

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING AGENDA OF COUNCIL  
DECEMBER 2, 2019 @ 2:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE  
NUMBER**

**CALLING TO ORDER – Mayor Lennox**

**ADOPTION OF THE AGENDA**

Recommendation:

*THAT the Agenda for the December 2, 2019 Regular Meeting of Council be accepted and passed.*

**DISCLOSURE OF PECUNIARY INTEREST**

**O ' CANADA**

**COUNTY COUNCIL UPDATE**

Steve O'Neill, Councillor, Wellington County Ward 4

**PRESENTATIONS**

- |  |     |
|--|-----|
| a. Dick Hibma, Interim General Manager/Secretary and Laura Molson, Manger,<br>Accounting | 001 |
| • Saugeen Valley Conservation Authority 2020 Budget                                      |     |

**ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

- Regular Meeting of Council, November 18, 2019 006

Recommendation:

*THAT the minutes of the Regular Meeting of Council held on November 18, 2019 be adopted as circulated.*

**BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

**OPEN FORUM**

- Review of Wellington North Corporate Strategic Plan in light of KPMG service review.  
Do we need to alter our course?

**ITEMS FOR CONSIDERATION**

**1. MINUTES**

- |  |     |
|--|-----|
| a. Wellington North Cultural Roundtable, November 21, 2019 | 010 |
|--|-----|

Recommendation:

*THAT Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on November 21, 2019.*

**2. PLANNING**

- |   |     |
|---|-----|
| a. Report DC2019-009, Consent Application B73-19 (Allan & Catherine Sharpe) | 013 |
|---|-----|

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive Report DC 2019-009 being a report on Consent Application B73-19 known as Part Park Lot 7 s/s Sligo Rd, w/s Main St (Mount Forest);*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B73-19 as presented with the following conditions:*

- *THAT Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT a Parkland dedication fee be paid (\$1,000 in 2019);*
- *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;*

*AND FURTHER THAT Council authorizes the Development 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.*

### 3. ECONOMIC DEVELOPMENT

- a. Report EDO 2019-029 Community Improvement Program 017

Recommendation:

*THAT Council of the Corporation of the Township of Wellington North receive the Economic Development Officer Community Improvement Program report EDO 2019-029;*

*AND FURTHER THAT Council approve a \$2,500 grant and \$2,500 interest free loan under the Façade Improvement Grant & Loan Program for improvements to the exterior of the building occupied by Harvest Family Thrift at 143 George Street in Arthur;*

*AND FURTHER THAT Council support a \$450.00 grant request under the Downtown Revitalization Blade Signage Grant Program for Harvest Family Thrift.*

### 4. FINANCE

- a. Cheque Distribution Report, November 25, 2019 020

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated November 25, 2019.*

- b. Report TR2019-018 being a report on the Ontario Municipal Modernization Program 023

Recommendation:

*THAT the Council of the Corporation of Township of Wellington North receive for information Report TR2019-016 being a report on the Ontario Municipal Modernization Program*

*AND FURTHER THAT Council support the submission of a Multi-party Expression of Interest (EOI) for the proposed 3<sup>rd</sup> party IT Service Delivery review project for the Township of Wellington North, Town of Minto, Township of Mapleton, Township of Puslinch, Guelph Eramosa Township, The Township of Centre Wellington, and Wellington County.*

### 5. ADMINISTRATION

- a. Report CLK 2019-036 being a report on delegation of authority regarding records management 030

Recommendation:

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2019-036 being a report on delegation of authority regarding records management;*

*AND FURTHER THAT Council delegate to the Clerk, or designate, the authority to administer By-law 092-17 being an information management and records retention policy and make modification to the Retention Schedule from time to time as may be required;*

AND FURTHER THAT the Delegation of Authority Policy be amended to include:

The Clerk, or designate, is hereby delegated authority to administer By-law 092-17 and make modifications to the Retention Schedule from time to time as may be required.

- b. Report CLK 2019-037 Wellington North Staff Donation to Local Food Banks 032

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2019-037 being a report on Wellington North municipal staff donation to local food banks.

## 6. COUNCIL

- a. Sarah Bowers-Peter, Program Coordinator, Crime Stoppers Guelph Wellington, request to proclaim January 8, 2020 as "Crime Stoppers Guelph Wellington Day" 033

Recommendation:

THAT the Council of the Corporation of Township of Wellington North receive the request from Sarah Bowers-Peter, Program Coordinator, Crime Stoppers Guelph Wellington, to proclaim January 8, 2020 as "Crime Stoppers Guelph Wellington Day";

AND FURTHER THAT January 8, 2020 be proclaimed as "Crime Stoppers Guelph Wellington Day" in the Township of Wellington North.

## IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

### ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Recommendation:

THAT all items listed under Items for Consideration on the December 2, 2019 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.

## CONSIDERATION OF ITEMS IDENTIFIED FOR SEPARATE DISCUSSION AND ADOPTION

### NOTICE OF MOTION

### COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Wellington North Safe Communities Committee
- Upper Grand Trailway Wellington Sub Committee
- Wellington North Power
- Mount Forest Homecoming Committee (inactive)

Councillor Burke (Ward 2):

- Mount Forest Aquatic Ad Hoc Advisory Committee
- Mount Forest Downtown Revitalization Committee
- Wellington North Wellness & Team Building Committee
- Mount Forest Business Improvement Area

Councillor Hern (Ward 3):

- Wellington North Cultural Roundtable
- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce

- Arthur Downtown Revitalization Committee
- Arthur BMX/Skateboard Park Advisory Committee
- EarlyON Child and Family Services Committee

Councillor McCabe (Ward 4):

- Recreation & Culture Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee

Mayor Lennox

- Wellington North Power Inc.
- Ex Officio on all committees

## BY-LAWS

- |  |     |
|--|-----|
| a. By-law Number 107-19 being a by-law to establish a delegation of powers and duties by municipal staff in the Township of Wellington North for the purpose of amending retention periods for certain documents and records | 035 |
| b. By-law Number 108-19 being a by-law to authorize an extension agreement with respect to tax arrears proceedings   | 036 |
| c. By-law Number 109-19 being a by-law to amend By-law 047-19 being a by-law to establish the 2020 Fees and Charges for Recreation Services provided by the municipality   | 043 |
| d. By-law Number 110-19 being a by-law to authorize an extension agreement with respect to tax arrears proceedings   | 047 |

Recommendation:

THAT the Corporation of the Council of Township of Wellington North authorize the Mayor and Clerk to enter into an extension agreement with respect to tax arrears proceedings as set out in By-law 110-19 and By-law 108-19.

Recommendation:

*THAT the Corporation of the Council of Township of Wellington North authorize the Mayor and Clerk to sign By-law Number 109-19 being a by-law to amend By-law 047-19 being a by-law to establish the 2020 Fees and Charges for Recreation Services provided by the municipality.*

Recommendation:

*THAT By-law Number 107-19, 108-19, 109-19 and 110-19 be read a First, Second and Third time and enacted.*

## CULTURAL MOMENT

- Celebrating International Christmases 055

## CONFIRMING BY-LAW NUMBER 111-19

056

Recommendation:

*THAT By-law Number 111-19 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 December 2, 2109 be read a First, Second and Third time and enacted.*

## ADJOURNMENT

Recommendation:

*THAT the Regular Council meeting of December 2, 2019 be adjourned at \_\_\_\_:\_\_\_\_.pm.*

## MEETINGS, NOTICES, ANNOUNCEMENTS

Mount Forest Lions Santa Claus Parade	December 6, 2019	7:00 p.m.
BMX/Skateboard Park Ad-Hoc Advisory Committee	December 9, 2019	7:00 p.m.
Recreation and Culture Committee	December 10, 2019	8:30 a.m.
Regular Council Meeting	December 16, 2019	7:00 p.m.
Holiday Administrative Office Closure	December 24, 2019 at	1:00 p.m.
	Reopen January 2, 2019 at	8:30 a.m.
Regular Council Meeting	January 13, 2020	2:00 p.m.
Cultural Roundtable Committee	January 16, 2020	12:00 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**

