></p>	
<p>By-law Number 081-16 being a by-law to set remuneration for members of Council and to repeal By-law 1-14</p>	089

AGENDA ITEM	PAGE NO.
<p>By-law Number 082-16 being a by-law of the Corporation of the Township of Wellington North to provide for Drainage Works in the Township of Wellington North for Drain 64 (First and Second reading and provisionally adopted)</p>	090
<p>By-law Number 083-16 being a by-law to amend By-law 5000-05 being a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North</p>	092
<p><u>ITEMS FOR COUNCIL'S INFORMATION</u></p>	
<p>AMO Watchfile</p> <ul style="list-style-type: none"> - October 13, 2016 - October 20, 2016 - October 27, 2016 	<p>103 105 108</p>
<p>Maitland Valley Conservation Authority</p> <ul style="list-style-type: none"> - Minutes, Board of Directors Meeting #8/16, September 21, 2016 	110
<p>Ontario Energy Board Notice</p> <ul style="list-style-type: none"> - Union Gas Limited applied to change its natural gas rates effective January 1, 2017 	114
<p>Judy Chapman, Arthur</p> <ul style="list-style-type: none"> - Correspondence dated October 24, 2016 thanking Council for audible signals 	116
<p>XCG Consultants Ltd.</p> <ul style="list-style-type: none"> - Memo dated October 26, 2016 regarding Arthur Wastewater Treatment Plant Class Environmental Assessment Progress Update 	117
<p>Ministry of Citizenship and Immigration</p> <ul style="list-style-type: none"> - Correspondence dated October 2016 regarding the June Callwood Outstanding Achievement Award for Voluntarism in Ontario 	118
<p><u>CULTURAL MOMENT</u></p>	
<p>Canada's Most Patriotic Village Honours Veterans on Street Banners</p>	

AGENDA ITEM	PAGE NO.
<p data-bbox="188 380 553 415"><u>NOTICE OF MOTION</u></p> <p data-bbox="188 457 537 493"><u>ANNOUNCEMENTS</u></p> <p data-bbox="188 535 699 571"><u>CLOSED MEETING SESSION</u></p> <p data-bbox="188 613 1268 720">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;</p> <ol data-bbox="240 762 1235 1087" style="list-style-type: none">1. Report EDO 2016-30 Municipal Land Sale 455 Dublin Street (Mount Forest Day Care Centre)2. Review of Closed Session Minutes September 12, 20163. Review of Closed Session Recreation & Culture Minutes October 4, 20164. Rise and Report <p data-bbox="188 1129 1211 1207"><u>CONFIRMING BY-LAW NUMBER 084-16 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></p> <p data-bbox="188 1249 480 1285"><u>ADJOURNMENT</u></p>	<p data-bbox="1352 1119 1409 1150">119</p>

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

001

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

Members Present:

Mayor: Andy Lennox
Councillors Sherry Burke
Lisa Hern
Steve McCabe

Absent:

Dan Yake

Staff Present:

CAO/Deputy Clerk: Michael Givens
Clerk: Karren Wallace
Executive Assistant: Cathy Conrad
Treasurer: Kimberly Henderson
Director of Public Works: Matthew Aston
Chief Building Official: Darren Jones
Economic Development Officer: Dale Small

CALLING THE MEETING TO ORDER

Mayor Lennox called the meeting to order.

SINGING OF O' CANADA

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION 2016-440

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Agenda for the October 17, 2016 Regular Meeting of Council be accepted and passed.

CARRIED

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

No pecuniary interest declared.

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

002

MINUTES OF PREVIOUS MEETING(S)

RESOLUTION 2016-441

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the minutes of the Regular Meeting of Council held on October 3, 2016 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM MINUTES

No business arising from minutes.

PRESENTATIONS

No presentations

DELEGATIONS

No delegations

STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

Report from Dale Small, Economic Development Officer

- Report EDO-2016-28 Community Improvement Program

RESOLUTION 2016-442

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Economic Development Officer report EDO-2016-28 dated October 17th, 2016 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 of \$1,062.00 under the Application Fees and Development Charges Grant Program as a result of the improvements made to the building at 178 Main Street North in Mount Forest which is the current location of Christopher Rowley Medicine.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-068 being a report on the contract award for the storage lagoon fencing in Arthur

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

003

RESOLUTION 2016-443

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-068 being a report on the contract award for the storage lagoon fencing in Arthur;

AND FURTHER THAT the Council of the Township of Wellington North award the contract for the storage lagoon fencing in Arthur to 1077860 Ontario Inc. o/a Town and Country Fencing at a contract cost of \$91,000 plus applicable taxes;

AND FURTHER THAT the Council of the Township of Wellington North authorize the Director of Public works to sign the contract documents associated with this project.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-069 being a report on operation services for the Township's Wastewater Treatment Plants

RESOLUTION 2016-444

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-069 being a report on operation services for the Township's wastewater treatment plants;

AND FURTHER THAT the Mayor and Clerk be authorized to sign a by-law to enter into an agreement with the Ontario Clean Water Agency for operating services related to the wastewater treatment plants.

CARRIED

Report from Matthew Aston, Director of Public Works and
Daren Jones, Chief Building Official

- Report PW 2016-070 being a report on the sanitary allocations for the Mount Forest Wastewater Treatment Plant

RESOLUTION 2016-445

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-070 being a report on the sanitary allocation for the Mount Forest wastewater treatment plant;

AND FURTHER THAT the Council of the Township of Wellington North commit ten (10) sanitary sewer allocations to infill lots for the Mount Forest wastewater treatment plant;

AND FURTHER THAT the Council of the Township of Wellington North commit eight (8) sanitary sewer allocation to H. Bye Construction's 8-unit development

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

004

(severance) on London Road, north of Wellington Street, having an expiry of thirty-six months from date of resolution passage.

CARRIED

Report from Darren Jones, Chief Building Official

- Report CBO 2016-12 Building Permit Review period ending September 30, 2016

RESOLUTION 2016-446

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2016-12 Building Permit Review for the period ending September 30, 2016.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2016-064 being a report on municipal delegation at the Rural Ontario Municipal Association (ROMA) 2017 Conference

RESOLUTION 2016-447

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2016-064 being a report on municipal delegation at the Rural Ontario Municipal Association (ROMA) 2017 conference be received;

AND FURTHER THAT staff be directed to request delegations on the following matters with the appropriate provincial ministries:

- *Provincial policy on aggregate extraction in agricultural areas*
- *Rural Economic Development (RED)*
- *Policy changes regarding absentee land and building owners*
- *Prohibiting Door to Door Sales by supporting and passing Bill 14*
- *Unwilling host for wind turbines and an end, not a suspension of the renewable energy program as it relates to wind turbines*

AND FURTHER THAT Council requests permission by forwarding a copy of this resolution to the County of Wellington, to be part of any delegation being made by the County on hydro costs, transportation corridors and housing.

CARRIED

Direction was given to staff to request delegations with the appropriate provincial ministries for RED, Aggregate Resources and absentee landowners.

Report from Michael Givens, CAO

- Report CAO 2016-021 Fleet Management Policy

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

005

RESOLUTION 2016-448

Moved by: Councillor McCabe

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2016-021 being a report on a Fleet Management Policy;
AND FURTHER THAT the Council of the Township of Wellington North accepts and approves the Fleet Management Policy as presented;
AND FURTHER THAT the Council of the Township of Wellington North authorizes staff to proceed with the fleet purchases as approved in the 2016 Budget.*

CARRIED

Direction was given to staff to provide a report to Council prior to purchase of excavator and minivan.

Recreation and Culture Committee

- Minutes, October 4, 2016

RESOLUTION 2016-449

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation and Culture Committee meeting held on October 4, 2016.

CARRIED

RESOLUTION 2016-450

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Recreation and Culture Committee, approve the establishment of an Arthur Splash Pad Advisory Committee to oversee the development of the Splash Pad with representation as per below:

- *Arthur Optimist (2)*
- *Director of Recreation, Parks & Facilities*
- *Arthur Community Centre Facility Manager*
- *Councillor McCabe*
- *Councillor Hern*

CARRIED

RESOLUTION 2016-451

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Recreation and Culture Committee, fully forgive the ice

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

006

rental debt for the Wellington North Ringette Association related to the 2015/2016 season in the amount of \$6,108.78.

CARRIED

Ad Hoc Fleet Advisory Committee

- Minutes, October 11, 2016

RESOLUTION 2016-452

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Ad Hoc Fleet Advisory Committee meeting held on October 11, 2016.

CARRIED

Wellington North Fire Service

- Communiqué #035, September, 2016

RESOLUTION 2016-453

Moved by: Councillor McCabe

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communiqué #035 dated September, 2016.

CARRIED

Cheque Distribution Report dated October 12, 2016

RESOLUTION 2016-454

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated October 12, 2016.

CARRIED

CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION

City of Belleville

- Correspondence dated September 28, 2016 regarding a resolution on supporting agricultural experts in their fields

RESOLUTION 2016-455

Moved by: Councillor Hern

Seconded by: Councillor McCabe

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

007

THAT the Council of the Corporation of the Township of Wellington North support the City of Belleville resolution regarding supporting agricultural experts in their fields.

CARRIED

The Royal Canadian Legion Branch 134, Mount Forest

- Request to distribute poppies and declare November 11, 2016 as Remembrance Day

RESOLUTION 2016-456

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North declare November 11, 2016 as “Remembrance Day” and grant permission to the Royal Canadian Legions, Arthur and Mount Forest, for the distribution of poppies within Wellington North.

CARRIED

Association of Municipalities of Ontario

- Correspondence dated October 6, 2016 regarding AMO seeks Council’s endorsement of a resolution in support of closing the municipal fiscal gap

RESOLUTION 2016-457

Moved by: Councillor McCabe

Seconded by: Councillor Hern

WHEREAS recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities;

AND WHEREAS infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government;

AND WHEREAS a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs;

AND WHEREAS the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years;

AND WHEREAS this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled;

AND WHEREAS if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years;

AND WHEREAS Ontarians already pay the highest property taxes in the country;

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

008

AND WHEREAS each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

NOW THEREFORE BE IT RESOLVED that this Council supports the Association of Municipalities of Ontario in its work to close the fiscal gap; so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

CARRIED

Aggregate Resource Act Bill

- As posted on the Environmental Bill of Rights website

RESOLUTION 2016-458

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the information provided regarding a bill to amend the Aggregate Resources Act.

CARRIED

Ontario Good Roads Association

- Correspondence dated October 5, 2016 regarding Nominations for 2017 – 2018 Board of Directors
- Received as information

Municipality of Grey Highlands

- Correspondence dated October 4, 2016 regarding request for support of resolution regarding Accommodation Review process

RESOLUTION 2016-459

Moved by: Councillor McCabe

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North support the Municipality of Grey Highlands resolution regarding Accommodation Review process.

DEFEATED

Resolution

- Remembrance Day and Christmas displays in local stores and businesses

RESOLUTION 2016-460

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North hereby urge local businesses to refrain from setting up Christmas displays prior

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

009

November 12th to allow our community to fully show our reverence and respect for all of those that we remember on November 11th, Remembrance Day.

CARRIED

BY-LAWS

RESOLUTION 2016-461

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT By-law Number 078-16 being a by-law to authorize the execution of a Services Agreement between the Ontario Clean Water Agency (OCWA) and the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed.

CARRIED

ITEMS FOR COUNCIL'S INFORMATION

AMO Watchfile

- October 6, 2016

AMO Communications

- Policy update – Arbitrated Settlement with the OPPA

RESOLUTION 2016-462

Moved by: Councillor McCabe

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the Items for Council's Information as listed in the October 17, 2016 Regular Council Meeting Agenda.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

ANNOUNCEMENTS

Councillor Burke confirmed that the Joint Economic Development Committee meeting will be at 2:00 p.m. on October 26, 2016.

Mayor Lennox reviewed the meeting schedule

- Administration and Finance Committee - October 24, 2016 at 4:30 p.m.
- Cultural Roundtable Committee - October 20, 2016 at 12:00 p.m.

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 17, 2016 – 7:00 P.M.**

010

Mayor Lennox announced that Victoria Cross Public School is fundraising for a barrier free playground in the amount of \$50,000. They will be participating at a fundraising event on October 29 at A & W in Mount Forest. They welcome any Council member to be a celebrity server.

CONFIRMING BY-LAW

RESOLUTION 2016-463

Moved by: Councillor Hern

Seconded by: Councillor McCabe

THAT By-law Number 079-16 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 17, 2016 be read a First, Second and Third time and finally passed.

CARRIED

ADJOURNMENT

RESOLUTION 2016-464

Moved by: Councillor McCabe

Seconded by: Councillor Hern

THAT the Regular Council meeting of October 17, 2016 be adjourned at 8:01 p.m.

CARRIED

MAYOR

CLERK



Township of Wellington North

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

Delegation Request Form

Name of Delegate(s) Darlene DeStefano, Curtis Rutt

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

Name of Group/Organization/Business

MISSION BUTTERFLY INCORPORATED

Contact Information

Mail: 7912 Wellington Road 109, Arthur, ON N0G 1A0

Email: darlene@missionbutterfly.ca

Telephone: Darlene direct line 519-837-0507 Mission Butterfly 226-979-2149

Type of Meeting

Council OR Committee (specify which committee) _____

Date of Meeting November 7/16

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

Request for support letter attached

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

Attached

SIGNATURE: Darlene DeStefano

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



226-979-2149

7912 Wellington Road 109
Arthur, ON N0G1A0

October 15, 2016

Members of Council
Township of Wellington North
7490 Sideroad 7 W, PO Box 125
Kenilworth, ON N0G 2E0

Dear Members of Council,

"I suffered post traumatic stress from **military discipline measures** which was actually a second trauma as my first was as a child in which I suffered issues of **parental abandonment.**"
Charles Lewis, Corporal, British Army

"I was first at the scene where a child of nine years old lay lifeless. I administered CPR. The child didn't make it. As a result I suffered post traumatic stress with visions of **my own nine year old son** being that child, **being dead.**" *Constable Kelly Krpan, OPP Officer*

"The torture he endured as a POW was a lifetime ago, but he **couldn't forget, and woke up** several times a night in a cold sweat **re-living the experience.**" *Eric Lomax, Lieutenant, British Army (deceased)*

"On several occasions I witnessed carnage - the aftermath of my fellow comrades being blown up. **I am still suffering. I have lost hope of being normal again.**" *William Miller, 3rd Class Petty Officer, US Navy Seabees*

Our purpose at Mission Butterfly is to improve the quality of life and enhance the well being of Veterans, Active Duty Soldiers, First Responders and their families through the delivery of programs that effectively reduce effects or arrest symptoms of PTSD and related conditions.

We have worked hard to develop a diverse, committed Board of Directors, a professional Program Delivery Team and a unique program.

Our "HEALING INVISIBLE WOUNDS INTENSIVE PROGRAM" consists of 80+ hours during 4 (3 day) weekends spread over a 10 week period. We aim to provide a safe space and time for participants to practice and process new skills and tools to achieve mind, body, spirit transformation. We continue to follow-up with our families over the course of one year.

Presently, our clientele, board members and professional team primarily resident in Wellington County.

Our organization, MISSION BUTTERFLY, was incorporated federally as a non profit organization on August 2nd, 2016. This will allow us to not only expand within Ontario but to each and every province over the next 5-10 years.

We are reaching out for support to launch our 1st program and would be both thrilled and grateful for the Township of North Wellington's participation.

Suggested Support Options

Butterfly Donors

Butterfly donors support our cause in many ways. With a gift of \$5,000 or more your logo will be placed in the distinguished category of the Monarch Butterfly.

Sponsor a Family

A contribution of \$25,267 sponsors one family to attend our "Healing Invisible Wounds" 80+ hour Intensive over a ten week period which also includes 1, 3, 6, and 12 month follow up.

Partner With Us

Your contribution of \$50,000 per year for a term of not less than three years is a most prestigious gift and as such your logo will be placed prestigiously on our website and our social media platforms.

Population Formula

In 2006 the population in the Township of North Wellington was 11,175, while in 2011 the population grew to 11,477. That's a difference of 302. Adjusting for similar growth for the past five years brings us to a projected population in 2016 of 11,779. In this option the Township of North Wellington would donate \$1 per resident making your contribution a total of \$11,779.

Our 'Healing Invisible Wounds Intensive Program' is going to make a huge difference to residents suffering with PTSD and who are facing stigma, lack of education and support to a holistic healing program.

In addition, we wish to apply for a grant from the Ontario Trillium Foundation and ask that because we have not been established for one year that the Township of North Wellington partner with us in this regard.

We are confident that we can make an impact with partners like the Township of North Wellington who value collaboration, acknowledge the need to support mental health initiatives, and are vested in helping your residents thrive.

We look forward to you contributing towards our goals.

Sincerely,



Darlene DeStefano, PhD, CPC, MMsc
Chair & Founder
Mission Butterfly Incorporated
Direct Line: 519-837-0507

TOWNSHIP OF WELLINGTON NORTH**CULTURAL ROUNDTABLE COMMITTEE MINUTES**

Thursday, October 20, 2016 - 12:00 pm
Council Chambers, Kenilworth

Members Present: Chair Jim Taylor
Robert Macdonald
Trish Wake
Karen Armstrong
Bonny McDougall
Penny Renken
Gail Donald
Linda Hruska

Staff Present: April Marshall, Tourism, Marketing & Promotion Manager

Absent: Gary Pundsack
Dale Small, Economic Development Officer
Councillor Dan Yake

CALLING THE MEETING TO ORDER

Chair Jim Taylor called the meeting to order at 12:00 p.m.

PASSING AND ACCEPTANCE OF AGENDA**RESOLUTION WNCR 2016-024**

Moved: Linda Hruska

Seconded: Robert Macdonald

***THAT THE** Agenda for the October 20th, 2016 Wellington North Cultural Roundtable Committee Meeting be accepted and passed.*

CARRIED

DECLARATION OF PECUNIARY INTEREST

None declared

DELEGATIONS

N/A

MINUTES OF PREVIOUS MEETING**RESOLUTION WNCR 2016-025**

Moved: Linda Hruska

Seconded: Gail Donald

***THAT THE** Cultural Roundtable Committee receive the minutes of the July 20th, 2016 Cultural Roundtable meeting.*

Carried

BUSINESS ARISING FROM MINUTES

N/A

NEW BUSINESS

- Report from the Chair Jim Taylor
 J. Taylor provided an update on the Mount Forest District Chamber of Commerce AGM that he attended on Tuesday, October 18, 2016. The Chamber has a new Strategic Plan. Jim & Dale Small attended a “Vibrant Villages” event in Neustadt this week. Dale & Jim came away with new ideas. Jim is attending the tour next Wednesday “Butter Tarts & Buggies” that is being held by the economic development committees of Mapleton, Minto, and Wellington North & Southgate. There will be a networking session at the end of the tour. J. Taylor to invite the Heritage Centre Wellington Committee to our next meeting to discuss successes and challenges in Heritage Building creation and in building a successful Heritage Buildings Committee. P. Renken to invite K. Rowley re: Blacksmith Shop update.
- Community Animator Update Trish Wake
 The role ended September 15, 2016. The “Grow Grant” application was not successful so there will be no community animator position any more. T. Wake will move into the Administrator role at the Mount Forest District Chamber of Commerce.
- Youth Action Council Trish Wake / April Marshall
 Have 3 dedicated members and 3 adult allies. The Council is recruiting members through the Patriots Game November 4th, radio and print advertising. The Youth Action Council is now a committee of Council / sub-committee of the Culture Roundtable. There is discussion happening between the Waterloo-Wellington Workforce Planning Board, Mapleton, Minto and Wellington North of the potential to host a summit in the spring of 2017 to build connections and bridge gaps in the community.
- Volunteer Workshop Series Trish Wake / April Marshall
 We are sponsoring the Volunteer Workshop Series with Minto. The 3 of 4 sessions is completed and about 20 attended each session representing about 40 organizations. The 4th and final session is on November 2, 2016 at the Harriston Library.
- Doors Open Wellington North April Marshall
 10 sites participated; 4 were new and 3 were sites not typically open to the public. Total site visits recorded was 396 (IPM and inclement weather contributed to lower attendance). 80 volunteers committed 389 hours to the project and 19 staff committed 114 hours to the project.
- Canada 150 ‘Celebration’ Grant Review April Marshall
 The Township of Wellington North submitted a provincial application, naming the Cultural Roundtable as the lead facilitator of the project, to support capturing oral storytelling that will utilize a travelling unit to attend 6 existing festivals and events that also feed back into the Culture Roundtable mandate. Theme: ‘150’ ideas to tie into Canada’s 150th birthday and provide subjects to contributing residents and visitors.
- Overview of Ontario’s Culture Strategy April Marshall
 A. Marshall provided an overview of Ontario’s new culture strategy, to ensure that our efforts align:

 - Promote cultural engagement and inclusion
 - Strengthen arts, heritage and culture
 - Fuel the creative economy
 - Promote the value of the arts throughout government.