# Saugeen Valley Conservation Authority

## 2020 Draft Budget



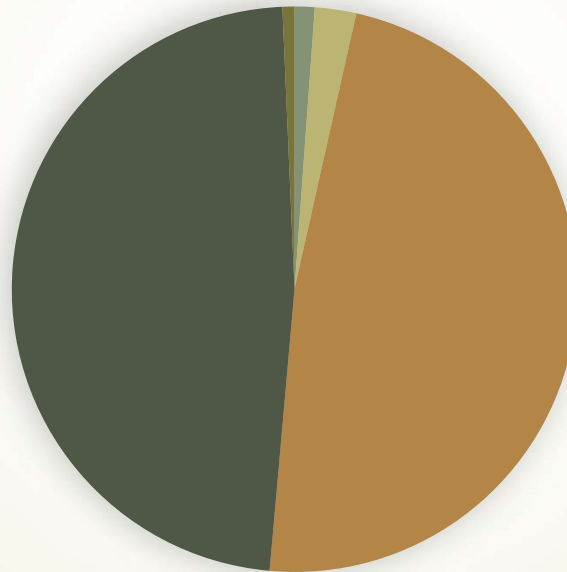


## Budget Progression

- ▶ Staff prepare departmental budgets to present to the Authority members at the September 2019 budget meeting
- ▶ Authority members review individual budgets line by line
- ▶ Apportionment of General Levy is calculated based on assessment figures provided by the Ministry of Environment Conservation & Parks
- ▶ Draft budget is circulated to municipalities in the watershed for a mandatory review period
- ▶ Authority members vote on budget at the December 2019 meeting

2020 Budget is \$3,560,000

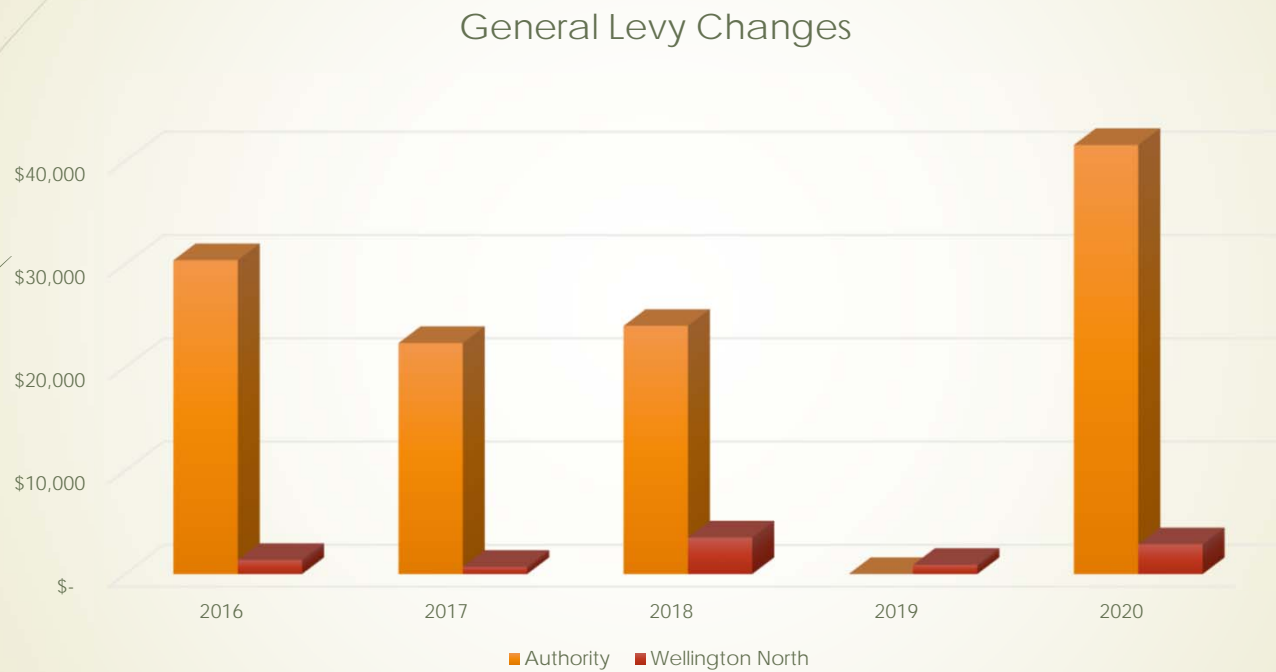
Funding Sources




- Provincial Funding
- Special Levy
- General Levy
- Self Generated
- Reserves



## 2020 General Levy change is \$41,560



Wellington North's General Levy was \$57,870 in 2016. In 2020 it is proposed to be \$65,769.



## Challenges for the 2020 Budget

- ▶ During the 2019 fiscal year the MNRF unexpectedly reduced its annual operating grant by almost half. There has been no guarantee of funding for 2020
- ▶ Authority members remain cautious about relying on continued provincial funding, and have made adjustments to the 2020 budget to reflect the uncertainty
- ▶ The 2020 budget has been prepared as such that if the province does not provide funding in 2020, the Authority will not have to make another request of our municipalities
- ▶ There was no general levy increase in 2019 resulting in a \$28,000 shortfall carry over for 2020
- ▶ Due to increased budget pressures the Agricultural Outreach Program is currently on hold

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING MINUTES OF COUNCIL  
NOVEMBER 18, 2019 @ 7:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

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

<b><u>Absent</u></b>	<b>Councillor:</b>	<b>Dan Yake</b>
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<b><u>Staff Present:</u></b>	<b>Chief Administrative Officer:</b>	<b>Michael Givens</b>
	<b>Director of Legislative Services/Clerk:</b>	<b>Karren Wallace</b>
	<b>Deputy Clerk:</b>	<b>Catherine Conrad</b>
	<b>Director of Operations:</b>	<b>Matthew Aston</b>

**CALLING TO ORDER – Mayor Lennox**

**ADOPTION OF THE AGENDA**

RESOLUTION: 2019-346

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT the Agenda for the November 18, 2019 Regular Meeting of Council be accepted and passed.*

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

**O' CANADA**

**ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

- Public Meeting, November 4, 2019
- Regular Meeting of Council, November 4, 2019

RESOLUTION: 2019-347

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the minutes of the Public Meeting and the Regular Meeting of Council held on November 4, 2019 be adopted as circulated.*

CARRIED

**BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

5a, 6b

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

RESOLUTION: 2019-348

Moved: Councillor Burke

Seconded: Councillor Hern

*THAT all items listed under Items for Consideration on the November 18, 2019 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.*

*THAT the Council of the Corporation of Township of Wellington North receive the Saugeen Valley Conservation Authority, Authority Meeting Minutes, October 3, 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive the Arthur BMX/Skateboard Park Ad-Hoc Advisory Committee.*

*THAT the Council of the Corporation of Township of Wellington North receive Report DC 2019-008 regarding the Final Approval of the Wellington Housing Corporation Site Plan Agreement.*

*THAT the Council of the Corporation of Township of Wellington North receive the Wellington North Fire Service, Communique #72, October 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive the Cheque Distribution Report dated November 13, 2019.*

*THAT the Council of the Corporation of Township of Wellington North receive the Wellington North Power Inc., Quarterly Newsletter – Quarter 3: July 1<sup>st</sup> to September 30, 2019.*

CARRIED

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

RESOLUTION: 2019-349

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2019-024 being a report on the Township's audible pedestrian signals;*

*AND FURTHER THAT Council support and direct staff to have Job Inc. complete the work detailed within the recommendations section of the Triton Engineering Services Limited letter dated October 16, 2019.*

CARRIED

Staff were directed to receive comments from the County of Wellington Accessibility Advisory Committee on audible crossing standards after their December 5, 2019 meeting.