- Working Group Updates All
 - Blacksmith Shop – no meetings over the summer
 - Oral Storytelling – G. Donald will start compiling ideas for categories
 - Communications - Overarching theme for Culture Roundtable 2017 – “Canada 150” – tie oral history, communications, Doors Open, historical buildings, etc.

MOTIONS FOR COMMITTEE APPROVAL

RESOLUTION WNCR 2016-026

Moved: Robert Macdonald

Seconded: Gail Donald

THAT THE Wellington North Cultural Roundtable support moving forward with registering September 23rd, 2017 with the Ontario Heritage Trust for Doors Open Wellington North.

Carried

ANNOUNCEMENTS

- Company of Women ‘Creating an Appetite for collaboration for your rural small business’ is on November 2, 2016 at the Grand River Raceway – A. Marshall is speaking at it
- YAC Night at the JR C Game is on November 4th, 2016
- Arthur Lion’s Christmas Craft Show on November 20th, 2016
- Mount Forest Agricultural Society Craft Show on November 12th, 2016
- Ladies Night in Mount Forest is on Thursday, November 17th
- “Live2Lead” – rebroadcast will be shown on Tuesday, November 15th in Mount Forest
- Youth Action Council meets 2nd & 4th Thursday of each month at 6:00 p.m.

MEMBERS PRIVILEGE

- Arthur Historical Society going to Goderich to see “before and after the tornado” this Saturday. Meeting next Tuesday, October 25th with guest speaker speaking on “outreach to indigenous groups” at the Arthur & Area Historical Meeting, 7:30 p.m.
- Louise Marshall Hospital Christmas bazaar and luncheon on Saturday, November 12th at the United Church in Mount Forest 10 – 3. Lunch is 11 – 1.
- Mount Forest Firefighters Yuk Yuk’s night is on Saturday November 4th
- Mount Forest Homecoming event Bubbles, Suds & Moonshine is on Saturday, October 22, 2016
- Halloween dance at the Mount Forest Legion October 29
- Arthur Curling Club dance on October 29th.
- On February 4, 2017 the Fireworks Festival will be auditioning local talent for the 2017 Fireworks Festival. It was suggested that a member of the Wellington North Culture Roundtable judge.
- L. Hruska inquired about the BizBull article on culturally inspired street names in Wellington North. A. Marshall will investigate this further and report back to the committee, as the Cultural Roundtable has interest to be involved.

NEXT COMMITTEE MEETING

The next meeting will be on Thursday, November 17, 2016 and will be held in Arthur.

RESOLUTION WNCR 2016-27

Moved: Bonny McDougall

THAT THE Cultural Roundtable Committee meeting be adjourned at 1:57 pm.

CARRIED

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2016 AT 4:30 P.M.**

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

Committee Members: Sherry Burke, Councillor, Chairperson
Lisa Hern, Councillor
Andy Lennox, Mayor

Absent: Dan Yake, Councillor

Staff: Michael Givens, CAO
Karren Wallace, Clerk
Kimberly Henderson, Treasurer
Cathy Conrad, Executive Assistant
Mary Jo Marshall, Deputy Treasurer

CALL THE MEETING TO ORDER

Chairperson Burke called the meeting to order.

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION A&F 2016-036

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Agenda for the October 24, 2016 Administration and Finance Committee meeting be accepted and passed.

CARRIED

DECLARATION OF PECUNIARY INTEREST

No declaration of pecuniary interest.

PRESENTATIONS

No presentations

DELEGATIONS

No delegations

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2016 AT 4:30 P.M.**

ADMINISTRATION

Report from Karren Wallace, Clerk

- CLK 2016-062 being a report on Wellington North Council & Committee Procedure By-law

RESOLUTION A&F 2016-037

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CLK 2016-062 being a report on Procedure by-law;

AND FURTHER THAT the Administration and Finance Committee recommend that Council consider the Procedure by-law as presented with the following amendments

- 1) *Extend the deputation to 10 minutes from 5;*

DEFEATED

RESOLUTION A&F 2016-038

Moved by: Councillor Hern

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee receive report CLK 2016-062 being a report on procedure by-law for information.

CARRIED

Report from Karren Wallace, Clerk

- CLK 2016-063 being a report on Council Remuneration By-law

RESOLUTION A&F 2016-039

Moved by: Councillor Hern

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CLK 2016-063 being a report on Council remuneration;

AND FURTHER THAT the Administration and Finance Committee recommend that Council adopt the remuneration by-law as presented.

CARRIED

Report from Karren Wallace, Clerk

- CLK 2016-065 being a report on canine licensing fee amnesty

RESOLUTION A&F 2016-040

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CLK 2016-065 being a report on canine licensing fee amnesty;

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2016 AT 4:30 P.M.**

AND FURTHER THAT the Administration and Finance Committee recommend that Council approve an amnesty for of the licensing fee for dogs from November 1, 2016 to December 31, 2016 provided the license is issued at the municipal office in Kenilworth.

CARRIED

Report from Karren Wallace, Clerk

Barry Lavers, Director of Recreation Parks & Facilities

- CLK 2016-066 RAC 2016-16 being a report on Recreation & Culture Committee composition and meeting times

RESOLUTION A&F 2016-041

Moved by: Councillor Hern

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CLK 2016-066 RAC 2016-016 being a report on Recreation & Culture Committee composition and meeting times;

AND FURTHER THAT the Recreation & Culture committee continue to meet every two months on the second Tuesday at 8:30 a.m.

CARRIED

The Committee directed staff to review the structure of, the Recreation and Culture Committee and mandate.

Report from Karren Wallace, Clerk

- CLK 2016-067 being a report on closed meeting investigations and procedure by-law

RESOLUTION A&F 2016-042

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee of the Township of Wellington North receive for information Report CLK 2016-067 being a report on closed meeting investigations and procedure by-law.

CARRIED

Report from Michael Givens, CAO

- CAO 2016-022 Team Building/Employee Wellness Committee

RESOLUTION A&F 2016-043

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CAO 2016-022 being a report on a Team Building/Employee Wellness Committee;

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2016 AT 4:30 P.M.**

AND FURTHER THAT the Administration and Finance Committee acknowledges the importance of team building activities;

AND AS SUCH directs staff to proceed with the development of a Team Building/Employee Wellness Committee including a committee mandate;

AND FURTHER THAT the Administration and Finance Committee supports the inclusion of \$10,000 in the 2017 Operating Budget to support team building/employee wellness activities.

CARRIED

Report from Michael Givens, CAO

- CAO 2016-023 Consulting Services for Pay Equity, Compensation and Organization Review

RESOLUTION A&F 2016-044

Moved by: Councillor Hern

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive Report CAO 2016-023 being a report on Consulting Services for pay Equity, Compensation and Organization Review;

AND FURTHER THAT the Administration and Finance Committee recommends that the Council of the Township of Wellington North engage the services of Ward & Uptigrove at a total cost of \$48,900.00 plus applicable taxes.

CARRIED

FINANCE

Report from Kimberly Henderson, Treasurer

- TR 2016-007 being a report on the 2017 Budget Guidelines

RESOLUTION A&F 2016-045

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee of the Township of Wellington North receive Report TR2016-007 being a report on the 2017 budget guidelines;

AND FURTHER THAT the specific guidelines contained in this report be used as the basis to prepare the 2017 preliminary operating and capital budgets.

CARRIED

Committee directed staff to hold a Special Meeting of Council on November 28, 2016 at 4:30 p.m. to discuss budget.

Report from Kimberly Henderson, Treasurer

- Budget vs Year-to-Date as at September 30, 2016
(tabled at meeting)

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE MINUTES
MONDAY, OCTOBER 24, 2016 AT 4:30 P.M.**

RESOLUTION A&F 2016-046

Moved by: Councillor Hern

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive the report from Kimberly Henderson, Treasurer regarding General Fund Financial Summary Report, Budget vs. Year to Date - ending September 30, 2016 and the Capital Fund Progress Report, Budget vs. Year to Date – ending September 30, 2016.

CARRIED**ANNOUNCEMENTS**

No announcements

NEXT MEETING DATE

Call of the Chair.

ADJOURNMENT**RESOLUTION A&F 2016-047**

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Administration and Finance Committee meeting of October 24, 2016 be adjourned at 6:47 p.m.

CARRIED

**TOWNSHIP OF WELLINGTON NORTH
JOINT ECONOMIC DEVELOPMENT COMMITTEE MEETING
MINTO, MAPLETON, SOUTHGATE & WELLINGTON NORTH
Hosted By Township of Wellington North
Wednesday, October 26, 2016 – 2:00 pm**

Members Participating from Wellington North Economic Development Committee:

Mayor Andy Lennox
Councillor Lisa Hern
Councillor Sherry Burke
Councillor Steve McCabe
Shawn McLeod
Al Rawlins
Jim Taylor

Staff Present:

Dale Small, Economic Development Officer
April Marshall, Tourism, Marketing & Promotion Manager

Absent:

Tim Boggs
Stephen Dineen
Gerald (Shep) Shepetunko

The focus of this joint meeting was to familiarize our members with some of the offerings of our new tourism initiative, “Butter Tarts and Buggies: Explore the Simpler Life.” In total 26 participants attended over various parts of the tour:

Township of Wellington North	9 participants
Town of Minto	6 participants
Township of Mapleton	6 participants
Township of Southgate	2 participant
Saugeen Economic Development Corp, OMAFRA and Guelph Business Enterprise Centre	3 participants

- 2:00 pm – 3:00 pm** **Reroot Organic Farms** 5642 11th Line, Harriston
Open every day Reroot grows certified organic vegetables and raise pastured livestock
- 3:00 pm – 4:00 pm** **Pootcorners** 9455 Road 146, Palmerston
Alpaca farm home to over 50 Alpacas selling raw fibre, alpaca products and meats
- 4:00 pm – 5:00 pm** **The Plumbers Wife** 238 George Street, Arthur
Kitchen Bath and Boutique filled with everything you would need for kitchen and bath
- 5:00 pm – 6:00 pm** **Optimist Hall in Holstein**
Heritage Lane Buggy Rides with Misty Meadows Market butter tarts and apple cider
- 6:00 pm – 8:00 pm** **Welcome by Mayor Andy Lennox**
Dinner & Networking at the Spot Restaurant

The meeting adjourned at 8:00 p.m.



**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: MICHAEL GIVENS, CAO

**SUBJECT: REPORT CAO 2016-024 ONTARIO MUNICIPAL ADMINISTRATORS'
ASSOCIATION (OMAA) FALL WORKSHOP**

RECOMMENDATION

THAT Report CAO 2016-024 being a report on the OMAA Fall Workshop be received for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

N/A

BACKGROUND

The annual fall workshop of the Ontario Municipal Administrators' Association (OMAA) was held in the Town of Blue Mountains October 19th to 21st. the theme of this year's workshop was "Think Differently, Act Distinctively".

Workshop and Presentation Highlights

- International City/County Management Association (ICMA)-Craig Gerhart presented information on "High Performing Organizations". Discussed flipping the traditional hierarchical system to move decision making to where the knowledge is. Proposed strategies to engage people, enhance performance while enlisting all to do the "work of leadership" was thought provoking.

- Visitor Experiences-It Takes A Village-Tourism specialists from Simcoe County, Wasaga Beach and Bruce Grey Simcoe spoke about their approach to building “experiences” in their communities. They stressed getting the residents to buy-in to the fact that they are a tourist destination. Wasaga Beach was provided as an example. Many residents in Wasaga Beach did not appreciate an influx of tourists interrupting their way of life but the Town recognizes that tourism is their only real industry. Many agreed that not every location is a tourism destination. Places that don’t have natural features (lakes, beaches, caves, wineries, some sort of unique draw) are fighting an uphill battle to attract tourism. Simcoe County relies on tourism as a primary economic driver and therefore invests heavily in it.
- Cap and Trade- a representative from Union Gas talked about what impact the impending cap and trade program may have on municipalities. Union Gas estimates that cap and trade and energy demand will result in households paying an additional \$85-\$450 annually on natural gas between 2017 and 2030. These increases are fair less than electrical cost increase. Natural gas is the cleanest of the fossil fuels. Union gas will continue to explore opportunities to expand their service in rural areas.
- Municipal Law Update-A number of key cases in the province were reviewed and discussed:
 - Council code of conduct;
 - Council use of social media (is the expectation of privacy decreased when using certain social media tools?);
 - Far reaching powers of the Minister of Environment related to the requirements around environmental assessments and the costs associated with them;
 - Conflict between franchise agreements and the drainage act. Which prevails?;
 - Complexity around banning individuals from township facilities or issuing no trespass orders.
- AMO representatives presented-What’s Next Ontario-A Fiscal Overview
 - The \$3.6 billion annual infrastructure gap is not going away.
 - AMO considering approaching the federal and provincial governments with a 1% increase in HST that would be dedicated to municipal infrastructure. The 1% increase would result in \$2.7 billion annually. Most agreed that a consumption tax as opposed to continued pressure on property taxes was a reasonable approach.

FINANCIAL CONSIDERATIONS

OMAA Registration-\$525

OMAA Accommodations and Travel-\$675

2016 Budget Administration Conference/Training-\$22,500

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

Attendance at the fall workshop allows for relationship building and sharing of information amongst peers. Hearing about and sharing best practices with other CAO's and City Managers from across the province enhances my ability to perform my duties. Information sessions provide education and resources to the benefit of Township staff and council.

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

Michael Givens

Michael Givens, CAO

MICHAEL GIVENS CAO	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KIMBERLY HENDERSON, TREASURER

**SUBJECT: REPORT TR2016-009 BEING A REPORT ON THE CLEAN WATER
AND WASTEWATER FUND**

THAT Report TR2016-009 being a report on the Clean Water and Wastewater Fund be received for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

N/A

BACKGROUND

The 2016 Federal Budget announced the establishment of a Clean Water and Wastewater Fund (CWWF) that proposes to invest up to \$569.6 million in the province of Ontario for immediate improvements to water distribution and treatment infrastructure, starting in 2016-17.

CWWF will provide municipalities with vital infrastructure funding to help accelerate short term investments to support the rehabilitation and modernization of drinking water, wastewater and stormwater infrastructure, and the planning and design of future facilities and upgrades to existing systems.

The provision of CWWF funding is governed by a bilateral agreement between Canada and Ontario, with the Ontario Ministry of Infrastructure being responsible for the administration of CWWF. The federal government will contribute 50% of the eligible project costs, up to the maximum federal allocation noted below. In addition, the Province will contribute 25% of eligible project costs, up to the maximum provincial allocation noted below.

Municipality allocations under the CWWF are based on the amount of water, wastewater and stormwater assets owned by municipalities and their economic conditions. All recipients receive a minimum of \$75,000.

Projects must be complete with all costs incurred prior to March 31, 2018. Where need is demonstrated, up to 25% of costs can extend beyond March 31, 2018. Extensions beyond March 31, 2018 require pre-approval by the Province and the Federal Government.

We are pleased to advise that the Township of Wellington North is eligible to receive a maximum federal allocation of \$445,469 and a maximum provincial allocation of \$222,735.

Application deadline was October 31, 2016. Staff prepared the application based on the Township's Strategic Plan and Council's number one priority of expanding the Arthur wastewater treatment plant (WWTP). Staff also referenced the Township's 2015 water and wastewater study, identifying additional infrastructure projects that would qualify under this funding program.

FINANCIAL CONSIDERATIONS

It is estimated that the Detailed Design for the Arthur wastewater treatment plant will cost approximately \$1M, and as such, all of the CWWF dollars allocated to the Township would be applied to this priority project.

Project	Federal Contribution (Max 50%)	Provincial Contribution (Max 25%)	Township Contribution (Balance)	Total Project Cost
Arthur WWTP Detail Design	445,469	222,735	331,796	1,000,000

STRATEGIC PLAN

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

Yes No N/A

Which pillars does this report support?

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

PREPARED BY:

RECOMMENDED BY:

Kimberly Henderson

Michael Givens, CAO

KIMBERLY HENDERSON
TREASURER

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER



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519.848.3620

**TO: CHAIR AND MEMBERS ADMINISTRATION & FINANCE
COMMITTEE MEETING OF OCTOBER 24, 2016
MAYOR AND MEMBERS OF COUNCIL
NOVEMBER 7, 2016 MEETING**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-062 BEING A REPORT ON WELLINGTON
NORTH COUNCIL & COMMITTEE PROCEDURE BY-LAW**

RECOMMENDATION

THAT Report CLK 2016-062 being a report on Procedure by-law be received;

AND FURTHER THAT the Administration and Finance Committee recommend that Council adopt the Procedure by-law as presented.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

- CLK 2016-037 being a report on Council Structure
- CAO 2016-003/CLK 2016-001 being a report on the Strategic Plan-Committee Structure Alignment
- CLK 2015-068 being a report on Council Appointments to Standing Committees (Internal and External)
- CAO 2014-29 Council Representatives on Township of Wellington North Standing Committees
- CAO 2014-31 Council Representatives to External Boards and Committees
- CAO Report Committee Structure, November 18, 2013
- Report from Nigel Bellchamber, November 2, 2013
- Report from Nigel Bellchamber, October 28, 2013
- By-Law 1-14 Council Remuneration By-Law
- By-Law 63-14 Procedural By-Law

BACKGROUND

The Municipal Act, 2001 (the Act) provides that every municipality and local board shall have a procedure by-law for providing notice as to how the public will be notified of meeting dates, locations and how the business of meeting will proceed.

Committees who have more than 50% of elected officials as members are considered local boards under the Act.

The Township of Wellington North's current Procedure By-law 63-14 requires some updates to reflect closed meeting investigation decisions, legislative changes, incorporate best practices and ensure that meetings are not simply administrative and process based, but rather consist of fulsome, meaningful discussion among members.

For instance, by moving to a consent agenda and only setting aside items for separate discussion that require it ensures there is time to fully discuss important issue.

The elimination of Public Works and Administration and Finance Committees is a move toward less meetings, allowing members to meet an identified priority from the developer's forum to attend community group meetings to present information on Growth Projections and Changing Demographics and gather feedback on ratepayers vision of growth for their community.

Having the Chair read aloud of all resolutions in reports and all by-laws is a method that was employed when agendas and supporting material were not readily available to public and was a method of communicating to the public what council was doing.

It is important to note that with the exception of Section 3 in the proposed by-law, which prohibits repealing or amending the procedure by-law without notice, any other rules or provisions may be suspended on the majority vote of the members (Section 12.1)

The proposed by-law is attached as Schedule "A" and the major amendments to the by-law are outlined in this report. All amendments to the by-law are highlighted in yellow on the Schedule.

Major Revision Highlights

Awards and Presentations to Council

A new category has been defined and a process set out for presenting awards or hearing presentations. (Sections 1.3; 1.17; 7.6 to 7.10)

Deputations

The word delegation is now called Deputation and provisions include the number of deputations in a meeting (3), time limit on speaking (5 minutes), deputants may attend a council or committee meeting but not both on the same issue, deputants may not speak

on the same issue in a 12 month period and any deputation making a request of council or committee with a financial impact requires a staff report. Sections 1.10; 7.11 to 7.17)

Ex-Officio

This has been added wherein the the Mayor is a member of all council's and committees with full voting rights when in attendance at a meeting. Minto, Guelph Eramosa and Erin have this provision in their procedures. (Section 5.5)

Open and Closed Meetings

Legislative changes to the Act require an amendment to the closed meeting provisions in the by-law to permit Council to go into closed session to consider a report by a meeting investigator. (Section 6.4 b))

Motions

All items listed on the agenda will be passed in one resolution, except items that have been identified for separate discussion or by reason of a member having a pecuniary interest which would prohibit them from voting on an time. (Section 6.8)

Notice of Motion

A notice of motion can be introduced at a meeting, however no discussion can occur until it appears on the next agenda. (Sections 6.16 and 6.17)

Reconsideration of Motions

A motion may be reconsidered at the same meeting at which it is passed if all members agree to do so. After the meeting at which a motion is passed, the issue can't be reviewed again for 12 months unless a Notice of Motion is passed to reconsider it. (Section 6.18 and 6.19)

Video or Audio Recording

Video or audio recording is permitted. (Section 7.1)

Procedures for agendas, minutes and supporting materials

Every agenda will have a section for a Community Group meeting program report by Councillors. Council attendance at more community group meetings to present information on Growth Projections and Changing Demographics and gather feedback on ratepayers vision of growth for their community. This will provide members the opportunity to report out.

Agendas

Any item or information that is not listed on the agenda to which the public has not had notice can not be introduced or discussed at a meeting, unless there is a majority vote of Council to allow the item to be added. (Section 8.5 b) and c))

Date and Time of Meetings

Council meetings will take place the second Monday of each month at 9:00 a.m. and the fourth Monday of every month at 7:00 p.m. If a meeting falls on a holiday, it will be scheduled for the day set out on the meeting schedule as approved by Council on an annual basis. Attached as Schedule "B" is a proposed schedule for Council meetings in 2017. (Section 9.6 and 9.7)

Suspension of Rules

With the exception of Section 3 of the by-law, any of the rules or procedures may be suspended on the majority vote of the members. (Section 12.1)

FINANCIAL CONSIDERATIONS

Financial savings may be realized in reduced support staff overtime at council and committee meetings and less mileage claims and material costs (copying, papers, toner) related to fewer meetings and agenda packages.

STRATEGIC PLAN

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 checked="" type="checkbox"/> Strategic Partnerships | |

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

SCHEDULE "A"

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER XXX-16

BEING A PROCEDURE BY-LAW FOR GOVERNING THE CALLING, PLACE AND
PROCEEDINGS OF MEETINGS OF COUNCIL AND ITS COMMITTEES.

Whereas the Council of the Township of Wellington North wishes to enact a by-law for governing the calling, place and proceedings of meetings; and that the procedure by-law shall provide for public notice of meetings,

Now therefore the Council of the Township of Wellington North hereby enacts the following:

1. **DEFINITIONS**

In this By-law, the following terms shall have the following meanings:

1.1 "Act" means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

1.2 "Acting Mayor" means a member of council appointed to fulfill the duties of the Mayor in his or her absence.

1.3 "Awards/Recognition" means a formal recognition by council of an individual or group for a significant event or achievement.

1.4 "Chair" means the Mayor or the Acting Mayor or in the absence of both, a member of the council appointed to chair the meeting.

1.5 "Clerk" means the Clerk, of the municipality.

1.6 "Closed session" means all or part of a meeting closed to the public in accordance with the provisions of the *Municipal Act, 2001*.

1.7 "Committee" means any standing, advisory, ad hoc or other committee, subcommittee or similar entity of which at least 50 per cent of the members are also members of one or more councils or local boards.

1.8 "Council" means the Council of the Township of Wellington North.

1.1 "Declared Emergency" means when the Mayor or Acting Mayor declares a situation or an impending situation caused by the forces of nature, an accident, and an intentional act or otherwise that constitutes a danger of major proportions to life or

property. These situations could threaten public safety, public health, the environment, property, critical infrastructure and economic stability.

- 1.2 “Deputation” means a person or group permitted to address council or committee.
- 1.3 “Inaugural Meeting” means the first meeting of council held after a municipal election in a regular election year.
- 1.4 “Majority Vote” means the vote of more than half of the members present at a properly constituted meeting at which a quorum is present.
- 1.5 “Mayor” means the Head of Council.
- 1.6 “Meeting” means any regular, special or other meeting of a council, or a local board or a committee of either of them.
- 1.7 “Member” means an individual elected to the Council of the Corporation of the Township of Wellington North.
- 1.8 “Municipal Election” means a municipal election held pursuant to the Municipal Elections Act.
- 1.9 “Presentation to Council” means an individual or group who have been invited by Council or staff to present material or information.
- 1.10 “Point of Order” means an issue to which a member calls attention to:
 - (a) Any breach of the rules of order pursuant to this by-law; or
 - (b) Any defect in the constitution of any meeting; or
 - (c) The use of improper, offensive or abusive language; or
 - (d) Notice of the fact that the matter under discussion is not within the scope of the proposed motion; or
 - (e) Any other informality or irregularity in the proceeding of the meeting.
- 1.11 “Quorum” means a majority of the whole number of members of council, or committee, or if legislation such as the Municipal Conflict of Interest Act provides otherwise.
- 1.12 “Recorded Vote” means noting in the minutes the name and vote of every member on any motion, unless the member is disqualified from voting.
- 1.13 “Resolution” means the decision of the council or committee of council on any motion.
- 1.14 “Special Meeting” means a meeting not scheduled in accordance with the approved schedule of meetings, and duly called within the authority of the Act, or other legislation.

2. RULES OF ORDER

2.1 The rules and regulations contained in this by-law shall be observed in all proceedings of council and committees shall be the rules and regulations for the order and the dispatch of business of the Council and, with the necessary modifications, for all committees of council, unless otherwise prescribed.

3. AMENDMENT OR REPEAL OF BY-LAW

3.1 No amendment or repeal of this by-law, or any part of it, shall be considered at any meeting of council unless notice of the proposed amendment or repeal has been given at a previous meeting. Waiving of the notice provisions in this section shall not be permitted.

4. INAUGURAL MEETING OF COUNCIL

4.1 The inaugural meeting of council shall be held on the first Monday in December in the Council Chambers of the Township of Wellington North office building, Kenilworth, Ontario following a regular municipal election.

4.2 The inaugural agenda shall include:

- Declaration of Office in accordance with the provisions of the Municipal Act.
- Address by the Mayor
- Confirmatory By-law

4.3 The inaugural agenda may include any other item that the Clerk deems necessary.

5. DUTIES OF THE CHAIR

5.1 The Chair shall:

- a) Open the meeting by calling all members to order;
- b) Announce the business of Council in the order in which it appears on the agenda;
- c) Receive all motions presented by members of Council;
- d) Call for debate and call the vote on all motions which are moved and seconded, and to announce the result of the vote;
- e) Decline to put to vote motions which violate the rules of procedure in this by-law;
- f) Ensure the members are acting within the provisions of this by-law and the Act, when engaged in debate and voting;
- g) Sign all by-laws, resolutions and minutes of council as required;
- h) Inform members and the public, when necessary of a point of order or procedure;

- i) Expel any person for improper conduct at a meeting;
- j) Recess a meeting at any time for not more than 10 minutes;
- k) Adjourn the meeting when business is concluded;
- l) Adjourn the meeting, without question, in the case of grave disorder arising during the meeting.

5.2 If the Mayor wishes to vacate the Chair to take part in the debate the Mayor shall call upon the Acting Mayor or other councillor to Chair the meeting until the Mayor resumes the Chair.

Acting Head of Council

5.3 In the absence of the Mayor, Councillors are appointed as Acting Head of Council as follows:

1st quarter of year (January to March)	- Councillor, Ward One
2nd quarter of year (April to June)	- Councillor, Ward Two
3rd quarter of year (July to September)	- Councillor, Ward Three
4th quarter of year (October to December)	- Councillor, Ward Four

5.4 In the absence of both the Mayor and Acting Mayor, a Chair shall be chosen from the members present to Chair the meeting or until the arrival of the Mayor or Acting Mayor.

Ex Officio

5.5 The Mayor shall be an ex-officio member of all committees and shall have full voting rights.

Points of Order and Privilege

5.6 The Chair shall preserve the order and decorum and decide points of order and personal privilege, however a member may verbally appeal the Chair's decision to council for a final decision.

5.7 Council, if appealed to, shall decide the issue by a show of hands without debate and its decision shall be final.

6. MEETING PROCEDURES

Quorum

6.1 Unless there is a Quorum present within fifteen (15) minutes after the time appointed for a meeting, the meeting shall adjourn until the next meeting date.

6.2 The Clerk shall record the names of the members present at the time of adjournment.

Open and closed meetings

6.3 All meetings or part of a meeting shall be open to the public unless the subject matter being considered is:

- a) the security of the property of the municipality or local board;
- b) personal matters about an identifiable individual, including municipal or local board employees;
- c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g) a matter in respect of which council, board, committee or other body is authorized or required to exclude the public from a meeting under another Act;
- h) or for the purpose of educating or training the members of council, board, or a committee; and further at the education or training meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, board, or committee.

6.4 A meeting shall be closed to the public if the matter being considered is:

- a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman or investigator referred to in the Act.

6.5 Voting is not permitted in a closed meeting, unless the vote is for a procedural matter or for giving directions or instructions to officers, employees or persons retained by or under contract with the municipality.

6.6A resolution shall be passed in open session stating the general nature of the matter to be considered at the closed session.

6.7A resolution shall be passed to adjourn the closed session.

Motions

6.8A consent agenda shall be presented by the Chair at the beginning of a meeting. Items shall be moved from the consent agenda on the request of any member for separate discussion. Items not removed shall be adopted in one motion by majority vote without debate or discussion.

6.9 All motions shall be moved and seconded before being debated and called for the vote by the Chair.

6.10 Directions to staff do not require a motion.

6.11 Minor amendments to a motion that has been moved and seconded can be made on the original resolution provided it is initialed by the original mover and seconder of the motion.

6.12 Substantial amendments to a motion that has been moved and seconded, must be in writing, moved and seconded and voted on prior to the motion being amended.

6.13 Once a motion is on the floor, it may not be withdrawn prior to voting without the consent of the majority of the members.

6.14 After the Chair calls for a vote on a motion or a motion as amended, no member shall speak to the question nor shall any other motion be made until after the vote is taken and the result declared.

6.15 A member may, immediately before or after a vote, request the count be recorded. All members present, who are not prohibited from voting by interest or otherwise, will verbally announce his or her vote to be recorded in the minutes.

Notice of Motion

6.16 A member may introduce a notice of motion directly to a meeting and the motion shall form part of the next agenda for discussion. There shall be no debate or discussion on the motion until it appears on an agenda.

6.17 At the next meeting, the notice of motion will be treated as any other motion, requiring it to be moved and seconded before being debated or adopted.

Reconsideration of Motions

6.18 A motion may be reconsidered at the same meeting at which it is passed, provided there is unanimous agreement from the members to do so.

6.19 No motion shall be reconsidered outside of the meeting at which it is passed, within 12 months during a term of council, unless a notice of motion is passed to permit the reconsideration and will be dealt with as provided in this by-law as a Notice of Motion.

Manner of Voting and Rules of Debate

6.20 On an unrecorded vote, a show of hands shall determine the decision of council.

6.21 Every member present at a meeting of when the vote is called shall vote unless prohibited by interest or otherwise.

6.22 If member refuses to vote, where not prohibited by interest or otherwise, that member shall be considered to have voted no.

6.23 Any question in which there is a tie vote shall be deemed to be defeated.

6.24 Every member shall request acknowledgment from the Chair, prior to speaking to any question or motion. When two or more members wish to speak, the Chair will determine which member requested to speak first and they shall have the floor.

6.25 When a member is speaking, no other member shall interrupt him or her except to raise a point of order.

6.26 Members shall not speak more than once to the same question without the consent of the Chair. A member, in speaking to a question shall be limited to ten minutes, unless an extension of a further five minutes is approved by motion of Council.

6.27 When the Chair calls for the vote on a question, every member shall remain in his or her seat and not speak to any other member or make any noise or disturbance until the result of the vote has been declared.

Curfew

6.28 Meetings shall be adjourned four (4) hours after the start of a meeting.

6.29 A resolution shall be passed before the expiration of four (4) hours to permit the meeting to continue to a specified time upon a resolution passed by a majority of the members.

Decorum

6.30 Unless otherwise authorized by the Chair, all members, staff and persons shall address council or committee through the Chair and only when recognized to do so by the Chair.

6.31 Persons attending a meeting shall not:

- a) Use offensive words against members, officer, staff or guest;
- b) Speak on any subject other than the subject in debate;
- c) Create a disturbance in the meeting;
- d) Interrupt the member who has the floor except to raise a point of order;
- e) Disobey the rules of council or a decision of the Chair or members on questions of order or practice or upon the interpretation of the rules of the council.
- f) On a majority vote of council the Mayor may request that a member apologize to council for disruptive behaviour.
- g) Speak on any issue that is before the Court, Administrative Tribunal or any Boards of Commissions, unless the issue has been referred to the council or committee by the said body.

7. VIDEO OR AUDIO RECORDING

7.1 The use of video or audio recording equipment or devices by members of the municipality, public or media during a meeting is permitted within the areas designated for that purpose by the Clerk.

8. PROCEDURES FOR AGENDAS, MINUTES, AND SUPPORTING MATERIAL

8.1 The Clerk shall prepare an agenda for each meeting and the order of business will be as shown in this by-law. Minor modifications to the matters included or the order of business may be made during the preparation of the agenda.

- a) Calling to order
- b) Singing of O Canada
- c) Disclosure of pecuniary interest(s) and the general nature thereof
- d) Awards/Recognition
- e) Presentations
- f) Public meeting under the Planning Act
- g) Passing of by-laws arising from a Public Meeting
- h) Resume regular meeting of Council
- i) Adoption of Minutes of Council and Public Meeting(s)
- j) Business arising from previous meetings of Council
- k) Deputations
- l) Items for consideration
 - Minutes
 - Council meeting minutes(s)

- Cultural Roundtable minutes
- Recreation & Culture Committee minutes
- Ad Hoc Task Force minutes
- Business: Reports, recommendations and correspondence for direction (order of business may rotate)
 - Planning
 - Administration
 - Building
 - Economic development
 - Finance
 - Fire services
 - Public works
- m) Identification of agenda items requiring separate discussion
- n) Adoption of agenda items not requiring separate discussion
- o) Consideration of agenda items requiring separate discussion
- p) Notice of Motion
- q) Community Group Meeting Program report by Councillors
- r) By-laws
- s) Cultural Moment (first meeting of the month)
- t) Closed meeting session (if required)
- u) Confirmatory by-law
- v) Adjournment

8.2 The Clerk shall ensure that the minutes of the last council meeting, and all special, committee, ad hoc minutes held more than seven business days prior to a regular meeting are included in the agenda package.

8.3 All reports, supporting material, deputation/presentation/award requests shall be submitted to the Clerk's office by 12 noon on the Wednesday preceding the council meeting, unless extenuating circumstances arise.

8.4 As far as practical the agenda and all attachments will be made available to the members by 4.30 p.m. on the Thursday preceding the council meeting, unless extenuating circumstances arise.

8.5a) The order of business of the council shall be in the order in which it stands on the agenda unless the Chair decides verbally to amend the order.

b) An item of business or matter not listed on the agenda shall not be introduced for consideration at the same meeting, unless not dealing with the items of business or matter would be detrimental to the Township of Wellington North.

c) A majority vote of Council shall be passed prior to any consideration or discussion of an item of business or matter not listed on the agenda.

Awards/Recognitions

8.6 Individuals or groups who have been identified as deserving of an award or recognition by council will receive a certificate, town pin or other form of award or recognition at a meeting of council.

8.7 An individual or group must confirm their attendance to the Clerk by 12:00 noon the Wednesday preceding the Council meeting at which the award or recognition is scheduled to be made.

Presentations

8.8 Individuals or groups who have been invited by council or staff to present shall submit their presentation materials to the Clerk no later than 12.00 noon the Wednesday preceding a Council meeting for inclusion on the agenda.

8.9 Any individual or group making a presentation to council is limited to a maximum of fifteen (15) minutes for its address, unless an extension of no more than a further fifteen (15) minutes is approved by council with a show of hands.

8.10 The number of presentations shall be limited to two (2) at any meeting.

Deputations

8.11 Every individual or group who wishes to make a deputation to council shall submit a legible signed deputation request form with supporting material to the Clerk by 12:00 noon on the Wednesday preceding the council meeting. The delegation request form and supporting material will be circulated with the council agenda.

8.12 Any individual or group making a deputation to council shall be limited to a maximum of five (5) minutes for its address, unless an extension of no more than a further five (5) minutes is approved by resolution of council.

8.13 The number of deputations will be limited to three (3) at any meeting of council.

8.14 An individual or group who has already made a deputation on a subject shall not make another deputation within a 12 month period unless there is new information to be provided or a new council is in place as a result of a municipal election unless council passes a motion in favour of having the individual or group make another deputation.

8.15 An individual or group may make a deputation on a particular subject to either council or committee but shall not be permitted to make a deputation to both council and committee on the same subject.

8.16 No person shall make detrimental comments, or speak ill of, or malign the integrity of staff, the public or members.

8.17 Members and staff shall only ask questions seeking information or clarification from the deputant with all questions addressed through the Chair.

8.18 When the subject matter of a deputation is such that a decision of council is requested, appropriate resolutions or direction to staff may be considered. When a deputation's request has a financial implication, council shall direct that a staff report be brought to a meeting.

8.19 Where Council is of the opinion that a report from staff is not necessary and there are no financial implications involved with the deputant's request, Council may move a motion to support the deputation's request.

Minutes

8.20 The Clerk may make minor deletions, additions or other changes to minutes before they are signed.

8.21 Minutes of meetings shall be taken and shall without note or comment include:

- a) The place, date and time of the meeting;
- b) The name of the Chair and record of the attendance of the members;
- c) Adoption of the minutes of previous meeting(s);
- d) All other proceedings of the meeting.