RESOLUTION: 2019-350

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of Township of Wellington North receive the correspondence dated November 12, 2019 from Marcia Wallace, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing, regarding Ontario's new Municipal Modernization Program.*

CARRIED

#### **NOTICE OF MOTION**

#### **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Burke (Ward 2):

On November 5 a meeting was held to wrap up the splashpad fundraising. There are still some inquiries regarding the purchase of pathway bricks. Home Hardware will continue to sell bricks

for \$100 during their Ladies Night and until Christmas. Hopefully this will cover the slight fundraising gap.

The Mount Forest BIA Annual General Meeting was held on November 7 with members of the Mount Forest Downtown Revitalization Committee in also in attendance. They are looking forward to combining the BIA and the committee and having a good core of people moving forward.

Councillor Hern (Ward 3):

There will be a meeting on November 21 with the Arthur Public School Grade 6 Class to discuss the Arthur BMX/Skateboard Park.

The Arthur Chamber of Commerce met last week and reviewed the first draft of the Service Club gateway sign. The draft will be reviewed at the Arthur Downtown Revitalization Committee meeting next week.

Councillor McCabe (Ward 4):

The Saugeen Valley Conservation Authority held their first meeting with the Interim Manager. They will be starting work on the draft budget soon.

Mayor Lennox:

An information meeting was held in Arthur last week regarding the proposed BIA. There were several people in attendance; with a few who opposed the initiative. Work completed by the Downtown Revitalization Committee was reviewed. More discussion is needed about the benefits of a BIA. The borders may be adjusted.

The Louise Marshall Hospital Foundation will hold their donor appreciation and Open House on December 12 at the Mount Forest Greenhouses.

## **BY-LAWS**

- a. By-law Number 102-19 being a by-law to authorize an Easement for Underground Municipal Services (W-S Feed & Supplies Limited – Queen Street)
- b. By-law Number 103-19 being a by-law to authorize and Easement for Underground Municipal Services (Mario Chiodo – Queen Street)
- c. By-law Number 105-19 being a by-law to appoint a Community Emergency Management Coordinator and Alternate(s) Community Emergency Management Coordinator for The Corporation of the Township of Wellington North and repeal By-laws 101-16 and 073-17

RESOLUTION: 2019-351

Moved: Councillor Burke

Seconded: Councillor Hern

*THAT By-law Number 102-19, 103-19 and 105-19 be read a First, Second and Third time and enacted.*

CARRIED

## **CONFIRMING BY-LAW NUMBER 106-19**

RESOLUTION: 2019-352

Moved: Councillor Hern

Seconded: Councillor McCabe

*THAT By-law Number 106-19 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 18, 2019 be read a First, Second and Third time and enacted.*

CARRIED

**ADJOURNMENT**

RESOLUTION: 2019-353

Moved: Councillor McCabe

Seconded: Councillor Hern

*THAT the Regular Council meeting of November 18, 2019 be adjourned at 7 :27 pm.*

CARRIED

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CLERK

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MAYOR



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

**WELLINGTON NORTH CULTURAL ROUNDTABLE COMMITTEE MINUTES  
THURSDAY, NOVEMBER 21ST, 2019 @ 12:00 PM; COUNCIL CHAMBERS, KENILWORTH**

Committee Members Present:

Gail Donald	Linda Hruska, Acting Chair
Bonny McDougall	Robert Macdonald
Gary Pundsack	Penny Rankin
	Lisa Hern, Councillor

Committee Members Absent: Jim Taylor (Decided Florida was a better option!)

Staff Present: Dale Small, Economic Development Officer  
Karren Wallace, Clerk

As no committee meeting is scheduled for December the roundtable celebrated a very early Christmas Lunch before calling the meeting to order!!

#### **CALLING TO ORDER**

Acting Chair Hruska called the meeting to order at 12:15 PM

#### **ADOPTION OF AGENDA**

RESOLUTION WNCR 2019-013

Moved by: Robert Macdonald

Seconded by: Gail Donald

*THAT the Agenda for the November 21<sup>st</sup>, 2019 Wellington North Cultural Roundtable Committee be accepted and passed.*

**CARRIED**

#### **DISCLOSURE OF PECUNIARY INTEREST**

No Disclosure of Pecuniary Interest.

#### **MINUTES OF PREVIOUS MEETING**

- September 19th, 2019 – received by Council October 7<sup>th</sup>, 2019.

#### **BUSINESS ARISING FROM MINUTES**

- Review of 2020 Cultural Moment suggestions moved to later in the agenda

#### **NEW BUSINESS**

Dale Small provided the following updates:

- A review of the 2019 budget and a recommendation that the 2020 budget remain the same with a view to holding the same events
- Thank you notes received from New Growth Family Centre and Fireworks Festival for the donations. New Growth used theirs for a youth music program called Raising our Voices

- Discussion took place on Culture Days
  - 20<sup>th</sup> anniversary of amalgamation was very well attended on the Friday with over 150 people taking part
  - Metz once again had a great event with approx. 100 people participating. Many of the attendees were new and the winning pumpkin was 468lbs
  - Penny indicated there were about 30 that attended the Scottish Dancing
  - The Blacksmith Shop estimated between 250 +300
 Definitely a great weekend & will participate again in Culture Days 2020.
- Farmers Market may be moving to Saturday mornings from Friday afternoons. All vendors at the market are supportive of the change.
- The owners of the old nursing home (465 Dublin) would like some help in tracking down the history of the building. Their plan is to potentially demolish the structure and build something new, with a medical focus, but do not want to lose the history of the building. Penny Renken offered to do some research.

In 2020 the committee agreed meeting on the third Thursday, every two months. Meeting dates were finalized as January 16; March 19; May 21; July 16; September 17; November 19 all with a 12:00 noon start in Kenilworth

2020 Cultural Moment dates and topics finalized as follows:

TOPIC	AUTHOR	DUE TO DALE
Petherton	Bonny	Jan 6
Epoch's Garage & Blacksmith shop	Gail	Feb 3
Women's Institute	Bonny	Mar 2
Monck	Penny	Mar 30
Horticultural Society	Linda	Apr 27
Arthur Lion's Club & Skateboard Park	Mandy	May 25
The Grotto	Gail	July 6
Damascus	Gary	Aug 3
Rothwell Apple Farm	Penny	Sept 7
88.7 The River	Dale	Oct 12
Remembrance Day	Gail	Oct 27 <sup>th</sup>
Family Christmas	Robert	Nov 25 <sup>th</sup>

Committee Members should feel free to submit additional Cultural Moments should they wish as we can always include them in the agenda of the second council meeting each month.



## MOTIONS FOR COMMITTEE APPROVAL

### MEMBERS PRIVILEGE

Gail mentioned that the Arthur Historical Society had Grade 1's visit in advance of Remembrance Day and they were very well received. She circulated bookmarks among the committee.

Penny advised the Conn Presbyterian Church will be holding their Nativity display again this year on December 7<sup>th</sup> and 8<sup>th</sup> between 1 and 3 pm, noting there will be 200+ Nativity Scenes.

Penny & Robert both mentioned they had just come from a Lynes Blacksmith Shop committee meeting. The committee was very pleased with the Culture Days Open House. One of the asks from the Committee was to have the Blacksmith Shop added to our Simply Explore Culture Map. Information to be provided to Bonny to update.

Robert advised the 4-H awards dinner is December 6<sup>th</sup>. He also noted that the Hub is now located at the former Baptist Church and offers a monthly breakfast and cooking classes for youth.

Bonny updated the committee on her work in documenting the monuments at the cemetery, advising she had taken pictures of 3,170 monuments.

Penny and Robert ask to have the Blacksmith Shop included in the cultural mapping for the Township.

Dale updated the committee on the Live to Lead session noting there were about 50 attendees. Plan will be to hold a similar event again in 2020. The committee also reviewed and made a couple of minor edits to the WN advertisement to go into the annual Royal Canadian Legion "Military Service Recognition Book".

### NEXT COMMITTEE MEETING AND ADJOURNMENT

The next Cultural Roundtable Committee meeting is scheduled for Thursday January 16th, 2020 and that the meeting of November 21st, 2019 be adjourned.



## Staff Report

**To:** Mayor and Members of Council Meeting of December 2, 2019  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC2019-009, Consent Application B73-19 (Allan & Catherine Sharpe)

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2019-009 being a report on Consent Application B73-19 known as Part Park Lot 7 s/s Sligo Rd, w/s Main St (Mount Forest);

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B73-19 as presented with the following conditions:

- **THAT** Payment be made of the fee of \$130.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;
- **THAT** a Parkland dedication fee be paid (\$1,000 in 2019);
- **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;

**AND FURTHER THAT** Council authorizes the Development 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 PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

The subject property is geographically known as 351 Foster Street and 310 Sligo Road West, Mount Forest. These two properties have been registered as one;

Proposed severance is 53.3m frontage x 147.7m = 7876.6 square metres (Part 1 on sketch; Appendix A), vacant land for proposed urban residential use.

Retained parcel is 147m frontage x 55.9m = 10527.1 square metres (Part 2 on sketch; Appendix A), existing and proposed industrial use with existing factory, storage building, shop & shed.

### FINANCIAL CONSIDERATIONS

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

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch, Park Lot 7 (Mount Forest)
- APPENDIX B:
  - Zach Prince, Planner  
Planning and Development Department, County of Wellington: Report

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

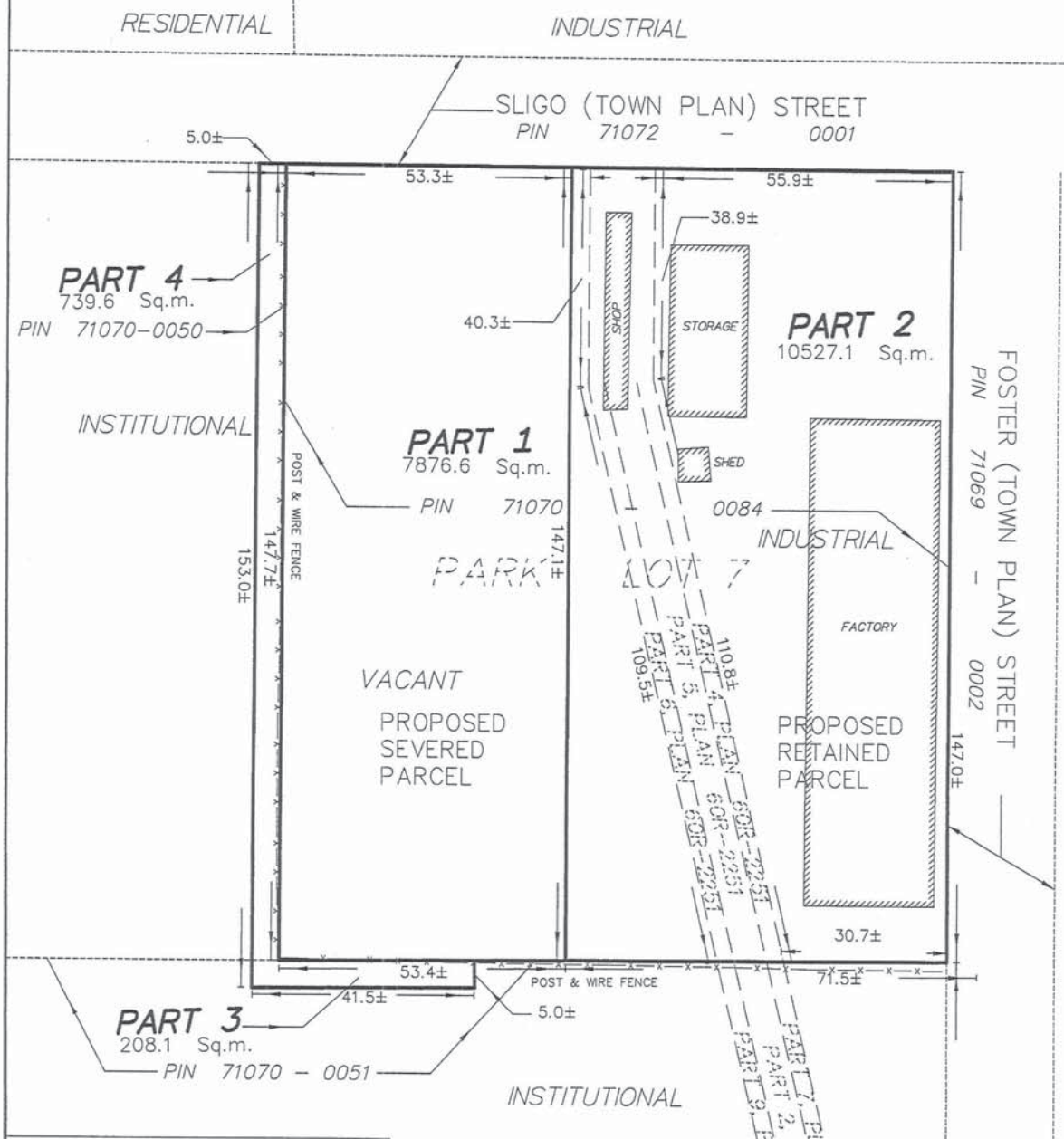
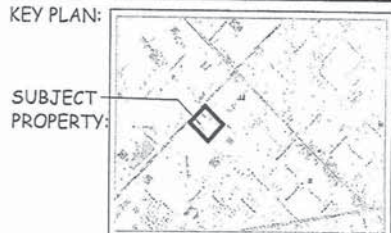
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

APPENDIX "A"

SKETCH FOR SEVERANCE PURPOSES  
 (TOWN OF MOUNT FOREST)  
 TOWNSHIP OF WELLINGTON NORTH  
 COUNTY OF WELLINGTON  
 WILSON-FORD



**NOTES:**  
 ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES AND ARE GEODETIC HAVING BEEN DERIVED FROM GNSS OBSERVATIONS (NAD83 CSRS).  
 DIMENSIONS SHOWN HEREON REPRESENT A COMPILATION OF VARIOUS PLANS AND DEEDS AND DO NOT REFLECT THE RESULTS OF AN ACTUAL CURRENT FIELD SURVEY.



**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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 NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS SKETCH IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF WILSON FORD SURVEYING & ENGINEERING.

THIS SKETCH WAS PREPARED FOR ALAN & CATHERINE SHARPE AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.  
 24 OCTOBER, 2019

GREG FORD, P.Eng(CIVIL)  
 ONTARIO LAND SURVEYOR

**WILSON - FORD**  
 Surveying & Engineering  
 120 KING ST. E., Box 294,  
 MOUNT FOREST ON, N0G 2L0  
 PHONE (519)323-2451  
 PROJECT No.: 19-9140 SHARPE



**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

<b>Application Location</b>	B73/19 Part of Park Lot 7, s/s Sligo Road TOWNSHIP OF WELLINGTON NORTH (Mount Forest)
<b>Applicant/Owner</b>	Allan and Catherine Sharpe

**PRELIMINARY PLANNING OPINION:** This application would sever a vacant 0.78ha (1.9ac) lot in the Urban Centre of Mount Forest. A 1.05ha (2.59ac) lot with an existing industrial use would be retained.

We have no concerns with the application as the property is currently zoned and subject to the current site plan on the property. This application is consistent with Provincial Policy and conforms to the Official Plan; planning staff have no concerns.

**A PLACE TO GROW:** No Issue.

**PROVINCIAL POLICY STATEMENT (PPS):** No Issue.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated RESIDENTIAL and INDUSTRIAL and located within the urban centre of Mount Forest, Section 10.6.2 states that new lots may be created in Urban Centres provided that the land will be appropriately zoned.