By-laws

8.22 Every by-law when introduced shall contain no blanks except such as may be required to conform to accepted procedure or to comply with provisions of any Act, and shall be complete with the exception of the number and date thereof.

8.23 Every by-law shall have three readings prior to being passed, and said readings may be held at the same meeting, and may be entertained in one, two or three separate motions.

8.24 The Chair will read only the title to the by-law, unless a member requests a full reading of a specific by-law.

8.25 The Clerk shall set out on all by-laws the date(s) of the reading or readings of the, the by-law number and shall seal the by-law with the seal of the Corporation and signed by the Clerk and the Mayor and shall be deposited with the Clerk for safekeeping.

8.26 The Clerk may make minor deletions, additions or other changes to any by-law before it is signed and sealed.

8.27 A by-law to confirm all actions taken by council at a meeting shall be passed.

9. MEETING LOCATION DATES AND TIMES

Change of Date, Location or Time

9.1 Council or committee may, by resolution, alter the date, location and/or time of a meeting provided that notice of the change is posted at the municipal office, and on the municipal website.

Location of Meetings

9.2 All meetings of Council shall be held in the Council Chambers at the Township Municipal Office, located at 7490 Sideroad 7 West, Kenilworth.

9.3 Meetings may be held at other locations within the township as deemed necessary and notice shall be provided in accordance with the provisions in this by-law.

9.4 In the case of a declared emergency, a meeting of council may be held at another location within or outside of the boundaries of the municipality and notice shall be provided in accordance with notice provisions in this by-law.

9.5 A meeting of council together with a council of one or more other municipalities for the consideration of matters of common interest, may be held within a municipality outside of Wellington North and notice shall be provided in accordance with notice provisions in this by-law.

Date and Time of Regular Meetings of Council

9.6 Council meetings shall be held the second Monday of each month at 9:00 am and the fourth Monday of each month at 7:00 pm.

9.7 If a public or statutory holiday falls on the Monday designated for holding a council meeting council will meet on the day set out in the posted meeting schedule as in section 9.8.

Public Notice of Meetings

9.8 In December of each year, the schedule of regular council meetings shall be posted on the municipal website following adoption by council.

9.9 The agenda, and supporting documentation for all council meetings will be posted on the municipal website no later than 12 noon on the Friday prior to the meeting date.

9.10 Notice of a closed session shall be published in the regular council agenda.

9.11 If a special meeting of council is called, notice shall be provided by posting on the township website a minimum 24 hours prior to the date of the meeting.

9.12 If a meeting is held as a result of a declared emergency, the notice provisions may be suspended.

10. CONFIDENTIAL INFORMATION

10.1 Members shall treat all information, documentation or discussion relating to a closed meeting as confidential.

10.2 No member shall release or make public any information considered at a closed meeting, or discuss the content of such a meeting with persons other than other members or relevant staff members, without the authorization of council.

11. SPECIAL MEETINGS OF COUNCIL

11.1 The Mayor may, at any time, call a special meeting of council within twenty-four (24) hours notice to the Clerk and members of council.

11.2 A special meeting of council may be called upon the petition of a majority of the members of council and the petition shall state the business to be considered at the special meeting and no business other than that stated in the petition shall be considered at such meeting.

11.3 The petition shall state the time and date of the special meeting, not less than twenty-four (24) hours from the date of the submission of the petition.

11.4 The Clerk shall provide notice on the municipal website of a special meeting of council or a re-scheduled meeting not less than twenty-four (24) hours before the appointed time of the meeting.

12. SUSPENSION OF RULES

12.1 With the exception of Section 3 of this by-law any procedure required by this by-law may be temporarily suspended with the majority vote of members present.

13. REVIEW OF BY-LAW

13.1 The Procedure By-law shall be reviewed once in each term of council.

14. MATTERS NOT PROVIDED FOR IN PROCEDURE BY-LAW

14.1 Where a matter is not provided for in the Procedure By-Law, or, in the case of conflict with the Procedure By-Law, Robert's Rules of Order will be relied on.

15. REPEAL OF PREVIOUS PROCEDURE BY-LAW

15.1 By-law Number 63-14 and any by-laws inconsistent with this by-law are hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS XXTH DAY OF XXXXXX 2016**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

SCHEDULE "B" DRAFT 2017 COUNCIL MEETING SCHEDULE

MEETING	DATE	COMMENCING
Council	Monday, January 9	9:00 a.m.
Council	Monday, January 23	7:00 p.m.
ROMA Conference – January 29 to 31		
Council	Monday, February 13	9:00 a.m.
Family Day – February 20		
Council	Monday, February 27	7:00 p.m.
OGRA Conference February 26 – March 1		
Council	Monday, March 13	9:00 a.m.
Council	Monday, March 27	7:00 p.m.
Council	Monday, April 10	9:00 a.m.
Easter Weekend April 14 to 17		
Council	Monday, April 24	7:00 p.m.
Council	Monday, May 8	9:00 a.m.
Victoria Day – May 22		
Council	Tuesday, May 23	7:00 p.m.
Council	Monday, June 5	9:00 a.m.
AMCTO Conference June 11 - 14		
Council	Monday, June 26	7:00 p.m.
Canada Day – office closed July 3		
Council	Monday, July 10	9:00 a.m.
Council	Monday, July 24	7:00 p.m.
Civic Holiday – August 7		
Council	Monday, August 14	9:00 a.m.
AMO Conference August 13 - 16		
Council	Monday, August 28	7:00 p.m.
Labour Day – September 4		
Council	Monday, September 11	9:00 a.m.
Council	Monday, September 25	7:00 p.m.
Thanksgiving - October 9		
Council	Tuesday, October 10	9:00 a.m.
Council	Monday, October 23	7:00 p.m.
Council	Monday, November 6	9:00 a.m.
Remembrance Day – office closed November 13		
Council	Monday, November 20	7:00 p.m.
Council	Monday, December 4	9:00 a.m.
Council	Monday, December 18	7:00 p.m.
Christmas Day – December 25		



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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2015-068 BEING A REPORT TO CONSIDER THE
ENGINEER'S REPORT AND ADDENDUM #1 FOR THE
PROPOSED DRAINAGE WORKS FOR DRAIN 65 (LENNOX)**

RECOMMENDATION

THAT Report CLK 2015-068 being a report consider the final engineer's report and addendum #1 for the proposed drainage works for Drain 65 be received for information;

AND FURTHER THAT Council of the Township of Wellington North hereby approve the final engineer's report dated September 30, 2016 and addendum #1 dated October 17, 2016, prepared by K. Smart Associates Limited;

AND FURTHER THAT Council give first and second reading to a provisional by-law to adopt the final engineers report and addendum #1;

AND FURTHER THAT Council set the date for the Court of Revision as December 5, 2017 at 7 p.m. to hear any appeals filed in this matter.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

CLK 2015-014 being a report regarding a petition for drainage works by owners for new drainage works under the *Drainage Act* (Lennox)

BACKGROUND

At the March 9, 2015, meeting, Council passed a motion confirming they received a petition for drainage works for Lot 2, Concession 7 and the East Half of Lot 2, Concession 6 and the West Half of Lot 3, Concession 7, formerly the Township of West Luther, and appointing K. Smart Associates Limited to prepare a report on the work to be undertaken.

A on-site meeting was held on April 13, 2015 to scope local drainage issues and to hear concerns of impacted landowners. An informal meeting was held on March 29, 2016 to provide impacted landowners with information about the *Drainage Act* process, proposed landowner costs and watershed boundaries.

The final engineers report was submitted by K. Smart Associates Limited on September 30, 2016. An addendum to the report was received by the municipality and circulated to impacted property owners and applicable agencies on October 20, 2016. A copy of the report and addendum is available in the Clerk's office at the Township of Wellington North and available on the municipal website.

Pursuant to the *Drainage Act*, the report was circulated to impacted landowners and agencies within 30 days of receipt and a notice was provided advising landowners and agencies the date, time and location of the meeting at which the report will be considered.

Pursuant to the Act, Council must approve the engineer's report and adopt a provisional by-law with first and second reading or not approve the report and provide the reasons for their decision.

If Council approves the work, a Court of Revision must be held which is a meeting where landowners may appeal their assessment. All landowners who are affected must then be advised of any revisions and provisions for further appeals.

After the appeal process has expired, the by-law will be given third reading, the process for construction of the drainage works can begin and benefitting landowners and road authorities will be assessed costs in accordance with the approved engineer's report.

FINANCIAL CONSIDERATIONS

The engineering report indicates the work will consist of 772 metres of closed drain work including 522 metres of overflow swale, at an estimated cost of \$146,580.00. The municipality has been assessed \$27,525 for work on Line 6, a special assessment to Line 6 and Sideroad 3.

STRATEGIC PLAN

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

Yes

No

N/A

PREPARED BY:

RECOMMENDED BY:

Karren Wallace

Michael Givens

KARREN WALLACE

MICHAEL GIVENS



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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-069 BEING A REPORT ON CONSENT
APPLICATION B85-16 (ALETTE HOLSTEINS) KNOWN AS PART
LOT 3, CONCESSION 6 (FORMERLY ARTHUR TOWNSHIP) NOW
THE TOWNSHIP OF WELLINGTON NORTH**

RECOMMENDATION

THAT CLK Report 2016-069 being a report on Consent Application B85-16 known as Part Lot 3, Concession 6, formerly Arthur Township, now the Township of Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B85/16 as presented with the following conditions:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;
- **THAT** the owner obtain zoning approval to address Minimum Distance Separation I & II.

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
--

None.

BACKGROUND

The subject property is known as Lot 3, Concession 6, formerly Arthur Township, now the Township of Wellington North.

Consent B85/16 is for a lot line adjustment of 1.97 hectares with no frontage (Parcel A on sketch), existing agricultural use to be added to abutting parcel, owned by Maple Lane Farm Services Ltd (Parcel C on sketch).

The retained parcel is 37 hectares with 167 m frontage (Parcel B on sketch), existing and proposed agricultural and rural residential use with existing house, 3 barns and 2 shed.

Sketch is attached as schedule "A".

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Director of Public Works, Fire Chief, Drainage Superintendent, Treasurer, Planner, Economic Development Manager, Tourism Marketing & Promotion Manager, County of Wellington Planner and the Director Recreation, Parks and Facilities. The property is in a wellhead protection area so the application was circulated to Wellington Source Water Protection for comment and will be included in the County conditions/comments.

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

If the application is approved it is recommended the following clauses be a condition of the severance:

- **THAT** *payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- **THAT** *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 road authority for an entrance to the severed and retained parcel;
- **THAT** the owner obtain zoning approval to address Minimum Distance Separation I & II.

FINANCIAL CONSIDERATIONS

There are no financial impacts as a result of this report.

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 CLERK	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

August 25, 2016 08:30am
 C:\Users\Dave Fennel\My Documents\VanHarten\CONCESSIONS
 ACD\VT13 (FLUOR) 24003-16 UTM 2010.dwg

DRAWN BY: WDF | CHECKED BY: WDF | PROJECT NO: 24003-16

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Geoph | Elmira | Ph: 519-821-2763
 Orangeville | Ph: 519-940-4110

Van Harten
 SURVEYING INC.
 LAND SURVEYORS and ENGINEERS

ONTARIO LAND SURVEYOR
 WAYNE D. TURPEL
Wayne D. Turpel

SURVEYORS CERTIFICATE
 THIS SKETCH WAS PREPARED
 ON THE 22nd DAY OF AUGUST, 2016.

NOTES:

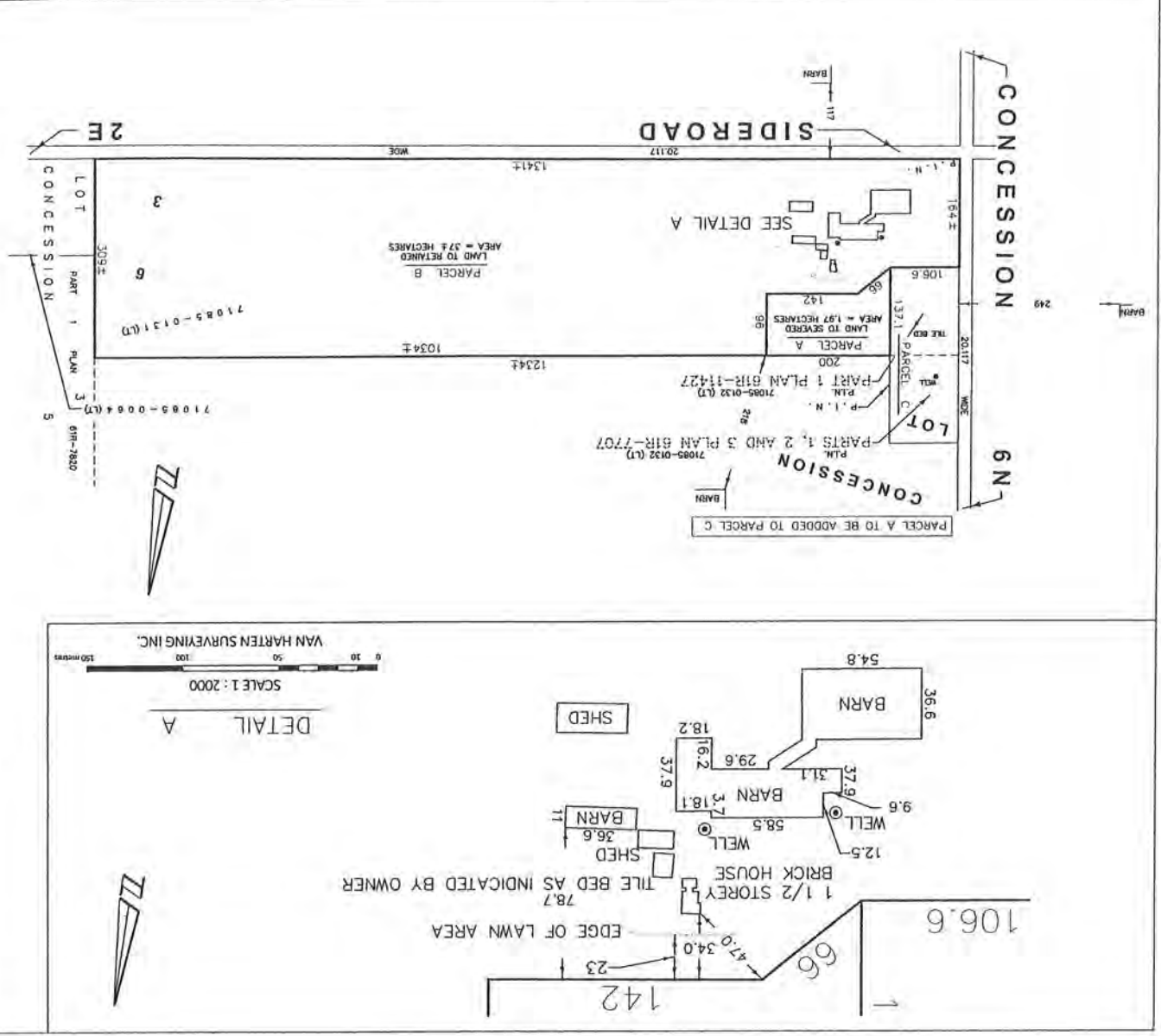
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
3. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
4. NTS - NOT TO SCALE
5. DISTANCES TO ABUTTING BARNS WERE SCALED FROM GOOGLE MAPS.

SCALE 1 : 6000

TOWNSHIP OF WELLINGTON NORTH
 COUNTY OF WELLINGTON

SEVERANCE SKETCH
 PART OF LOT 3 CONCESSION 6
 (GEOGRAPHIC TOWNSHIP OF ARTHUR)

KEYMAP	
8	4N
SIDEROAD	3E
	SUBJECT PROPERTY
SIDEROAD	2E
89	CONCESSION





SCHEDULE B

Application	B85/16
Location	Part Lot 3, Concession 6 TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Alette Holsteins Ltd.

PLANNING OPINION: The proposed lot line adjustment would sever a 1.97 ha (4.87 ac) vacant parcel to be added to an existing 2.9 ha (7.2 ac) agricultural commercial parcel. The resultant merged parcel will be 4.87 ha (12 ac). The retained parcel is a 37 ha (91 ac) agricultural parcel and is occupied by an existing dwelling, 3 barns and 2 accessory buildings.

- 1) That MDS 1 compliance be achieved to the satisfaction of the County of Wellington Planning Department;
- 2) That zoning compliance be achieved for the severed parcel to the satisfaction of the local municipality;
- 3) That the purchaser take title to the severed lands in the same manner as they hold their abutting land;
- 4) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

PLACES TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 states that lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons, which may include a minor boundary adjustment, and which does not result in the creation of a new lot.

With respect to Minimum Distance Separation (MDS 1), we have completed calculations (attached) for 3 barns surrounding the subject property using farm data sheets submitted. The proposed lot line adjustment is unable to meet the required setbacks from the surrounding barns.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as PRIME AGRICULTURAL and CORE GREENLANDS in the Official Plan. The policies of section 10.3.5 state that lot line adjustments may be permitted for legal or technical reasons. We would consider this a minor boundary adjustment. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur.

The matters under section 10.1.3 were also considered.

WELL HEAD PROTECTION AREA: The subject property is not located within a WHPA.

LOCAL ZONING BY-LAW: The subject property is currently zoned Agricultural (A). The purpose of the lot line adjustment is for the expansion of the existing farm implement business. The severed lands will require a zone amendment.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Linda Redmond, Senior Planner
 November 2, 2016



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059

Plan to
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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-070 BEING A REPORT ON CONSENT
APPLICATION B88-16 (940749 ONTARIO INC) KNOWN AS 210
GORDON STREET, (FORMERLY ARTHUR) NOW THE TOWNSHIP
OF WELLINGTON NORTH**

RECOMMENDATION

THAT CLK Report 2016-070 being a report on Consent Application B88-16 known as Part Lot 3, Concession 6, formerly Arthur Township, now the Township of Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B88/16 as presented with the following conditions:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;
- **THAT** the Owner pay the parkland dedication fee of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law).

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
--

None.

BACKGROUND

The subject property is known as 210 Gordon Street, formerly Arthur, now the Township of Wellington North.

Consent B88/16 is for a consent 0.6161 acres with 151 foot frontage, existing and proposed urban residential use with existing dwelling, together with a proposed 15 foot wide temporary right of way and a proposed 10 foot wide drainage easement to benefit the retained parcel.

The retained parcel is 22.648 acres with 484 foot frontage (existing and proposed agricultural use.

Sketch is attached as schedule "A".

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Director of Public Works, Fire Chief, Drainage Superintendent, Treasurer, Planner, Economic Development Manager, Tourism Marketing & Promotion Manager, County of Wellington Planner and the Director Recreation, Parks and Facilities. The property is not in a wellhead protection area.

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

If the application is approved it is recommended the following clauses be a condition of the severance:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;

- **THAT** the Owner pay the parkland dedication fee of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law).

FINANCIAL CONSIDERATIONS

There are no financial impacts as a result of this report.