The subject property is currently designated as Industrial with the proposed severed portion designated as Residential. The matters under Section 10.1.3 were also considered, including "a) that any new lots will be consistent with official plan policies and zoning regulations." and p) "that provincial legislation and policies are met...". The proposed new lots are already zoned and consistent with Provincial Policy.

**WELL HEAD PROTECTION AREA:** The subject property is located within Wellhead Protection Area C with a Vulnerability Score of 4 and 6. A small portion of the property is located within Wellhead Protection Area D with a Vulnerability Score of 2.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Residential (R3-57) and Industrial (M1), the R3 zone permits Street townhouse and cluster/block townhouses.

In 2017/2018 the property obtained a zone amendment and site plan approval for the development of a 20 unit cluster townhouse development. The consent application is following the same property lines as in the approved zoning by law amendment and site plan application.

**SITE VISIT INFORMATION:** The subject property was visited and photographed on November 22, 2019. Notice Cards were not posted and the applicant has been contacted; the survey sketch appears to meet the application requirements.

Zach Prince MCIP RPP, Planner  
 November 26<sup>th</sup>, 2019



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of December 2nd, 2019  
**From:** Dale Small,  
Economic Development Officer  
**Subject:** EDO 2019-029 Community Improvement Program

### RECOMMENDATION

**THAT** Council of the Corporation of the Township of Wellington North receive the Economic Development Officer Community Improvement Program report EDO 2019-029;

**AND FURTHER THAT** Council approve a \$2,500 grant and \$2,500 interest free loan under the Façade Improvement Grant & Loan Program for improvements to the exterior of the building occupied by Harvest Family Thrift at 143 George Street in Arthur;

**AND FURTHER THAT** Council support a \$450.00 grant request under the Downtown Revitalization Blade Signage Grant Program for Harvest Family Thrift.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

### BACKGROUND

Since 2012 our Community Improvement Plan (CIP) has enabled the Municipality to provide grants to individuals, businesses, organizations, etc. who are making improvements to their buildings all in an effort to support revitalization and redevelopment activities in our community. In 2019, as part of the efforts of our Downtown Revitalization Committee's, a new program supporting the installation of Blade Signage has also been initiated.

To date, eighty-seven applicants have submitted applications for funding. The total dollar value of the overall improvements made in our Community as a result of these applications is conservatively estimated at \$1.4 million and of this amount 81% has been covered by the applicants with the remaining 19% covered by grants/loans under the CIP or Downtown Revitalization Programs. As council is aware grant funding does not get advanced until completion of the project and all approvals expire if the project is not completed within 8 months.

This report contains one application for approval. A site visit was made by the EDO and CBO to confirm eligibility and as a result of this visit the application is recommended for approval by the Community Improvement Program Review Panel (CIPRP).

A brief overview of the application follows:

1. Application from Vanessa Belanger, Company Officer of **Fathers Heart Healing Ministries**. The application is to support the recently opened Harvest Family Thrift at 143 George Street in Arthur. Eligible expenses relate to the installation of signage, removal of old awning, painting of exterior walls, lighting and electrical in window displays and new window blinds. Improvements to the building are currently nearing completion. A copy of the before and after picture, from a signage perspective, is attached.

Exterior BEFORE



Exterior AFTER (photoshopped)



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

In 2019 **\$25,000** in Community Improvement Program funding has been approved in the Economic Development Operating budget and an additional **\$15,000** has been approved from the Wellington County BR+E Implementation Fund.

Additional funding up to \$10,000, to support Blade Signage, has also been approved within our Main Street Revitalization Program.

Including this application, YTD, council have approved **\$88,137** in funding. Of this amount:

- \$30,000 will not be advanced in 2019. We anticipate some of these approvals will expire and the applicants will need to reapply for funding.
- \$ 5,735 is for Blade Signage & funded from the Main Street Revitalization Program
- \$44,902 in grants will be covered from the EDO budget and BR+E Implementation funding
- \$ 7,500 was advanced as loans, to be repaid over the next five years

By far 2019 has been the most popular year for the program and some of this popularity is as a result of the efforts of the Downtown Revitalization Committee specifically as it relates to Blade Signage. To date 10 businesses have/are taking advantage of this program.

As part of the 2020 budget process additional funding is being recommended to support the Community Improvement Program.

<b>ATTACHMENTS</b>
--------------------

N/A

<b>STRATEGIC PLAN 2019 – 2022</b>
-----------------------------------

Do the report's recommendations align with our Strategic Areas of Focus?

XX Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

XX Partnerships

Municipal Infrastructure

XX Alignment and Integration

<b>Prepared By:</b>	Dale Small, Economic Development Officer	<i>Dale Small</i>
<b>Recommended By:</b>	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



11/25/19

**Township of Wellington North**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

---

Cheque Number		74940 to 75040	
Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74940	11/14/19		\$4,300.00
74941	11/14/19	Bell Canada3	\$792.28
74942	11/14/19	Bell Mobility	\$1,636.66
74943	11/14/19	Canadian Safety Equipment	\$78.82
74944	11/14/19	CARQUEST Arthur Inc.	\$89.42
74945	11/14/19	Carson Supply	\$657.66
74946	11/14/19	Canadian Tire #066	\$37.24
74947	11/14/19	CIMA Canada Inc.	\$45,928.52
74948	11/14/19	City of Guelph	\$425.00
74949	11/14/19	Compass Minerals Canada	\$13,588.23
74950	11/14/19	County of Wellington	\$730.00
74951	11/14/19	CW AND COMPANY	\$575.17
74952	11/14/19	Darch Fire	\$1,060.45
74953	11/14/19	Excel Business Systems	\$455.33
74954	11/14/19	FOSTER SERVICES/822498 ONT INC	\$7,503.20
74955	11/14/19	FOXTON FUELS LIMITED	\$1,104.84
74956	11/14/19	Frey Communications	\$312.41
74957	11/14/19	Hach Sales & Service Canada Lt	\$510.08
74958	11/14/19	Hydro One Networks Inc.	\$72.73
74959	11/14/19	International Trade Specialist	\$182.37
74960	11/14/19	J J McLellan & Son	\$956.03
74961	11/14/19	JOB-INC Electric	\$1,030.56
74962	11/14/19	Karl Aitken Carpentry	\$1,900.00
74963	11/14/19	Landmark Municipal Services UL	\$2,034.00
74964	11/14/19	Marquardt Farm Drainage Ltd	\$904.00
74965	11/14/19	Mount Forest Foodland	\$105.44
74966	11/14/19	Michelin North America (Canada	\$5,978.47
74967	11/14/19		\$22.00
74968	11/14/19	Minister of Finance Tile Drain	\$13,844.95
74969	11/14/19	Moorefield Excavating Limited	\$896,182.60
74970	11/14/19	North Wellington Co-op Service	\$361.19
74971	11/14/19	Purolator Inc.	\$131.27
74972	11/14/19	Reeves Construction Ltd	\$43,711.23
74973	11/14/19	ROBERT GIBSON CONSULTING SERVI	\$2,971.90
74974	11/14/19	ROBERTS FARM EQUIPMENT	\$1,753.16
74975	11/14/19		\$2,000.00
74976	11/14/19	SGS Canada Inc.	\$1,706.30
74977	11/14/19	Shred All Ltd.	\$67.80
74978	11/14/19	Sobey Leased Properties	\$2,252.05
74979	11/14/19	Suncor Energy Inc.	\$2,967.38

Cheque Number	Cheque Date	Vendor Name	Cheque Amount
74980	11/14/19	Textile Waste Diversion	\$630.21
74981	11/14/19	Trevor Roberts Auto Repair	\$32.09
74982	11/14/19		\$200.00
74983	11/14/19	Weathered	\$900.00
74984	11/14/19	Wellington Advertiser	\$388.72
74985	11/14/19	Wellington North Power	\$9,683.60
74986	11/14/19		\$150.00
74987	11/14/19		\$150.29
74988	11/14/19	Young's Home Hardware Bldg Cen	\$132.45
74989	11/19/19	ADS Fire Service Pro Inc.	\$8,719.08
74990	11/19/19	ALS Laboratory Group	\$3,338.06
74991	11/19/19	Arthur Home Hardware Building	\$10.67
74992	11/19/19	B. Richardson Transport Ltd.	\$2,084.93
74993	11/19/19	Bell's Creek Tree Farm	\$135.60
74994	11/19/19	Bluewater Chapter OBOA	\$100.00
74995	11/19/19	B M Ross and Associates	\$9,724.22
74996	11/19/19	Broadline Equipment Rental Ltd	\$169.78
74997	11/19/19	Canada's Finest Coffee	\$104.90
74998	11/19/19	CARQUEST Arthur Inc.	\$43.55
74999	11/19/19	Carson Supply	\$184.18
75000	11/19/19	CMT Engineering Inc.	\$977.23
75001	11/19/19	Corporate Express	\$198.80
75002	11/19/19	County of Wellington	\$30,936.00
75003	11/19/19	Cudney Steve	\$150.00
75004	11/19/19	Darch Fire	\$187.91
75005	11/19/19	David McPhee Lawn Care	\$2,062.25
75006	11/19/19	Decker's Tire Service	\$141.25
75007	11/19/19		\$112.99
75008	11/19/19	Dewar Services	\$5,377.67
75009	11/19/19		\$275.00
75010	11/19/19	FOSTER SERVICES/822498 ONT INC	\$4,361.80
75011	11/19/19	Frey Communications	\$2,259.98
75012	11/19/19		\$93.50
75013	11/19/19	Ideal Supply Inc.	\$698.91
75014	11/19/19	International Trade Specialist	\$415.66
75015	11/19/19	Jim's Auto Service	\$236.96
75016	11/19/19	John's Towing	\$542.40
75017	11/19/19		\$203.63
75018	11/19/19	Karl Aitken Carpentry	\$6,800.00
75019	11/19/19	Maple Lane Farm Service Inc.	\$267.49
75020	11/19/19	Marcc Apparel Company	\$8,038.03
75021	11/19/19		\$1,935.00
75022	11/19/19		\$253.08
75023	11/19/19		\$22.00
75024	11/19/19		\$429.40
75025	11/19/19	NEVCO Scoreboard Company	\$140.87

<b>Cheque Number</b>	<b>Cheque Date</b>	<b>Vendor Name</b>	<b>Cheque Amount</b>
75026	11/19/19	North Wellington Co-op Service	\$36.59
75027	11/19/19	O.K. Construction Inc.	\$4,300.00
75028	11/19/19	Pryde Truck Service Ltd.	\$9,504.00
75029	11/19/19	Purolator Inc.	\$4.53
75030	11/19/19	Sacred Heart Church	\$2,500.00
75031	11/19/19		\$68.07
75032	11/19/19		\$982.87
75033	11/19/19	S.T.O.P. Restaurant Supply	\$1,426.25
75034	11/19/19	Suncor Energy Inc.	\$2,767.84
75035	11/19/19	Superior Tire Sales & Service	\$1,689.36
75036	11/19/19	Telizon Inc.	\$741.72
75037	11/19/19	Twp of Wellington North	\$700.04
75038	11/19/19	Wellington North Power	\$111,939.47
75039	11/19/19	Wightman Telecom Ltd.	\$90.28
75040	11/19/19	Young's Home Hardware Bldg Cen	\$75.65
		<b>TOTAL:</b>	<b>\$1,301,747.55</b>



# WELLINGTON NORTH

SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council  
Meeting of December 2, 2019

**From:** Adam McNabb, Director of Finance

**Subject:** Report TR2019-018 Being a report on the Ontario Municipal Modernization Program

### RECOMMENDATION

**THAT** Report TR 2019-018 being a report on the Ontario Municipal Modernization Program be received for information;

**AND FURTHER THAT** Council support the submission of a Multi-party Expression of Interest (EOI) for the proposed 3<sup>rd</sup> party IT Service Delivery review project for the Township of Wellington North, Town of Minto, Township of Mapleton, Township of Puslinch, Guelph Eramosa Township, The Township of Centre Wellington, and Wellington County.

### PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

### BACKGROUND

Intake 1 of the Ontario Municipal Modernization Program is now open and accepting Expressions of Interest for Participation therein.

The Municipal Modernization Program is for funding to undertake expenditure reviews with the goal of finding service delivery efficiencies and lowering costs in the longer term.

Eligible municipalities can apply individually, or collectively with other eligible municipalities, to undertake independent third-party reviews similar to the Managing Transformation: A Modernization Action Plan for Ontario review of Ontario government expenditures.

To be eligible under Intake 1, a project must:

1. Be a review of municipal service delivery expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:

- a line-by-line review of the municipality's entire budget; or
  - a review of service delivery and modernization opportunities; or
  - a review of administrative processes to reduce costs.
2. Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
  3. Begin field work no earlier than November 1, 2019, with a draft report completed by June 15, 2020 and the final report posted publicly by June 30, 2020.

It is anticipated that most review projects will be between \$20,000 and \$200,000.

Only third-party service provider fees will be eligible. Municipal administrative costs, such as staff time, are not eligible.

The program will not cover review projects where:

- the goal is to identify opportunities for revenue generation or reductions in front line services; or
- the review does not result in a formal report prepared by a third party; or
- the object of the review extends beyond municipal accountability.

## FINANCIAL CONSIDERATIONS

It is currently understood that the 3<sup>rd</sup> party consulting costs are fully funded for Intake 1 of this program; however, it is noted that Municipal administrative costs, such as staff time, are not eligible, and funding amounts may depend on the available appropriation.

Timelines associated with this intake are as follows:

<b>November 22, 2019</b>	<ul style="list-style-type: none"> <li>• Advise your Municipal Services Office of your municipality's <b>intention to apply</b>.</li> </ul>
<b>December 6, 2019</b>	<ul style="list-style-type: none"> <li>• Submit your <b>Expression of Interest</b> and any supporting documentation to <a href="mailto:Municipal.Programs@ontario.ca">Municipal.Programs@ontario.ca</a>.</li> </ul>
<b>January-February, 2020</b>	<ul style="list-style-type: none"> <li>• Learn whether your application is approved. If it is approved, enter into a <b>transfer payment agreement</b> for project funding, and receive an <b>initial payment</b> once the agreement is executed.</li> </ul>
<b>June 15, 2020</b>	<ul style="list-style-type: none"> <li>• Submit your <b>third-party reviewer's draft report</b> to the ministry.</li> </ul>
<b>June 30, 2020</b>	<ul style="list-style-type: none"> <li>• Post the <b>third-party reviewer's final report</b> online and submit your <b>final report</b> to the ministry. The final report will include: a hyperlink to the publicly posted third-party reviewer's report; the amount paid to the third-party reviewer and a copy of the invoice; a statement of the total amount of expenditures reviewed and the total amount identified as potential savings; and a 250-word abstract of the project and its findings.</li> </ul>

## ATTACHMENTS

Letter from Assistant Deputy Minister Marcia Wallace – Nov. 12, 2019

Expression of Interest Form – November 12, 2019

**STRATEGIC PLAN 2019 – 2022**

Do the report's recommendations align with our Strategic Areas of Focus?

Yes                       No                       N/A

Which priority does this report support?

Modernization and Efficiency                       Partnerships  
 Municipal Infrastructure                       Alignment and Integration

**Prepared By:** Adam McNabb, Director of Finance                      *Adam McNabb*

**Recommended By:** Michael Givens, Chief Administrative Officer                      *Michael Givens*

Ministry of Municipal Affairs  
and Housing

Ministère des Affaires municipales  
et Logement

Municipal Services Division

Division des services aux municipalités

777 Bay Street, 16<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Telephone: 416-585-6427

777, rue Bay, 16<sup>e</sup> étage  
Toronto ON M5G 2E5  
Téléphone: 416-585-6427



November 12, 2019

Dear Municipal Administrator,

Further to the November 1, 2019 letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, I am writing to provide additional information about Ontario's new Municipal Modernization Program and advise that Intake 1 under the program is now open.