STRATEGIC PLAN

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

Yes No X N/A

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

Karren Wallace, Clerk

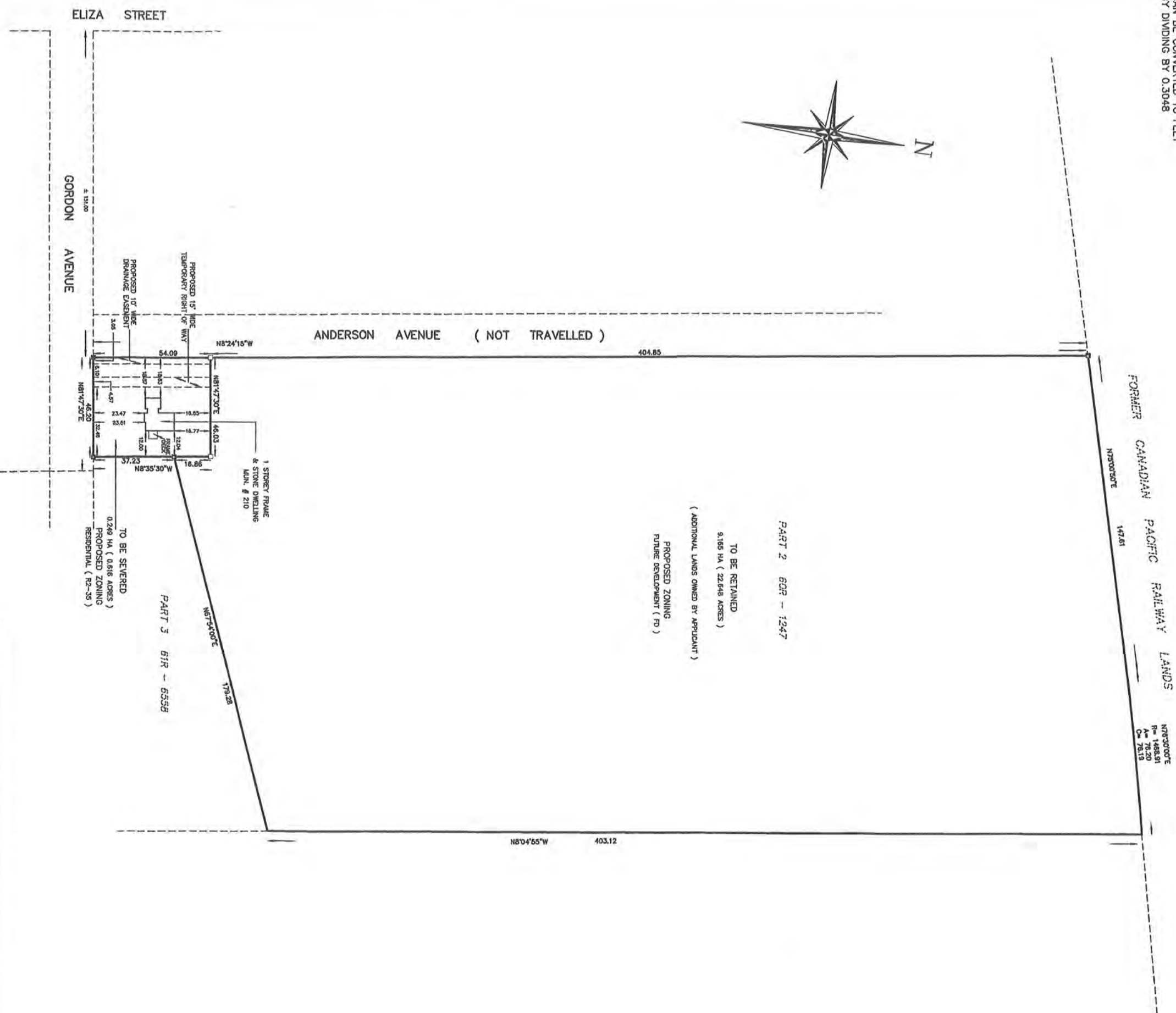
Michael Givens, CAO

KARREN WALLACE CLERK	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
---------------------------------	--

SEVERANCE SKETCH OF
 210 GORDON AVENUE
 TOWNSHIP OF WELLINGTON NORTH
 TOWN OF ARTHUR
 COUNTY OF WELLINGTON
 CULLEN & ASSOCIATES 2016



METRIC
 DISTANCES SHOWN ON THIS
 PLAN ARE IN METRES AND
 CAN BE CONVERTED TO FEET
 BY DIVIDING BY 0.3048



CULLEN & ASSOCIATES	
PROFESSIONAL LAND SURVEYOR	
59 THIRD STREET, ORANGEVILLE, ONTARIO, L9W 2B3 PHONE (519) 941-5881, FAX (705) 434-0156 email dp@culenland.com	EXAMINED BY D.P. OLS
	DRAWN BY PB CALCD BY PB PROJECT 16-146



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

SCHEDULE B

Application Location	B88/16
Applicant/Owner	Part Lot 1, Concession 1 TOWNSHIP OF WELLINGTON NORTH (Arthur) 940749 Ontario Limited

PLANNING OPINION: This application would sever 0.24 ha (0.62 ac) of land for an existing residential use with an existing dwelling. The retained parcel is 9.17 ha (22.65 ac) and is currently vacant land under cultivation. The applicant has also proposed a 15 ft wide right of way and 10 ft wide drainage easement, to benefit the retained parcel.

This application is consistent with the Provincial Policy Statement and would generally conform to the Official Plan. We have no concerns.

PLACES TO GROW: The Places to Grow policies place an emphasis on intensification and optimizing the use of existing land supplies. Under section 2.2.2.1 which deals with managing growth it states, "population and employment growth will be accommodated by focusing intensification in intensification areas". Intensification is defined as "the development of a property, site or area at a higher density than currently exists through,.....b) the development of vacant and/or underutilized lots within previously developed areas; or c) infill development".

PROVINCIAL POLICY STATEMENT (PPS): Section 1.1.3 of the Provincial Policy Statement directs growth to occur within settlement areas. The proposed lot creation is located within the Arthur Urban Centre and is consistent with the PPS.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as RESIDENTIAL, within the Arthur Urban Centre in the Official Plan. According to section 10.6.2, new lots may be created in Urban Centres provided that the land will be 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 provisions 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 lot.

The matters under Section 10.1.3 were also considered including "b) that all lots can be adequately serviced with water, sewage disposal, stormwater management or drainage, fire protection, roads, utilities, solid waste disposal to accepted municipal standards and without undue financial burden on the municipality", and "d) that all lots will have safe driveway access to an all-season maintained public road and that access to a local road will be preferred over county and provincial roads, where practical."

Regarding item b) above, the applicant has proposed a temporary drainage easement to accommodate possibility of upgrades to the tile bed on the retained lands.

Regarding item d) above, the applicant has proposed a temporary right of way to access Gordon Street from the retained parcel. The retained parcel is zoned Future Development and will have access to the unopened road once the parcel is subject to a development application.

WELL HEAD PROTECTION AREA: The subject property is not in a WHPA.

LOCAL ZONING BY-LAW: The subject lands are zoned Future Development (FD) and R2-35 residential.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Linda Redmond, Senior Planner, November 1, 2016



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064

Plan to
Simply Explore.
www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-071 BEING A REPORT ON CONSENT
APPLICATION B91-16 (BELL) KNOWN AS LOTS 25 & 26,
CONCESSION 4, PART LOT 28, DIVISIONS 3 & 4 AND PART LOT
29, DIVISIONS 1, 2, 3 WOSR, (FORMERLY ARTHUR TOWNSHIP)
NOW THE TOWNSHIP OF WELLINGTON NORTH**

RECOMMENDATION

THAT CLK Report 2016-071 being a report on Consent Application B91-16 known as Lots 25 & 26, Concession 4, Part Lot 28, Divisions 3 & 4 and Part Lot 29, Divisions 1, 2, 3 WOSR, (formerly Arthur Township) now the Township of Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B91/16 as presented with the following conditions:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;
- **THAT** the Owner pay the parkland dedication fee of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law).

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
--

None.

BACKGROUND

The subject property is known as Lots 25 & 26, Concession 4, Part Lot 28, Divisions 3 & 4 and Part Lot 29, Divisions 1, 2, 3 WOSR, (formerly Arthur Township) now the Township of Wellington North.

Consent B91/16 is for a severance of 48 hectares with 61 metre frontage, existing and proposed agricultural use.

The retained parcel is 96 hectares with 641 m frontage, existing and proposed agricultural and rural residential use with 2 existing houses, barn silo and 2 shed.

Sketch is attached as schedule "A".

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Director of Public Works, Fire Chief, Drainage Superintendent, Treasurer, Planner, Economic Development Manager, Tourism Marketing & Promotion Manager, County of Wellington Planner and the Director Recreation, Parks and Facilities. The property is not in a wellhead protection area.

Wellington County planning comments are attached hereto as Schedule "B" and are generally supportive of the lot line adjustment.

If the application is approved it is recommended the following clauses be a condition of the severance:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;

- **THAT** the Owner pay the parkland dedication fee of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law).

FINANCIAL CONSIDERATIONS

There are no financial impacts as a result of this report.

STRATEGIC PLAN

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

Yes

No

N/A

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

Karren Wallace, Clerk

Michael Givens, CAO

KARREN WALLACE CLERK	MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER
---------------------------------	--



SCHEDULE B

Application	B91/16
Location	8769 Highway 6 TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Richard & Susan Bell

PLANNING OPINION: This application would sever a vacant 48 ha (118 ac) for a farm parcel. The retained parcel is 96 ha (237 ac) and is occupied by 2 existing dwellings, 2 sheds, a barn, and silo.

This application is consistent with the Provincial Policy Statement and conforms to the Official Plan, provided that servicing and safe access can be provided to the satisfaction of the local municipality.

PLACES TO GROW: No concerns.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.1.a) states that lot creation in prime agricultural areas may only be permitted for agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS in the Official Plan. Section 10.3.2 of the Official Plan allows for new lots for agricultural operations provided they are a minimum of 35 hectares in size.

The matters under section 10.1.3 were also considered.

WELL HEAD PROTECTION AREA: The subject lands are not located within a WHPA.

LOCAL ZONING BY-LAW: The subject lands are zoned Agricultural (A) and both the proposed severed and retained parcels would meet the required minimum lot area and lot frontage.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Linda Redmond, Senior Planner
November 1, 2016



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069

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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-072 BEING A REPORT ON CONSENT
APPLICATION B101-16 (DEVERELL) KNOWN AS PART LOT 3,
CONCESSION 4 (FORMERLY ARTHUR TOWNSHIP) NOW THE
TOWNSHIP OF WELLINGTON NORTH**

RECOMMENDATION

THAT CLK Report 2016-072 being a report on Consent Application B101-16 known as Part Lot 3, Concession 4 (formerly Arthur Township) now the Township of Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B101-16/16 as presented with the following conditions:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 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
--

None.

BACKGROUND

The subject property is known as Lot 3, Concession 4 (formerly Arthur Township) now the Township of Wellington North.

The proposed lot line adjustment is 33.4 metres by 90.2 metres for a total of 0.304 hectares with no frontage, existing agricultural use to be added to abutting rural residential lot – Jeffery & Julie Moore.

The retained parcel is 22 hectares with 159.231m frontage, existing and proposed agricultural and rural residential use with existing dwelling.

Sketch is attached as schedule “A”.

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Director of Public Works, Fire Chief, Drainage Superintendent, Treasurer, Planner, Economic Development Manager, Tourism Marketing & Promotion Manager, County of Wellington Planner and the Director Recreation, Parks and Facilities. The property is not in a wellhead protection area.

Wellington County planning comments are attached hereto as Schedule “B” and they are generally supportive of the lot line adjustment.

If the application is approved it is recommended the following clauses be a condition of the severance:

- **THAT** payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** 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 road authority for an entrance to the severed and retained parcel;

FINANCIAL CONSIDERATIONS

There are no financial impacts as a result of this report.

STRATEGIC PLAN

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

Yes

No

N/A

PREPARED BY:

RECOMMENDED BY:

Karren Wallace, Clerk

Michael Givens, CAO

**KARREN WALLACE
CLERK**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER**

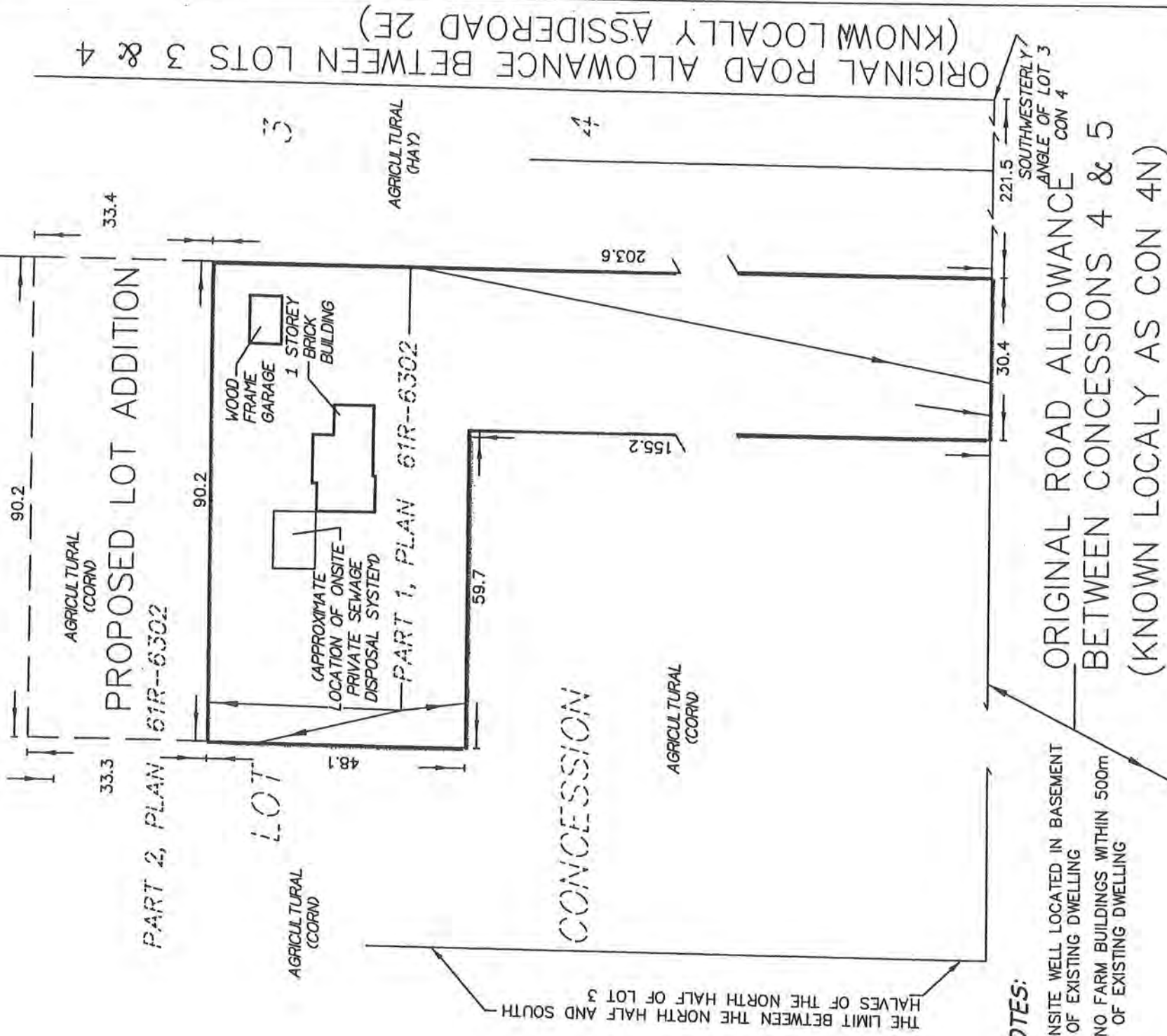
SKETCH TO ACCOMPANY
SEVERANCE APPLICATION
PART OF LOT 3 CONCESSION 4
(GEOGRAPHIC TOWNSHIP OF ARTHUR)
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON
WILSON-FORD

SCHEDULE A

Scale 1 : 1000



AGRICULTURAL
(CORN)



ORIGINAL ROAD ALLOWANCE BETWEEN LOTS 3 & 4
(KNOWN LOCALLY ASSIDEROAD 2E)

NOTES:

- 1) ONSITE WELL LOCATED IN BASEMENT OF EXISTING DWELLING
- 2) NO FARM BUILDINGS WITHIN 500m OF EXISTING DWELLING

ORIGINAL ROAD ALLOWANCE
BETWEEN CONCESSIONS 4 & 5
(KNOWN LOCALLY AS CON 4N)

SOUTHWESTERLY
ANGLE OF LOT 3
CON 4

CAUTION:

THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR ANY PURPOSE EXCEPT THAT SHOWN IN THE TITLE BLOCK

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WILSON - FORD

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

DRAWN BY: JP

FIELD: GF, PG

PROJECT No.: 8757



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

SCHEDULE B

Application	B101/16
Location	Part Lot 3, Concession 4 TOWNSHIP OF WELLINGTON NORTH
Applicant/Owner	Guildford Deverell

PLANNING OPINION: The proposed lot line adjustment would sever a 0.304 ha (0.75 ac) parcel to be added to an abutting 0.9 ha (2.2 ac) rural residential lot, creating a merged parcel of 1.2 ha (2.9 ac). The retained parcel is a 61 ha (152 ac) and is occupied by a single dwelling and accessory building.

The proposed lot line adjustment would add 0.304 ha (0.75 ac) of cultivated lands to an existing rural residential parcel that currently meets the lot minimum lot area requirements. Provincial policy and the Official Plan place a priority on the preservation of prime agricultural lands. The Committee should be satisfied that the increased lot size is justified.

Should the Committee approve this application we would ask that the following be made conditions of approval:

- 1) That the purchaser take title to the severed lands in the same manner as they hold their abutting land; and,
- 2) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

PLACES TO GROW: No concerns.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 states that lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons, which may include a minor boundary adjustment, and which does not result in the creation of a new lot.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as PRIME AGRICULTURAL and CORE GREENLANDS. The Greenlands represent provincially significant wetlands, hazard land and a significant wooded area, all of which are well removed from the proposed lands to be severed.

The policies of section 10.3.5 state that lot line adjustments may be permitted for legal or technical reasons, such as easements, corrections of deeds, quit claims, and minor boundary adjustments. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur where:

- Two abutting farms are merged and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- More viable agricultural operations will result;
- An undersized lot is made useable given the requirement for appropriate sewer and water systems.

The matters under section 10.1.3 were also considered.

WELL HEAD PROTECTION AREA: The subject property is not within a WHPA.

LOCAL ZONING BY-LAW: The subject property is zoned Agricultural (A). Both properties would appear to meet minimum lot area and lot frontage requirements.

SITE VISIT INFORMATION: The subject property has not been visited to date.

Linda Redmond, Senior Planner November 2, 2016



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**TO: MAYOR MEMBERS OF COUNCIL
MEETING OF NOVEMBER 7, 2016**

FROM: KARREN WALLACE, CLERK

**SUBJECT: REPORT CLK 2016-073 BEING A REPORT ON MP NATER'S
BRIEFING ON CANADA SUMMER JOBS PROGRAM**

RECOMMENDATION

THAT Report CLK 2016-073 being a report on MP John Nater's briefing on Canada Summer Jobs Program be received for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

CLK 2016-050 being a report on the 2016 Summer Jobs Program

BACKGROUND

The municipality was approved by Employment and Social Development Canada (ESDC) to hire a summer student for six weeks of employment and the student was employed with Wellington North from July 4th to August 19, 2016.