Under the Municipal Modernization Program, the province is making up to \$125 million available through 2022-23 to help 405 small and rural municipalities conduct new service delivery reviews, implement recommendations from previous reviews and undertake a range of projects, such as IT solutions or process improvements, to achieve cost savings and efficiencies.

Program guidelines and an Expression of Interest form for Intake 1 of the program are attached. Eligible projects under Intake 1 are reviews of municipal service delivery expenditures by independent third-party reviewers that will be completed by June 30, 2020. I encourage you to consider how your municipality might benefit from participation in Intake 1 of the Municipal Modernization Program and submit an Expression of Interest by December 6, 2019. Please see the attached guidelines for details about the program and how to apply.

Under future intakes of the program, municipalities will have the opportunity to apply for projects aimed at implementing service delivery efficiencies to achieve cost savings, in addition to service delivery reviews. Intake 2 under the program is planned for Spring/Summer 2020, with additional intakes expected through 2022-23. Participation in Intake 1 is not a requirement for participation in future intakes.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents. If you have questions about the program, I encourage you to reach out to your Municipal Services Office contact or email the ministry at [Municipal.Programs@ontario.ca](mailto:Municipal.Programs@ontario.ca).

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Wallace", written over a blue horizontal line.

Marcia Wallace  
Assistant Deputy Minister

c. Municipal Treasurer



# Municipal Modernization Program Intake 1: Expression of Interest

- 1) Please complete all the required fields of this Expression of Interest.
- 2) Ensure that the completed Expression of Interest has been declared to by the appropriate municipal staff.
- 3) Please save this Expression of Interest form and e-mail it to [Municipal.Programs@ontario.ca](mailto:Municipal.Programs@ontario.ca) by **December 6, 2019**. Attach any applicable supporting documentation as separate documents.

## Key Information

Title of Proposed Service Delivery Review Project	
Legal Name of Municipality	
Mailing Address	
Name of Primary Contact	Position Title
Email Address	Telephone Number

## Declaration

I declare that all the information that is being submitted in this Expression of Interest is to the best of my knowledge true and correct.

I declare that I have the authority to submit this Expression of Interest.

I acknowledge that it is a program requirement that the proposed third-party review project result report be publicly posted by June 30, 2020.

I acknowledge that it is a program requirement that field work covered by this Expression of Interest must not have begun before November 1, 2019.

I confirm that identifying opportunities for revenue generation or reductions in front line services is not the goal of the proposed review project.

Name of Signatory (TYPE)	Position Title (TYPE)	Date (DD/MM/YYYY)
--------------------------	-----------------------	-------------------



**Proposed Service Delivery Review Project**

Provide a brief description of your proposed third-party review project, including the objectives and expected outcomes related to service delivery efficiencies and cost savings. If applicable, attach supporting documentation such as a request for proposals or a project charter.

**Proposed Service Delivery Review Project**

What is the anticipated cost of your proposed third-party review project? **Note:** only the cost of a third-party service provider may be included. Briefly describe the basis for your cost estimate. If applicable, attach supporting documentation such as a contract or vendor of record agreement.

What are the anticipated start date and end date for the third-party review?

Has your council passed a resolution demonstrating support for the proposed third-party review project?

Yes (If yes, please attach a copy.)

No



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of November 4, 2019

**From:** Karren Wallace, Director of Legislative Services/Clerk

**Subject:** CLK 2019-036 being a report on delegation of authority regarding records management

### RECOMMENDATION

**THAT** Council of the Corporation of Wellington North receive Report CLK 2019-036 being a report on delegation of authority regarding records management;

**AND FURTHER THAT** Council authorize the Clerk, or designate, is hereby delegated authority to administer By-law 092-17 being an information management and records retention policy and make modification to the Retention Schedule from time to time as may be required;

**AND FURTHER THAT** the Delegation of Authority Policy be amended to include:

The Clerk, and designate, is hereby delegated authority to administer this by-law and make modification to the Retention Schedule from time to time as may be required.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS BACKGROUND

Section 23.1 and 23.2 of the Municipal Act, 2001, as amended, permits a municipality to delegate certain powers and duties to a person or body.

Section 270(1) 6 of the Municipal Act, 2001 provides that a municipality shall adopt and maintain policies with respect to the delegation of its powers and duties.

On October 5, 2015 Council approved a Delegation of Authority Policy by resolution 2015-444.

By delegation the authority to amend the retention schedule in the information management and records retention policy, staff can be more responsive in a timely manner to update the by-law with legislative changes.

### FINANCIAL CONSIDERATIONS

NONE

**ATTACHMENTS**

NONE

**STRATEGIC PLAN 2019 – 2022**

Do the report's recommendations align with our Strategic Areas of Focus?

 Yes No N/A

Which priority does this report support?

 Modernization and Efficiency Partnerships Municipal Infrastructure Alignment and Integration**Prepared By:**Karren Wallace, Director of Legislative  
Services, Clerk*Karren Wallace***Recommended By:**

Michael Givens, Chief Administrative Officer

*Michael Givens*



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of Dec. 2<sup>nd</sup> 2019  
**From:** Andrew Hydon, Administrative Support  
**Subject:** CLK 2019-037 Wellington North Staff Donation to Local Food Banks

### RECOMMENDATION

**THAT** Council of the Corporation of the Township of Wellington North receive Report CLK 2019-037 being a report on Wellington North municipal staff donation to local food banks for information.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2016-084  
 CLK 2017-052  
 CLK 2018-055

### BACKGROUND

Each year the team at the municipal office in Kenilworth participates in dress down Fridays by making a voluntary donation of \$1.00 each. Staff wear casual clothes, generally blue jeans and one of the Wellington North shirts with the municipal logo.

This year the team made a donation of \$430 split between the Arthur and Mount Forest food banks (\$215 each).

### FINANCIAL CONSIDERATIONS

There is no financial impact to the municipality.

### STRATEGIC PLAN 2019 – 2022

Which priority does this report support?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Modernization and Efficiency | <input checked="" type="checkbox"/> Partnerships   |
| <input type="checkbox"/> Municipal Infrastructure                | <input type="checkbox"/> Alignment and Integration |

Dress down Fridays are a commonality among modern workplaces, thus furthering our modernization. Additionally, by donating to local food banks the Wellington North team is developing strategic partnerships in the community.

**Prepared By:** Andrew Hydon, Administrative Support *Andrew Hydon*  
**Recommended By:** Michael Givens, Chief Administrative Officer *Michael Givens*

**From:** [Sarah Bowers-Peter](#)  
**To:** [Andy Lennox](#)  
**Cc:** [Cathy Conrad](#)  
**Subject:** JANUARY 8 CRIME STOPPERS GUELPH WELLINGTON DAY  
**Date:** November 21, 2019 10:28:24 AM

---

Good Morning Mayor Lennox,

January is Crime Stoppers month and as we recognize this awareness initiative with a flag raising in Mount Forest (Wellington North) we would ask that the Township Council consider naming January 8 "Crime Stoppers Guelph Wellington Day". This will enhance the message we are putting forth, "Creating Partnerships Against Crime".

Crime Stoppers Guelph Wellington has been active in the community since 1988 with more than \$37.5 million in drugs, personal property and cash recovered as a result of our anonymous tipsters and their confidential information. We have enjoyed support from the Township of Wellington North and appreciate the consideration you are giving this request.

Additionally, we hope you are able to join us for this flag raising in front of the Mount Forest Museum & Archives. We will invite other dignitaries and local media. We plan to have the flag raising at 3 p.m. on Wednesday January 8<sup>th</sup>.