During the student's employment, she attended a roundtable meeting organized by John Nater, Member of Parliament for Perth-Wellington. During this roundtable, input was sought on the program, including the benefits and opportunities for improvement.

MP Nater's briefing from those roundtable sessions is attached as Schedule "A" to this report.

The 10 recommendations set out in the briefing are:

Recommendations for Canada Summer Jobs program:

- 1) Do not push the deadline for submissions for political objectives. This hurts small businesses and non-profits participating in the program.
- 2) Allow more flexibility in the allocation of hours and provide the organization with the option to hire two students for 8 weeks each or one student for 16 weeks.
- 3) Ensure employers are aware of what percentage of student salaries they will be expected to cover and the exact amount the federal government will provide.

Recommendations for Skills Training:

- 1) Both the Canada Summer Jobs program and employers should be encouraged to provide flexible hours to accommodate employee training.
- 2) Ensure better communication between adult education providers and employers to promote computer skills training and education upgrading programs to employees.
- 3) Government training and loan programs should be more flexible to accommodate the changing skills training needs in Canada's economy.
- 4) There should be a greater emphasis on "soft skills" in all high school career classes.

Recommendations for Labour Shortage:

- 1) Reduce government distortions in the housing and development market, and foster a business environment which encourages growth in our rural communities.
- 2) The Government of Canada should expand such programs as the Home Buyers' Plan and re-instate the First-Time Home Buyers' Tax Credit.
- 3) Give rural municipalities autonomy over the planning and implementation of transportation initiatives in their towns.

The application and submission was an easy process, however I would concur that there was little flexibility in the hiring dates. Also, 8 weeks of work is not enough for either the employer or student and it would be my recommendation that the program be expanded.

FINANCIAL CONSIDERATIONS

There are no financial impacts in receiving this report.

STRATEGIC PLAN

Does the information in the report advance the Strategy's implementation?

X Yes

No

N/A

Which pillars does this report support?

X Community Growth Plan

Human Resource Plan

Brand and Identity

Strategic Partnerships

Community Service Review

Corporate Communication Plan

X Positive Healthy Work Environment

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

SCHEDULE "A"

**Briefing on the Canada Summer Jobs program and the status of the economy in Perth—
Wellington**

John Nater, Member of Parliament for Perth—Wellington

John Nater, M.P.
Perth—Wellington
October 6, 2016

Introduction

Over this past summer, I held a series of 10 roundtable meetings across my riding of Perth—Wellington. Local economic conditions and the Canada Summer Jobs Program were the bases for discussion and three major themes emerged from this very successful tour.

First, Canada Summer Jobs, administered by the Department of Employment, Workforce Development and Labour, is an important, successful, and much needed program. However, there are weaknesses, and improvements to the program are necessary.

Second, access to vital skills training in both the workforce and the education system is crucial but is currently lacking.

Third, labour shortages in smaller communities are significant due to difficulties in attracting and retaining families.

This report delves deeper into each of these topics and, based on the feedback I received from my constituents, I am putting forward several recommendations.

Before examining these trends and themes, it is important to understand the unique economic needs of Perth—Wellington.

The riding of Perth—Wellington is situated in Southwestern Ontario and has been represented in the House of Commons since 2004. The current population is 104,910 and home to 13 municipalities.¹ The four major sectors in Perth—Wellington are agriculture, manufacturing, construction and retail. As of 2011, there were 5,565 farm operators in the riding.² The unemployment rate for Perth—Wellington is 5.3 percent, with the City of Stratford having the highest unemployment rate at 6.9 percent and the Township of Mapleton having the lowest rate at 2.5 percent.³ The impact of this low unemployment rate on the local economy will be discussed throughout this briefing note.

As with many regions across Canada, the workforce in Perth—Wellington is aging. Thirty one percent of the workforce in Perth County is over the age of 55, while only 20 percent of the workforce is under 25.⁴ The aging workforce was a recurring concern throughout the Jobs Tour.

The following discussions centre on the Canada Summer Jobs program, skills training, labour shortages, and various economic indicators.

¹ Statistics Canada. "Perth--Wellington, Ontario (Code 35083) and Canada (Code 01) (table)". *Census Profile*. 2011 Census. Statistics Canada Catalogue no. 98-316-XWE. Ottawa. Released October 24, 2012. <http://www12.statcan.gc.ca/census-recensement/2011/dp-pd/prof/index.cfm?Lang=E> (accessed September 22, 2016)

² Statistics Canada, "Census of Agriculture-3438." 2011 Census. Ottawa.

³ Statistics Canada, "Labour force characteristics, unadjusted, by economic region," 2016.

⁴ "Local Lens on Perth County" Four County Labour Market Planning Board, 2016.

1.0 Canada Summer Jobs Program

In Perth—Wellington this year, 95 projects were approved for funding under the Canada Summer Jobs program with a total of 181 positions created. Both students and employers involved in Canada Summer Jobs, as well other Jobs Tour participants, highlighted the benefits of this program. The skills these summer jobs provided helped employees build their résumés and gain valuable work experience. It also provided regular employees the opportunity to take vacation time, which may not have been possible if the employer was unable to hire a summer student.

From an employer perspective, the Canada Summer Jobs program was found to be the most beneficial to small businesses. One participant stated that small businesses are usually averse to hiring new and inexperienced employees. The Canada Summer Jobs program allows employers to train and assess potential long-term employees.

A summer student hired through program funding mentioned that the “ability to network in their home town is beneficial.” There are many opportunities for youth retention through the Canada Summer Jobs program, particularly in rural Canada. The topic of youth retention in Perth—Wellington will be discussed further in section three.

Employers praised the customer service aspect of Canada Summer Jobs and expressed satisfaction with the program administrators who handled questions and concerns in an efficient and timely manner.

Despite the many positive aspects of Canada Summer Jobs, several issues of concern with the program were raised.

The most significant criticism, common across the entire riding, was the late notifications the Department provided to the applicants. University and college students must have an idea of where they will be working in the summer by mid-February. The May 9th notification date is much too late for most students. Employers were concerned that the federal government’s decision to push the deadline for employer applications to March 11, 2016, delayed the entire process.⁵

Both employers and employees also expressed concerns regarding the rigidity of the program as it relates to the allocation of hours. Students expressed their willingness to work for a 16 week period, instead of the standard 8 weeks, however the rigidity of the program guidelines meant some students had to find other part-time work or were unemployed for up to 8 weeks of the summer.

The short work periods, rigid timelines and late notifications did not provide enough time for proper workplace training. Employers were willing to train young people at their own expense, however the notification date of May 9th was too late. In addition, many non-profit agencies were

⁵ “Deadline for Canada Summer Jobs program extended to Mar. 11,” Global News, retrieved September 22, 2016 <http://globalnews.ca/video/2514447/deadline-for-canada-summer-jobs-program-extended-to-mar-11>

already beginning their summer programs at this point and could not devote resources to training new part-time employees.

Various employers expressed confusion over the relationship between the allocation of hours and the funds provided, while others were unclear on how much they were expected to contribute to the students' salaries from their own businesses. Several employers were also unaware they could provide additional compensation to the students out of their own budgets if they were in a position to do so.

One final criticism of the Canada Summer Jobs program was the application process itself. The inability to submit the employer application through any method other than online was a concern, and the lack of a "save option" during the online process meant once an employer began the application they had to finish it in one sitting.

Recommendations:

- 1) Do not push the deadline for submissions for political objectives. This hurts small businesses and non-profits participating in the program.
- 2) Allow more flexibility in the allocation of hours and provide the organization with the option to hire two students for 8 weeks each or one student for 16 weeks.
- 3) Ensure employers are aware of what percentage of student salaries they will be expected to cover and the exact amount the federal government will provide.

2.0 Skills Training

The second major theme to emerge from my Summer Jobs Tour was the current state of skills training in Perth—Wellington. Over 50 percent of employers in Perth County hired outside of the county due to a lack of qualified employees.⁶ One of the top three reasons provided by employers was that applicants did not meet qualifications such as education level or credentials.⁷ There is a significant lack of skilled labour in the riding of Perth—Wellington.

Many employers highlighted the need for basic skills which can vary based on the age cohort. For example, young people, under the age of 25, lack soft skills while older workers lack hard skills, such as computer proficiency. However, despite younger workers not having soft skills, they do possess training in hard skills. One small business owner commented that "there is a fear around liability with older workers, because they may not know current safety habits or regulations."

The connectedness of young people to technology can be either a hazard or an opportunity depending on the job. Young employees using their personal cell phones on a factory floor is unsafe, and can result in a loss of productivity for the company. There needs to be a balance between use of new technology and productivity in all companies.

The aging workforce in the context of skills development was also a key topic discussed at the roundtables. Employers are hiring older workers to fill their immediate needs and this has

⁶ Understanding the Skills Gap in Perth County-Fact Sheet, p. 9.

⁷ Perth County Local Lens, "Survey Key Findings 2016," Four County Labour Market Planning Board, 2016.

provided an opportunity for some employers to create mentorship programs. A participant at the Listowel roundtable commented that many older workers are willing to learn new skills and build their skills base. Employers in Perth—Wellington are using this opportunity to mentor the younger workers they employ.

Skills training in Perth—Wellington has been hampered by excessive bureaucratic red tape. One of the primary examples brought up repeatedly during my tour was the 4:1 journeymen to apprentice regulation. While this is a provincial regulation in Ontario under the College of Trades,⁸ there are examples of excessive federal government regulation in training programs.

The Canada Apprentice Loan (CAL) program is currently accessible only to Red Seal Trade apprentices.⁹ It is only apprentices who enroll in full-time training courses who benefit from the CAL. Employers expressed a willingness to provide employees with the opportunity to improve their trade skills, but were not able to shoulder the full-cost of these training initiatives.

Participants in the roundtables were adamant that skills training needs to be more advanced. For example, some adult learning centres offer basic Excel training, however, increasingly, employers are looking for a more comprehensive understanding of computer programs from potential employees.

It is important to highlight that in Perth County 87 percent of employers support ongoing training.¹⁰ However, the cost associated with these ongoing training initiatives was a major concern.

Recommendations:

- 1) Both the Canada Summer Jobs program and employers should be encouraged to provide flexible hours to accommodate employee training.
- 2) Ensure better communication between adult education providers and employers to promote computer skills training and education upgrading programs to employees.
- 3) Government training and loan programs should be more flexible to accommodate the changing skills training needs in Canada's economy.
- 4) There should be a greater emphasis on "soft skills" in all high school career classes.

3.0 Labour Shortage

Finally, labour shortage in Perth-Wellington is of great concern to employers across my riding. As noted above, the unemployment rate is 5.3 percent. Over 57 percent of employers found it hard to fill jobs¹¹ and the primary reason given was that they simply could not find enough applicants.

⁸ <http://www.collegeoftrades.ca/about/review-panels/ratioreviews>

⁹ "Canada Apprentice Loan," http://www.esdc.gc.ca/en/support_apprentices/loans.page

¹⁰ "Local Lens on Perth County," Four County Labour Market Planning Board, 2016.

¹¹ "Local Lens on Perth County," Four County Labour Market Planning Board, 2016.

Manufacturing is one of the fastest growing sectors in Perth-Wellington where 71 percent of employers indicated they planned to hire in 2016.¹² Yet 63 percent of employers in the manufacturing sector found it hard to fill various positions.¹³

There appear to be several reasons for the severe labour shortage in Perth—Wellington. The inability of rural communities to retain and attract youth is at the top of this list. Many youth graduate from high school and pursue post-secondary education in nearby urban centres, such as Kitchener-Waterloo and Toronto. Often they do not return to their home community after graduation to work. In Arthur, one participant pointed out that professionals in rural communities such as doctors and lawyers who retire need to be replaced, however this is often a challenge.

The retention of young workers is also challenging as increasing numbers of older workers choose not to retire at the traditional age of 65. In some cases older workers are unable to retire at 65 due to financial constraints leading to a lack of upward mobility in some sectors.

Perth—Wellington attracts a high proportion of people earning between \$30,000 and \$59,999 compared to the provincial average.¹⁴ However, this number is significantly lower when one looks at individuals earning over \$60,000.¹⁵ These figures appear to suggest that employees are forced to leave the riding in order to secure higher paying employment elsewhere.

The issue of affordable housing in Perth—Wellington is a challenge. Since 2011, the Government of Canada has allocated \$641 million to the province of Ontario under the Investment in Affordable Housing (IAH) initiative.¹⁶ While this investment is important, it has been primarily focused on seniors and persons with disabilities. It was recommended throughout the roundtable discussions that the government examine ways to assist young families in purchasing their first home.

The growth of many rural communities in Perth—Wellington, and by extension the availability of workers, has been hampered by a lack of transportation infrastructure options and outdated wastewater and waste management facilities. Mayors and Councillors at the roundtables consistently stated that waste-water facilities are central to both economic and population growth in rural Ontario. Without these investments, there can be no new housing developments.

Transportation issues are a pressing concern for employers and municipalities in Perth—Wellington. Employers find young people, especially young men, are unable to drive due to high insurance costs. There was an attempt to implement a ride share program in the riding in order to meet some of the transportation needs, unfortunately it was not successful. Community members attributed this to the fact that the program was administered and operated out of London which is located 60 kilometers from the City of Stratford.

¹² “Local Lens on Manufacturing,” Four County Labour Market Planning Board, 2016.

¹³ “Local Lens on Manufacturing,” Four County Labour Market Planning Board, 2016.

¹⁴ Mobility Report 2015

¹⁵ Mobility Report 2015

¹⁶ Canada Mortgage and Housing Corporation. https://www.cmhc-schl.gc.ca/en/inpr/afhoce/fuafho/iah/iah_002.cfm

The labour force participation rate is falling across Canada. In 2015 the labour force participation rate fell to 65.9 percent, the lowest level in 13 years.¹⁷ Labour shortages are reaching a critical level in some parts of Perth—Wellington and employers have exhausted all options to find employees.

Recommendations for Labour Shortage:

- 1) Reduce government distortions in the housing and development market, and foster a business environment which encourages growth in our rural communities.
- 2) The Government of Canada should expand such programs as the Home Buyers' Plan and re-instate the First-Time Home Buyers' Tax Credit.
- 3) Give rural municipalities autonomy over the planning and implementation of transportation initiatives in their towns.

Conclusion

As stated in the introduction, three major themes emerged from the 10 roundtable discussions held across Perth-Wellington during my Jobs Tour this summer.

First, Canada Summer Jobs is an important, successful, and much needed program. While Canada Summer Jobs has many benefits and contributes to skills development, there are weaknesses, and improvements to the program are necessary. The rigidity of allocation of hours and the inability to offer positions for the full 16 weeks are a major criticism of the program

Second, access to vital skills training in both the workforce and the education system is crucial but is currently lacking. Young people lack soft skills, while older workers lack hard skills and technological proficiency.

Third, growing labour shortages in smaller communities throughout Perth—Wellington is significant due to difficulties in attracting and retaining families and the pressing need for improved infrastructure.

Below are 10 recommendations I am putting forward.

Recommendations for Canada Summer Jobs program:

- 1) Do not push the deadline for submissions for political objectives. This hurts small businesses and non-profits participating in the program.
- 2) Allow more flexibility in the allocation of hours and provide the organization with the option to hire two students for 8 weeks each or one student for 16 weeks.
- 3) Ensure employers are aware of what percentage of student salaries they will be expected to cover and the exact amount the federal government will provide.

¹⁷ Sunny Freeman, "Canada's Labour Force Participation Rate Hits 13-Year Low," http://www.huffingtonpost.ca/2015/01/09/labour-force-participation-canada-13-year-low_n_6445066.html

Recommendations for Skills Training:

- 1) Both the Canada Summer Jobs program and employers should be encouraged to provide flexible hours to accommodate employee training.
- 2) Ensure better communication between adult education providers and employers to promote computer skills training and education upgrading programs to employees.
- 3) Government training and loan programs should be more flexible to accommodate the changing skills training needs in Canada's economy.
- 4) There should be a greater emphasis on "soft skills" in all high school career classes.

Recommendations for Labour Shortage:

- 1) Reduce government distortions in the housing and development market, and foster a business environment which encourages growth in our rural communities.
- 2) The Government of Canada should expand such programs as the Home Buyers' Plan and re-instate the First-Time Home Buyers' Tax Credit.
- 3) Give rural municipalities autonomy over the planning and implementation of transportation initiatives in their towns.

These recommendations are a first step in creating an environment for both community and economic growth. I look forward to working with your Departments to meet these goals and develop new ones.

Report submitted on October 6, 2016 via mail

John Nater, M.P.
Perth—Wellington



Clerk's Department

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-0219 x 1227 / 1-800-567-GREY / Fax: 519-376-8998

October 11, 2016

The Honourable Kathleen Wynne
Premier of Ontario
Toronto ON M7A 1A1
By email only: premier@ontario.ca

Honourable Madam:

Provincial legislation and Hydro One's strategy regarding hydro costs was discussed at a recent Grey County standing committee meeting. At the October 4, 2016 Council session, resolution SSC70-16 was endorsed as follows:

WHEREAS there is inequity between the cost of hydro for rural residents as compared to urban residents due to higher distribution charges;

AND WHEREAS this practice targets and negatively affects rural residents, especially those who are already unable to pay for the high cost of hydro;

NOW THEREFORE BE IT RESOLVED THAT the County of Grey request the Province to re-evaluate the structure of hydro in terms of access and delivery and implement structural changes to address the unfair practice of charging more for delivery for rural residents;

AND THAT this resolution be circulated to all municipalities in the Province of Ontario as well as Ontario Small Urban Municipalities (OSUM) and Association of Municipalities of Ontario (AMO).

Grey County Council respectfully requests consideration of this resolution.

Yours truly,

Sharon Vokes
Clerk/Director of Council Services
sharon.vokes@grey.ca
www.grey.ca

cc. Glenn Thibeault, Minister of Energy by email: gthibeault.mpp.co@liberal.ola.org
AMO by email: amo@amo.on.ca
OSUM by email: lmccabe@goderich.ca
K. Wepler, Director of Finance
All Ontario Municipalities
Bill Walker, MPP Bruce Grey Owen Sound by email: bill.wlker@pc.ola.org
Jim Wilson, Simcoe Grey MPP by email: jim.wilson@pc.ola.org



Township of North Frontenac

6648 Road 506
P.O. Box 97, Plevna, Ontario K0H 2M0
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352
www.northfrontenac.ca

October 27, 2016

Hon Glenn Thibeault
4th Floor, Hearst Block
900 Bay Street
Toronto, Ontario M7A 2E1

Via Email gthibeault.mpp.ca@liberal.ola.org

Dear Mr. Thibeault,

Re: Request for Support for Ontario's Electrical Bills

Further to my letter dated October 20, 2016, there was a clerical error "changes" should have been "change". Below is the amended Resolution. I apologize for any inconvenience.

Moved by Councillor Hermer, Seconded by Councillor Martin #480-16

WHEREAS 570,000 Ontario consumers are unable to maintain a paid up balance of their electrical bills;

AND WHEREAS 50,000 to 60,000 consumers have had their service disconnected due to unpaid balance;

AND WHEREAS we are in the fall heating season and approaching the winter season;

AND WHEREAS we are the only Province in Canada to be subject to these charges;

THEREFORE BE IT RESOLVED THAT we request that these charges be removed from consumer's electrical bills to make it more affordable and more comparative to other Provinces;

AND THAT this Resolution be circulated to Minister of Energy; Premier; Randy Hillier, MPP; and all Ontario Municipalities.

Carried

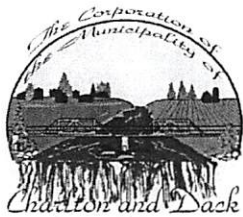
If you have any questions or concerns, please do not hesitate to contact me.

Yours truly,

Tara Mieske

Tara Mieske
Clerk/Planning Manager
TM/bh

c.c. All Ontario Municipalities



MUNICIPALITY OF CHARLTON AND DACK

Resolution of Council

MOVED BY:

Julie Veerman

MOTION NO: 16-271

SECONDED BY:

Jim Huff

DATE: October 24th, 2016

WHEREAS the Ministry of Municipal Affairs has implemented a new requirement that anyone wishing to run for office on a council must submit the signatures of 25 voters supporting the nomination;

AND WHEREAS in many small municipalities it has become increasingly difficult to attract councillors and this requirement will discourage qualified and new candidates;

AND WHEREAS in rural communities accessibility is even more difficult and infringes Ontarians with Disabilities (AODA);

AND WHEREAS the Province has stated that they want to encourage more local decision making.

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Charlton and Dack request the Province to re-evaluate this requirement and allow it to be an optional local decision to avoid negative consequences to many municipalities.

FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs, the Critics for Municipal Affairs, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, and all municipalities in the Province of Ontario for consideration.

<input checked="" type="checkbox"/>	CARRIED
<input type="checkbox"/>	DEFEATED
<input type="checkbox"/>	DEFERRED

Signature of Presiding Officer: M. N. Bond

DIVISION VOTE

Position	Name	Yeas	Nays
Councillor	Chauncey Corley	Certified to be a true copy from the Corporation of the Municipality of Charlton and Dack, passed in Council on the <u>24</u> day of <u>October</u> , 20 <u>16</u> .	
Councillor	Jim Huff		
Councillor	Debbie Veerman		
Councillor	Clem Yantha		
Reeve	Merrill Bond		

Dan Thibeault, Clerk Treasurer CAO
Municipality of Charlton and Dack

DECLARATION OF CONFLICT OF INTEREST

declared their interest, abstained from the discussion and did not vote on the question.



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Kenilworth, ON N0G 2E0

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519.848.3620
1.866.848.3620 FAX 519.848.3228

088

Plan to
Simply Explore.

www.simplyexplore.ca

November 2, 2016

I seek support from Council to direct staff to organize a Town Hall mid-term update, to provide residents with information on the Community Growth Plan, with the initial meeting to take place in the upper hall at the Arthur Arena.

Councillor Steve McCabe

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

BY-LAW NUMBER 081-16

**BEING A BY-LAW TO SET REMUNERATION FOR MEMBERS OF COUNCIL AND
TO REPEAL BY-LAW 1-14**

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

1. That for the calendar year 2017 and 2018 Council members receive the following annual remuneration for attendance at Regular and Special Council, Committee, Ad Hoc, Committee of Adjustment, Court of Revision and Public meetings:

Mayor	\$27,000.00
Councillor	\$17,000.00
2. One third of the remuneration paid to the elected members of Council is hereby deemed as expenses incident to the discharge of their duties as members of the Council.
3. Remuneration shall be paid to the members of Council monthly and shall be paid by direct payroll deposit.
4.
 - a) Members are paid \$800.00 in November of each year to compensate for travel expenses within the municipality.
 - b) Members are paid a mileage rate of 50¢/km to compensate for travel expenses outside of municipality.
5. This by-law shall come into force on and take effect upon its final passing.
6. That by-law 1-14 is repealed effective December 31, 2016

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7TH
DAY OF NOVEMBER, 2016.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 082-16

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP
OF WELLINGTON NORTH TO PROVIDE FOR DRAINAGE WORKS
IN THE TOWNSHIP OF WELLINGTON NORTH FOR DRAIN 64**

WHEREAS the Council of the Township of Wellington North has procured a report under sections 4 and 8 of the *Drainage Act* for the improved drainage for parts of Lot 2, Concession 6 and part of Lots 2 and 3, Concession 7, formerly West Luther, now the Township of Wellington North.

AND WHEREAS the report dated September 30, 2016 and Addendum #1 dated October 17, 2016, has been authored by K. Smart Associates Limited and the attached report forms part of this by-law;

AND WHEREAS the estimated total cost of constructing the drainage works, including engineering costs, is \$146,580.00;

AND WHEREAS \$27,525.00 is being assessed to the Township of Wellington North (former West Luther) for assessment on roads in the municipality;

AND WHEREAS \$119,055.00 is being assessed to the landowners within the Township of Wellington North;

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

THAT the report dated September 30, 2016 and Addendum #1 dated October 17, 2016, authored by K. Smart Associates Limited is hereby adopted and the drainage works therein is hereby authorized and shall be completed as set out in the report;

AND FURTHER THAT this By-law shall take effect and become in full force and effect upon the day of third reading and passage thereof.

READ A FIRST TIME THIS 7TH DAY OF NOVEMBER, 2016

READ A SECOND TIME THIS 7TH DAY OF NOVEMBER, 2016.

ANDY LENNOX, MAYOR

KARREN WALLACE, CLERK

READ A THIRD TIME AND FINALLY PASSED THIS DAY OF 201

ANDY LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 083-16

BEING A BY-LAW TO AMEND BY-LAW 5000-05 BEING A BY-LAW TO REGULATE THE PARKING OR STOPPING OF VEHICLES ON HIGHWAYS, PUBLIC PARKING LOTS AND IN SOME INSTANCES, PRIVATE PROPERTY WITHIN THE TOWNSHIP OF WELLINGTON NORTH

Whereas the Township of Wellington North has adopted parking by-law 5000-05 as amended.

AND WHEREAS the Council of the Corporation of the Township of Wellington North deems it desirable to amend by-law 5000-05 as follows:

Insert:

Definitions:

1. "boulevard" means a portion of every road allowance which is not used as a sidewalk, driveway, travelled roadway or shoulder including any area where grass is growing or is seeded, or where an earth surface exists"

"shoulder" means that portion of every highway which abuts the roadway and which is designed and intended for passage and stoppage of motor vehicles which extends no more than 3.6 metres in width from the limit of the roadway.

Parking Offences

9. Within the Township of Wellington North,

9.40 No person shall park a vehicle on a boulevard.

9.41 No person shall park a vehicle on the shoulder of a roadway.

Replace Schedules E, F and G with the Schedules attached hereto.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 7TH DAY OF NOVEMBER, 2016.**

ANDREW LENNOX, MAYOR

KARREN WALLACE CLERK

Schedule "E"
No Parking Zones

Arthur

Highway	Side(s)	Between	Time
Smith St.	West	From Wells St. to Clark St.	Anytime
Smith St.	West and East	From Frederick St. to a point ± 74 metres north of Frederick	Anytime
George St.	West and East	From a point ± 46 metres north of Francis to a point ± 71 metres south of Francis	Anytime
Frederick St. West	North	From a point ± 38 metres west of Smith to Edward	Anytime
Frederick St. East	North	From Tucker St. to Domville St.	Anytime

No Parking Certain Times - Arthur

Highway	Side(s)	Between	Time
Any Street	Both		Nov. 1 st to March 31 st 2 a.m. to 6 a.m.

Schedule "E"
No Parking Zones - Continued

Mount Forest

Highway	Side(s)	Between	Time
Main St. (Hwy. #6)	Both	Birmingham St. to a point ± 160 metres north of Sligo Rd.	Anytime
Main St. (Hwy. #6)	Both	Queen St. (Hwy #89) to Murphy St.	Anytime
Queen St. (Hwy 89)	South Side	Main St. to York St.	Anytime
Queen St. (Hwy 89)	Both	Main St. to Cork St.	Anytime
John St.	Both	Queen Street West south to Waterloo Street a distance of ± 191 metres (except the east side of John Street from a point ± 79 metres south of Queen Street to a point ± 89 metres south of Queen Street – for Mail pickup and delivery)	Anytime
Dublin St.	West	Queen St. to a point ± 35 metres South of Queen St.	Anytime
Dublin St.	West	28 metres north from Princess Street	Anytime
Dublin St.	East	Prince Ann St. to Prince Charles St.	Anytime
King St.	North	Egremont St. to a point ± 60 metres East of Egremont St.	Anytime
Parkside Dr.	West	Grant St. to a point ± 19 metres south of Grant St.	Anytime
Egremont St.	West	Birmingham St. to Wellington St.	Anytime

Schedule "E"
No Parking Zones - Continued

Mount Forest

Wellington St.	South	Main St. to Fergus	Anytime
Wellington St.	North	Main St. to a point ±40 metres west of Main St.	Anytime
Sligo Road West Wellington Road 6	North and South	Main Street to Foster Street	Anytime
Wellington St.	South	Main St. to a point ±58 metres west of Main St.	Anytime
Durham St.	South	Weber St. to Main St.	Anytime

No Parking Certain Times – Mount Forest

Highway	Side(s)	Between	Days/ Time
Any Street	Both		Nov 1 to March 31 th 2 a.m. to 6 a.m.

Schedule "F"
No Stopping Zones

Arthur

Highway	Side(s)	Between	Days/Time
Walton Street	East	From Conestoga St. south to a distance of \pm 100 metres	Mon. – Fri. 8 a.m. – 9 a.m. and 3 p.m. – 4 p.m.
Walton Street	West	From the rear school entrance driveway south to a distance of \pm 13 metres	

Mount Forest

Highway	Side(s)	Between	Days/Time
Durham St.	North	Foster St. to a point \pm 230 metres west of Foster St.	Mon. – Fri. 8 a.m. – 9 a.m. and 3 p.m. – 4 p.m.
Durham St.	North	From Foster St. west to a point \pm 69 metres	Mon. – Fri. 8 a.m. – 9:30 a.m. and 2.30 p.m. – 4 p.m.
John St.	Both	Queen Street West south to Waterloo Street a distance of \pm 191 metres (except the east side of John Street from a point \pm 79 metres south of Queen Street to a point \pm 89 metres south of Queen Street – for Mail pickup and delivery)	Anytime
Parkside Dr.	East	York St. to Queen St. (Hwy 89)	Mon. – Fri. 8 a.m. – 5 p.m.
York St.	North	Parkside Dr. to Peel St.	
York St.	South	Parkside Dr. to Peel St.	Mon. – Fri. 8 a.m. – 9.30 a.m. and 2.30 p.m. – 4 p.m.

Schedule "F"
No Stopping Zones-Continued

Mount Forest

Normanby St.	East	From Durham St. south to a distance of \pm 155 metres	
Irwin Lytle Drive	East	From Sligo Road north to a distance of \pm 33 metres and \pm 94 metres	8 a.m. – 4 p.m.
Irwin Lytle Drive	West	From Sligo Road north to a distance of \pm 61 metres and \pm 114 metres	

**Schedule “G”
School Bus Loading Zones**

Arthur

Highway	Side(s)	Between	School
Georgina	West	A point ± 98 metres south of Frederick to a point ± 140 metres south of Frederick St.	Former St. John's R.C.S. School
Conestoga	South	A point ± 108 metres East of Smith to Walton St.	

Mount Forest

Highway	Side(s)	Between	School
Durham St.	North	Foster St. to a point ± 230 metres west of Foster St.	Victoria Cross Public School
York St.	North	Parkside Dr. to Peel St.	St. Mary's Catholic School
Parkside Dr.	East	York St. to a point ± 40 metres north of York St.	St. Mary's Catholic School

The Township of Wellington North

By-law 5000-05
Short Form Wordings and Schedule of Fines
(Page 1 of 3)

Part II Provincial Offences Act

Item	Short Form wording	Provision Creating or Defining Offence	Voluntary Payment (within 15 days)	Set Fine
1.	Park in no parking zone	9.1	\$20.00	\$30.00
2.	Park within 1 metre of driveway	9.2	\$20.00	\$30.00
3.	Park in front of driveway	9.3	\$20.00	\$30.00
4.	Park in fire route	9.4	\$20.00	\$30.00
5.	Park within 3 metres of fire hydrant	9.5	\$20.00	\$30.00
6.	Park left wheels to curb	9.6	\$20.00	\$30.00
7.	Overtime parking	9.7	\$20.00	\$30.00
8.	Park in no parking zone - prohibited time	9.8	\$20.00	\$30.00
9.	Park further than 0.15 metres from curb	9.9	\$20.00	\$30.00
10.	Park 2am to 6 am	9.10	\$20.00	\$30.00
11.	Park not within guidelines	9.11	\$20.00	\$30.00
12.	Park on highway in excess of 24 consecutive hours	9.12	\$20.00	\$30.00
13.	Park on municipal parking lot in excess of 24 consecutive hours	9.13	\$20.00	\$30.00
14.	Park in temporary no Parking zone	9.14	\$20.00	\$30.00
15.	Park on sidewalk	9.15	\$20.00	\$30.00
16.	Park in intersection	9.16	\$20.00	\$30.00
17.	Park within 9 metres of intersection	9.17	\$20.00	\$30.00
18.	Park in taxicab stand	9.18	\$20.00	\$30.00

The Township of Wellington North

By-law 5000-05
Short Form Wordings and Schedule of Fines
(Page 2 of 3)
Part II Provincial Offences Act

19.	Park in school bus loading zone	9.19	\$20.00	\$30.00
20.	Park in pedestrian crossover	9.20	\$20.00	\$30.00
21.	Park within 9 metres of pedestrian crossover	9.21	\$20.00	\$30.00
22.	Park in crosswalk	9.22	\$20.00	\$30.00
23.	Park within 9 metres of crosswalk	9.23	\$20.00	\$30.00
24.	Park opposite boulevard	9.24	\$20.00	\$30.00
25.	Park - fail to leave 3 metres of roadway clear	9.25	\$20.00	\$30.00
26.	Park roadway side of parked vehicle	9.26	\$20.00	\$30.00
27.	Park in bus stop	9.27	\$20.00	\$30.00
28.	Park in order to repair, wash or maintain vehicle	9.28	\$20.00	\$30.00
29.	Park on bridge	9.29	\$20.00	\$30.00
30.	Park - obstruct access ramp	9.30	\$20.00	\$30.00
31.	Angle park - not within markings	9.31	\$20.00	\$30.00

The Township of Wellington North

By-law 5000-05
Short Form Wordings and Schedule of Fines
(Page 2 of 2)

Part II Provincial Offences Act

	Description of Offence	By-law Section	Voluntary Payment (within 15 days)	Set Fine
32.	Park in disabled person parking space	9.32	N/A	\$300.00
33.	Park commercial vehicle Between 1 am - 6 am	9.33	\$20.00	\$30.00
34.	Park commercial vehicle On municipal parking lot	9.34	\$20.00	\$30.00
35.	Park within 15 metres of Railroad crossing	9.35	\$20.00	\$30.00
36.	Park in designated parking space - no permit	9.36	N/A	\$300.00
37.	Park - interfere with snow removal	9.37	\$20.00	\$30.00
38.	Park facing wrong way on one way street	9.38	\$20.00	\$30.00
39.	Park further than 0.15 metres from curb on 1 way street	9.39	\$20.00	\$30.00
40.	Park vehicle on Boulevard	9.40	\$20.00	\$30.00
41.	Park vehicle on shoulder of road	9.41	\$20.00	\$30.00
42.	Stop in no stopping zone	10.1	\$20.00	\$30.00
43.	Stop - roadway side of parked vehicle	10.2	\$20.00	\$30.00
44.	Stop within 9 metres of intersection	10.3	\$20.00	\$30.00
45.	Stop in bus stop	10.4	\$20.00	\$30.00
46.	Stop in school bus loading zone	10.5	\$20.00	\$30.00
47.	Stop with left wheels to curb	10.6	\$20.00	\$30.00

Note: The penalty provision for the offences indicated above is Section 4 of By-law No. 5000-05, a certified copy of which has been filed.



October 13, 2016

In This Issue

- Attend a Town Hall meeting on OMB Reform.
- Community Infrastructure Partnership Project.
- Change-Challenge-Opportunity: Dec 2, 2016.
- Energy Now and Into the Future.
- Hockey (and budget) season is upon us!
- Winter tires save lives & money.
- Partners for Action's Flood Smart Canada sparks conversation on flood risk.

Provincial Matters

Staff from the Ministry of Municipal Affairs and the Ministry of the Attorney General will be on site to answer questions about the various components of the OMB review. If you can't attend in person, written feedback is due by December 19, 2016.

Federal Matters

The Federation of Canadian Municipalities has announced a new Community Infrastructure Partnership Project. Municipalities and First Nations wanting to establish joint solid waste management projects are invited to apply. This initiative is intended to enhance the capacity of participating First Nations and adjacent municipalities to develop and implement joint solid waste management municipal type service agreements.

AMO, LAS and ROMA Events

Change-Challenge-Opportunity: the 2016 Ontario West Municipal Conference program is now online. Discover who will be on the main stage and what topics will be covered in the concurrent sessions today! Click here to learn more and to register online. See you at the Best Western Plus Lamplighter Inn on December 2, 2016.

Energy Now and Into the Future (November 3 and 4, Holiday Inn Toronto Airport). This robust two-day program brings local and international perspectives on topics such as distributed generation, building retrofits, Germany's renewable energy economy, and the economy of the future. Check out the full program and register today, space is limited to 150 municipal champions. Will you be one of them?

LAS

It's that time of year again when arenas come alive with the sounds of hockey! Improve the efficiency and enjoyment of these important community buildings with the LAS Recreation Facility LED Lighting Program. Contact Ashley Remeikis and include LEDs in your 2017 budget!

Members of the LAS/Cowan Home & Auto Insurance Program already enjoy savings up to 25% off their personal insurance rates, but can save even more! If you are a member and equip your vehicle with snow tires during the winter, contact Cowan Insurance Group for a further 5% discount on your auto insurance.

Municipal Wire*

Flood Smart Canada surveyed 2,400 households to better understand flood risk, responsibility for protecting residential properties before a flood, and responsibility for recovery and repair after a flood. Respondents were from high-risk areas, but when asked if their home was in a designated flood risk area, only 5.6% said yes while 13.5% said they were vulnerable to flooding. Half of respondents were unsure if their home insurance policy covered damages. Add [Flood Smart Canada](#) to your website and spark conversation about flood risk.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watch File Team](#), Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[Media Inquiries](#), Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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October 20, 2016

In This Issue

- Energy Symposium now 75% sold out.
- Remembrance Day - new provincial initiative.
- Municipal Immigration Programs - 2016 Call For Proposals
- Programmes d'immigration à l'échelle municipale - 2016 Appel de propositions.
- Help develop the next Ontario Long-Term Energy Plan (LTEP).
- Amendments to *Aggregates Resources Act* underway.
- Ontario proposes moratorium on new or expanded water bottling operations.
- Ontario court decision on community mailboxes.
- 2016 Minister's Award for Environmental Excellence
- National Disaster Mitigation Program.
- Request your delegations now for ROMA Conference.
- Update to Ontario West Municipal Conference program.
- One Investment Program adds new interest rate level to HISA.
- Career opportunities with Greater Sudbury and OPS.

AMO Matters

AMO President Lynn Dollin has written to municipalities that have passed resolutions in the past year voicing concerns over energy and climate change challenges to inform them of the Energy Now and Into the Future Symposium. This event will examine tough questions regarding energy and climate change policy and potential solutions to help municipal leaders position their communities for the future. Join the Ministers of Energy and Environment and Climate Change and other experts in a broad ranging, solutions-focused discussion.

Provincial Matters

The Government of Ontario through the Ministry of Citizenship and Immigration is encouraging Ontarians to attend local Remembrance Day ceremonies. A web page has been created with a searchable map that makes it easier to find a ceremony. Municipalities can forward the date, time, location and website of local ceremonies to andreea.iacob2@ontario.ca by October 26.

The Ministry of Citizenship and Immigration invites municipalities to submit proposals that support the Ministry in attracting and integrating newcomers into communities across Ontario. Submission deadline 4 pm, November 18, 2016.

Le ministère des Affaires civiques et de l'Immigration lance un appel aux municipalités à soumettre des propositions qui soutiennent les objectifs du Ministère à attirer et à intégrer les nouveaux arrivants dans les collectivités de l'Ontario. Date limite pour présenter une demande : 18 novembre 2016 à 16h.

Ontario is seeking input to the LTEP to maintain a reliable supply of clean, affordable electricity. Get involved by visiting Ontario.ca/EnergyTalks, or attend a consultation meeting or send in a written submission on the Environmental Registry. A discussion guide is available.

A summary of the bill to amend the *Aggregates Resources Act*, along with the *Mining Act* was posted to the EBR. Many of the amendments were suggested in the "Blueprint" document released last year. Comments are due by December 5th. The fees issue is under study and will be dealt with by regulation next year.

The Ministry of Environment and Climate Change is consulting on a moratorium on new or expanded water bottling operations. The move is the first step in examining rules in the Permit to Take Water program which regulates water extraction in Ontario. For more information, see Ontario [news release](#).

The Ontario Court of Appeal [reaffirmed](#) Canada Post's authority to locate community mailboxes on roadways. The City of Hamilton appealed an Ontario Court decision in 2015 that ruled against the City's bylaw regulating the installation of equipment on municipal roads. The Court of Appeal confirmed the validity of the subject matter of the bylaw, however it does not apply in matters of constitutional paramountcy.

In celebration of Waste Reduction Week, Ontario is calling on local champions who reduce, reuse and repurpose waste to [apply](#) for the 2016 Minister's Award for Environmental Excellence. This year's award focuses on efforts to recover and reuse waste resources. Examples: recovery of nutrients, repurposing end of life products, or creating a smartphone app to help people track and reduce how much waste they produce.

Federal Matters

Public Safety Canada is accepting proposals for its [National Disaster Mitigation Program](#). The program provides funding to help reduce the risks of flooding in local communities. Proposals are due October 31.

AMO, LAS and ROMA Events

Deadline to make your requests for delegations at the 2017 ROMA AGM and Annual Conference is November 14, 2016. Don't delay [click here](#) to make your request today. While online don't forget to [register for the Conference](#) and book your guest room.

Laura Pettigrew, Senior Counsel, Office of the Ombudsman has been added to the Ontario West Municipal Conference program. Join fellow delegates to hear what she has to say at this one day event coming December 2, Best Western Lamplighter Inn, London. Complete session details and registration [now available online](#).

LAS

The One Investment Program has added a new interest rate level to its HISA. Municipalities now have the opportunity to earn an effective rate of 1.15% on deposits once the total balance surpasses \$250M. The HISA balance already exceeds \$225M and is currently returning 1.1%. With a few more deposits, municipalities can [earn an even higher return while maintaining liquidity](#).

Careers

[Director of Transit Services - City of Greater Sudbury](#). For more information about this position, see [Greater Sudbury Current Employment Opportunities](#). Please indicate the competition number (EO16-482 *Revised) on your resume. Resumes should be submitted by 4:30 p.m., Thursday, November 3, 2016 to: Citizen Services Centre, c/o The City of Greater Sudbury. Fax: 705.673.7219. Email: hrjobs@greatersudbury.ca.

[Manager, Infrastructure Finance Unit - Ontario Public Service](#). Location: Treasury Board Secretariat, Toronto. Please apply online, only, by Thursday, October 27, 2016, by visiting [Ontario Public Service Careers](#) and following the instructions to submit your application.

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October 27, 2016

In This Issue

- What's Next Ontario? - Have your voice heard!
- 2015 AMO Gas Tax Annual Report available now.
- Proposed changes to Ontario's Building Code.
- *Construction Lien Act* Review.
- Great Lakes Guardian Community Fund.
- Help your residents with their winter water woes.
- Peterborough County resolution concerning rising health services costs.

AMO Matters

AMO is hosting four more sessions in Markham, Hamilton, Cornwall and Tweed to discuss our What's Next Ontario? project. These sessions are open to all municipal elected officials and staff. Please visit AMO's What's Next Ontario? [web page](#) for full details on dates, times and how to register. We look forward to seeing you!

Provincial Matters

The Ministry of Municipal Affairs is [proposing changes to the Building Code](#) in two phases. The [first phase](#) will include changes to support the [Long-Term Affordable Housing Strategy update](#), among other changes. Submit comments before December 20th [here](#).

The Ministry of the Attorney General is looking for feedback from AMO soon on the recent [Construction Lien Act Review](#). To participate and learn more, please contact [Amber Crawford](#).

The [Great Lakes Guardian Community Fund](#) provides up to \$25,000 per project to restore and protect the Great Lakes. Municipalities are eligible for funding if they partner with at least one community organization or First Nations/Métis organization. Proposals are due December 1.

Federal Matters

In 2015, 443 Ontario municipalities invested \$586 million from the federal Gas Tax Fund. Learn more in [AMO's 2015 Gas Tax Annual Report](#).

LAS

Cold winter weather can result in frozen water lines in your municipality, leaving residents without water for days or weeks at a time. Give your residents peace of mind with a sewer and water line warranty from LAS that will [restore water flow in a fraction of the time](#).

Municipal Wire*

The County of Peterborough [resolution](#) requests the Province to not download any additional or future costs for land ambulance/paramedic services, long term care, or public health.

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Board of Directors Meeting #8/16

September 21, 2016

DIRECTORS PRESENT: Art Versteeg, Jim Campbell, Deb Shewfelt, Alvin McLellan, Wilf Gamble, Alison Lobb, Roger Watt, Matt Duncan, Bob Burtenshaw, David Turton

ABSENT: Paul Gowing

STAFF PRESENT: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Geoff King, Stewardship Services Coordinator
Mat Shetler, Watershed Information Technician
Sarah Fleischhauer, Restoration Technician

1. Call to Order

Chair Art Versteeg called the meeting to order at 7:00 pm outlining the meeting objectives and thanking 1st Vice-Chair Jim Campbell for chairing the July meeting.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Board of Directors meeting #7/16 held on July 20, 2016 have been circulated to the Directors for their information and approval. The Directors agreed with the minutes and this motion followed.

Motion FA #68/16

Moved by: Deb Shewfelt

Seconded by: David Turton

THAT the minutes from the Board of Directors meeting #7/16 held on July 20, 2016 be approved.

(carried)



4. Business Out of the Minutes

- i) Request from the Township of Huron-Kinloss: **Report #46/16** (attached)

At the May Board Meeting, this motion was made. *“THAT staff present a report to the Directors outlining the possible impacts of this request on Maitland Valley Conservation Authority’s services and budget.”*

In Report #46/16, General Manager/Secretary-Treasurer Phil Beard outlined the impact that the proposed request, if approved, would have on MVCA’s services and levy apportionment.

The Board made the following motion.

Motion FA #69/16

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT the Maitland Valley Conservation Authority supports the request from the Municipality of Huron Kinloss to investigate with the Ministry of Natural Resources and Forestry the possibility of transferring the Pine River, Clark and Lakeshore watersheds from Saugeen Valley Conservation Authority’s area of jurisdiction to the Maitland Valley Conservation Authority’s area of jurisdiction.

(carried)

5. Business Requiring Direction

- i) Financial Records Retention Policy: **Report #47/16** (attached)

The Records Retention Policy was last reviewed and updated December 5, 1990. Report #47/16 outlines recommendations for the Board to for updating the Maitland Valley Conservation Authority Records Retention and Disposal Policy so that it will be in conformity with existing legislation.

The following motion was made.

Motion FA #70/16

Moved by: David Turton

Seconded by: Alvin McLellan

THAT the File Retention Policy attached to Report #47/16 be approved as circulated with the amendments as outlined.

(carried)

6. Reports

- a) Chair’s Report

Chair Art Versteeg reported the following to the Directors;

- i) Chair Art Versteeg along with Directors Deb Shewfelt and Jim Campbell met with MPP Lisa Thompson to inform her of the Maitland Valley Conservation Authority recommendations for

Following the presentation, Chair Art Versteeg thanked staff for the informative session.

9. **Review of Meeting Objectives/Follow-up Actions/Next meeting: October 19, 2016 at the Admin. Centre in Wroxeter**

Chair Art Versteeg reviewed the meeting objectives and reminded the Directors of the date of the next meeting.

10. **Adjournment**

The meeting adjourned at 8:23 pm with this motion.

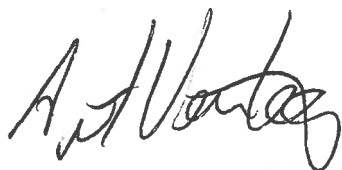
Motion FA #72/16

Moved by: Alison Lobb

Seconded by: Bob Burtenshaw

THAT the meeting be adjourned.

carried)



Art Versteeg
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

changes to the Conservation Authorities Act and for a renewed partnership with the Province.¹¹³ Lisa was very receptive to MVCA's and Conservation Ontario's position paper and indicated that she would write a letter to the Ministry of Natural Resources and Forestry outlining her support.

- ii) The Source Protection Committee has a new Chair, Matt Pearson.
- iii) Art will be attending the Conservation Ontario Council meeting being held on September 26th.
- iv) Bruce Power is holding a media launch for their Electric Vehicle Recharging Station program on September 27th at MVCA's office.

b) Director's Reports

Director David Turton reported that the 2016 IPM was very successful due to a combination of factors; good weather, great attendance, amazing exhibits and a lot of help from volunteers.

Director Bob Burtenshaw reported that he and Phil Beard attended the Perth East Council Meeting to present the Maitland Valley Conservation Authority 2016-2018 Work Plan and that the presentation was well received by council.

7. Consent Agenda

The following items were circulated to the Board of Directors for their information.

- i) Work Plan Progress Report/2016 Budget Update: **Report #48A/16 & #48B/16** (attached)
- ii) Funding Agreements Signed: **Report #49/16** (attached)
- iii) Revenue and Expenditures for June, July and August: **Report #50/16** (attached)
- iv) Correspondence: For Directors' Information
 - i) Letter from North Perth: supporting response to MNRF on CA Act Review
 - ii) Letter from Howick Township: supporting response to MNRF on CA Act Review
 - iii) Letter from Mapleton Re: Conservation Authorities Act: Proposed Priorities for Renewal be received for information

The following motion was made.

Motion FA #71/16

Moved by: Deb Shewfelt

Seconded by: Matt Duncan

THAT reports #48/16 through #50/16 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

8. **Board Education Session "Water Quality Trends/Best Management Practices: Geoff King, Watershed Stewardship Services Coordinator/Mat Shetler, Watershed Information Technician.**

Staff outlined water quality trends and how our changing climate change is increasing the potential for non-point source pollution to occur in waterways and along the Lake Huron shoreline. Staff also outlined how non-point source pollution can be prevented and treated using a variety of best management practices. Key practices being, keeping the soil covered, buffering watercourses and through rural storm water management systems.

ONTARIO ENERGY BOARD NOTICE TO CUSTOMERS OF UNION GAS LIMITED

Union Gas Limited applied to change its natural gas rates effective January 1, 2017.

Learn more. Have your say.

Union Gas Limited applied to the Ontario Energy Board to change its natural gas rates effective January 1, 2017.

A portion of the change is set using a formula previously approved by the Ontario Energy Board for the period 2014-2018. The formula is tied to inflation and other factors intended to promote efficiency.

Some customers are also impacted by Union Gas Limited's proposal for a new Customer Managed Service for new and existing Union South Rate T2 customers. Union Gas Limited's application also includes the implementation of the Union North Cost Allocation and Rate Design and the Parkway Delivery Commitment Incentive, both of which were previously approved by the Ontario Energy Board.

If the application is approved, an average residential customer of Union Gas Limited would see the following service areas changes and annual impacts.

Previous Service Area	New Service Area	Annual Change
South	South	\$13.35
Fort Frances	North West	-\$8.05
Northwestern	North West	\$17.55
Northern (Union SSMDA)	North West	-\$28.75
Northern (Union NDA)	North East	-\$11.17
Eastern	North East	-\$50.33

THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING

The Ontario Energy Board (OEB) will hold a public hearing to consider Union Gas' request. We will question the company on its case for a rate change. We will also hear questions and arguments from individual customers and from groups that represent Union Gas' customers. At the end of this hearing, the OEB will decide what, if any, rate changes will be allowed.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

BE INFORMED AND HAVE YOUR SAY

You have the right to information regarding this application and to be involved in the process.

- You can review Union Gas' application on the OEB's website now.
- You can file a letter with your comments, which will be considered during the hearing.
- You can become an active participant (called an intervenor). Apply by **October 24, 2016** or the hearing will go ahead without you and you will not receive any further notice of the proceeding.
- At the end of the process, you can review the OEB's decision and its reasons on our website.

The OEB intends to consider cost awards in this proceeding that are in accordance with the *Practice Direction on Cost Awards* and only in relation to Union Gas' proposals on the Rate T2 Customer Managed Service, the Union North Cost Allocation and Rate Design Implementation and the Parkway Delivery Commitment Incentive.

LEARN MORE

Our file number for this case is **EB-2016-0245**. To learn more about this hearing, find instructions on how to file letters or become an intervenor, or to access any document related to this case, please enter the file number **EB-2016-0245** on the OEB website: www.ontarioenergyboard.ca/participate. You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

ORAL VS. WRITTEN HEARINGS

There are two types of OEB hearings – oral and written. The OEB will determine at a later date whether to proceed by way of a written or oral hearing. If you think an oral hearing is needed, you can write to the OEB to explain why by **October 24, 2016**.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and email address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.

This rate hearing will be held under section 36 of the Ontario Energy Board Act, S.O. 1998 c.15 (Schedule B).



133 Frederick St W
Aurora Ont
N0G 1A0

Oct 24, 2016

Dear Council Members

I am writing in regards to the audible signals for the traffic lights in Aurora. They are very helpful. I am now able to cross the busy streets with more confidence. This gives me an increased sense of independence and mobility.

Truly Thank you very much. Yours
Sincerely (do for) Judy Chapman & Spence

RECEIVED

OCT 26 2016

TWP. OF WELLINGTON NORTH



XCG CONSULTANTS LTD.

T 905 829 8880 F 905 829 8890 | toronto@xcg.com

2620 Bristol Circle, Suite 300, Oakville, Ontario, Canada L6H 6Z7

Date: October 26, 2016 **XCG File No.: 3-3167-01-01**

To: Mr. Matthew Aston and Mr. Barry Trood, Township of Wellington North (Township)

From: XCG Consultants Ltd. (XCG)

Re: Arthur Wastewater Treatment Plant Class Environmental Assessment Progress Update

In 2012, the Township of Wellington North (Township) initiated a project to identify the most cost-effective, environmentally sound, and sustainable approach to provide wastewater treatment capacity to accommodate future growth in the community of Arthur. This project was undertaken through the Municipal Class Environmental Assessment (Class EA) process. In general, the Class EA process identifies and assesses possible adverse effects to the environment caused by infrastructure projects. There are five phases to the Class EA process, namely:

- Phase 1: Identify potential or existing environmental problems.
- Phase 2: Identify potential solutions to the environmental problems.
- Phase 3: Examine different methods and processes that can be used to resolve the problems.
- Phase 4: Summarize the work completed in Phases 1 to 3 in an Environmental Study Report (ESR) and place on public record for 30 days.
- Phase 5: Project is implemented.

This project was identified as a 'Schedule C' activity under the Class EA process, and therefore required completion of all phases. XCG Consultants Ltd. (XCG), in association with D.C. Damman & Associates and R.J. Burnside & Associates Ltd., were retained by the Township to provide engineering and project management services for the Class EA.

On August 17, 2016, the completed ESR for this project was placed on public record for a 30-day review period. During the public review period, the Township received only minor comments regarding the content of the ESR, all of which were quickly resolved. As such, the Township has satisfied all requirements up to Phase 4 of the Class EA process, and may proceed with the preliminary design, detailed design, and construction of the proposed works as described in the ESR.

XCG is currently providing the Township support for the 'Letter of Interest' and 'Request for Proposal' processes with a goal of recommending, in consultation with Township staff, a qualified and capable engineering and project management service provider to complete the detailed design and construction required to implement the upgrades and re-rating of the Arthur WWTP.

Ministry of Citizenship and
Immigration

Minister
6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre
6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 325-6200
Télééc.: (416) 325-6195



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OCT 31 2016

TWP. OF WELLINGTON NORTH

October 2016

Dear Friends,

It is my pleasure to send you this call for nominations for the **June Callwood Outstanding Achievement Award for Voluntarism in Ontario.**

Volunteers play a significant role in leading and supporting service delivery in their communities. They lay the foundation for a strong and dynamic province. This award recognizes exceptional leadership, innovation and creativity in voluntarism and community service. Recipients of this award can include individual volunteers, volunteer groups, businesses and other organizations which have made outstanding contributions to their communities and the province.

New this year, is the Excellence in Volunteer Management category. Recipients of this award category can include individuals or groups of volunteer managers from not-for-profit and charitable organizations.

Here is what you need to know in order to submit a nomination for this award program:

- a) Visit ontario.ca/honoursandawards.
- b) Click on the **June Callwood Outstanding Achievement Award** icon.
- c) Download the appropriate PDF form.
- d) Read the eligibility criteria and instructions carefully.
- e) Fill out the form, then submit it no later than December 5, 2016. Instructions for submitting your package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391.

I hope you will take this opportunity to ensure that outstanding volunteers and volunteer managers across the province receive the recognition they deserve.

Thank you for your attention to this important recognition program.

Sincerely,

A handwritten signature in cursive script that reads "Laura Albanese".

Laura Albanese
Minister

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

BY-LAW NUMBER 084-16

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 NOVEMBER 7, 2016.

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 November 7, 2016 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 7TH DAY OF NOVEMBER, 2016.**

**ANDREW LENNOX
MAYOR**

**KARREN WALLACE
CLERK**

MEETINGS, NOTICES, ANNOUNCEMENTS

Friday, November 11, 2016	Remembrance Day Parades – Arthur and Mount Forest	10:30 a.m.
Friday, November 11, 2016	Remembrance Day Services Arthur and Mount Forest Cenotaphs	11:00 a.m.
Wednesday, November 16, 2016	Economic Development Committee	4:30 p.m.
Thursday, November 17, 2016	Cultural Roundtable	12:00 p.m.
Monday, November 21, 2016	Public Meeting	7:00 p.m.
Monday, November 21, 2016	Regular Council Meeting	Following Public Meeting
Saturday, November 26, 2016	Arthur Santa Claus Parade	7:00 p.m.
Monday, November 28, 2016	Budget Meeting	4:30 p.m.
Friday, December 2, 2016	Mount Forest Christmas Parade	7:00 p.m.

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

Sign Language Services – Canadian Hearing Society – 1-877-347-3427
- Kitchener location – 1-855-656-3748
TTY: 1-877-843-0368

Documents in alternate forms – CNIB – 1-800-563-2642