Thank you!

**Sarah Bowers-Peter**  
**Program Coordinator**

**CRIME**   
**STOPPERS**  
GUELPH WELLINGTON  
1-800-222-TIPS (8477)

**2015, 2016, 2017 & 2018 Winner of the**  
**"Marla Moon Memorial Award of Excellence"**  
**(Under 300,000 pop)**

Box 391, Fergus, ON N1M 3E2  
Office - 519.846.5371 Cell - 519.400.7344  
[www.csgw.tips](http://www.csgw.tips)  
sarah@csgw.tips

Breach of confidentiality & accidental breach of confidentiality

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*If you have any accommodation needs or require communication supports or alternate formats, please let me know.*

*Si vous avez des besoins en matière d'adaptation, ou si vous nécessitez des aides à la communication ou des médias substituts, veuillez me le faire savoir.*

*If you have any accommodation needs in order to participate fully in any aspect of this meeting, please let me know.*

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

**BY-LAW NUMBER 107-18**

**BEING A BY-LAW TO ESTABLISH A DELEGATION OF POWERS  
AND DUTIES BY MUNICIPAL STAFF IN THE TOWNSHIP OF  
WELLINGTON NORTH FOR THE PURPOSE OF AMENDING  
RETENTION PERIODS FOR CERTAIN DOCUMENTS AND  
RECORDS**

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

1. THAT the Director of Legislative Services/Clerk, or designate, is hereby delegated authority to administer By-law 092-17 being a By-law to establish the retention periods for certain documents and records and make modifications to the retention schedule from time to time as may be required.
2. The effective date of this by-law shall be the date of final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 2ND DAY OF DECEMBER, 2019.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 108-19**

**BEING A BY-LAW TO AUTHORIZE AN EXTENSION AGREEMENT  
WITH RESPECT TO TAX ARREARS PROCEEDINGS.**

**WHEREAS** The Corporation of the Township Wellington North registered on the 1st day of October, 2019 a tax arrears certificate against the land described in Schedule "A" attached hereto and forming part of this By-law;

**AND WHEREAS** Section 378 of the *Municipal Act, 2001* provides that after the registration of a tax arrears certificate and before the expiry of one (1) year following the date of the registration of the tax arrears certificate, a Municipality or Board may by By-law authorize an extension agreement with the owner of the land, the spouse of the owner, a mortgagee or a tenant in occupation of such land to extend the period of time in which the cancellation price in respect to the Owner's land is to be paid;

**AND WHEREAS** the Owner has requested the municipality to authorize an Extension Agreement;

**AND WHEREAS** the statutory period within which such a By-law may be enacted has not elapsed;

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

1. **THAT** an agreement be entered into by The Corporation of the Township of Wellington North with John Frederick O'Donnell and Christine O'Donnell, Owner(s)/Spouse/Mortgagee/Tenant of the land described in Appendix "A" to extend the time period in which the cancellation price payable on this land is to be paid on the terms and generally in the form of Appendix "B" attached to this By-law;
2. **THAT** the Extension Agreement shall be in substantially the same form as the draft Extension Agreement attached hereto as Appendix "B";
3. **THAT** the Mayor and Clerk are hereby authorized and directed to enter into the agreement on behalf of the Corporation;

4. **THAT** this By-law shall come into force and take effect upon the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 2<sup>ND</sup> DAY OF DECEMBER, 2019.**

---

**Andrew Lennox, Mayor**

---

**Karren Wallace, Clerk**

## APPENDIX "A"

### ***DESCRIPTION OF THE LAND***

PT LT 37 CON 1 WEST GARAFRAXA PT 8, 60R14443;  
S/T INTEREST IN DN36911; WELLINGTON NORTH  
Having property identifier number 71124-0046 LT

## APPENDIX "B"

### EXTENSION AGREEMENT

This Agreement made this      day of December, 2019, pursuant to Section 378 of the *Municipal Act, 2001, S.O. 2001, c. 25*

**BETWEEN:**

The Corporation of the Township of Wellington North  
(Hereinafter called the "Corporation")

and

John Frederick O'Donnell and  
Christine O'Donnell  
(Hereinafter called "the Owner(s)")

**WHEREAS** the Corporation has by By-law    -19 being a By-law to authorize an Extension Agreement with respect to Tax Arrears Proceedings, authorized an Extension Agreement with the Owner(s) to extend to May 15, 2021 the payment period for the cancellation price payable in respect of the Land described in Schedule "A" attached hereto, hereinafter referred to as "the Land;"

**NOW THEREFORE** the Authority and Owner agree as follows:

1. The Authority will extend to May 15, 2021 the payment period for the cancellation price payable in respect of the land.
2. The Owner(s) will pay:
  - (a) As they become due, all real property taxes levied on the Land that became due and payable during the term of this Agreement; and
  - (b) All payments to Wellington North in accordance with Schedule "B" attached hereto; and
  - (c) Not later than 30 days following the due date of the last payment per Schedule "B", such additional amount, if any, as is necessary to bring the total amount paid under this agreement up to the amount of the cancellation price payable in respect of the land.
3. As long as this Agreement is a subsisting Agreement, the Authority and its officers will not, except as otherwise provided in this Agreement, enforce the collection of real property taxes that, at the time of entering into this Agreement, are overdue or in arrears in respect of the Land but compliance with this provision does not constitute a waiver of the rights of the Authority or its officers to enforce collection of such taxes in the future if the Owner is in default under this Agreement.

- 4. If the Owner(s) fails to make payment as required, the Owner(s) is in default and on the day that notice of the default is sent to the Owner(s), this Agreement shall cease to be considered a subsisting Agreement.
- 5. This Agreement shall cease to be considered a subsisting Agreement upon the date of the sale or other disposition of the Land by the Owner(s).
- 6. Notwithstanding paragraphs 2 and 3, the Owner(s) or any other person may pay the cancellation price at any time and this Agreement terminates when the cancellation price is so paid.
- 7. Notice to the Owner(s) under this Agreement is sufficiently given if sent by registered mail to the Owner(s) at the following address:

8005 Wellington Road 109, RR #3, Arthur, Ontario. N0G 1A0

In witness whereof the said parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED  
IN THE PRESENCE OF

\_\_\_\_\_

Witness

\_\_\_\_\_

Signature of Owner

\_\_\_\_\_

Witness

\_\_\_\_\_

Signature of Owner

\_\_\_\_\_

Witness

\_\_\_\_\_

Andrew Lennox, Mayor

\_\_\_\_\_

Witness

\_\_\_\_\_

Karren Wallace, Clerk

**SCHEDULE A**

***DESCRIPTION OF THE LAND***

PT LT 37 CON 1 WEST GARAFRAXA PT 8, 60R14443;  
S/T INTEREST IN DN36911; WELLINGTON NORTH  
Having property identifier number 71124-0046 LT

**SCHEDULE B**  
**PAYMENTS REQUIRED UNDER EXTENSION AGREEMENT:**

Payment #	Payment Date	Payment Amount
1	December 15, 2019	\$5,000.00
2	January 15, 2020	\$500.00
3	February 15, 2020	\$500.00
4	March 15, 2020	\$500.00
5	April 15, 2020	\$500.00
6	May 15, 2020	\$500.00
7	June 15, 2020	\$500.00
8	July 15, 2020	\$500.00
9	August 15, 2020	\$500.00
10	September 15, 2020	\$500.00
11	October 15, 2020	\$500.00
12	November 15, 2020	\$500.00
13	December 15, 2020	\$500.00
14	January 15, 2021	\$500.00
15	February 15, 2021	\$500.00
16	March 15, 2021	\$500.00
17	April 15, 2021	\$500.00
18	May 15, 2021	\$500.00
	Total payments applied to the account over the term of the agreement	\$13,500.00
<b>Plus all further taxes, penalties and interest levied on the land as they become due and payable during the term of this Agreement.</b>		

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

**BY-LAW NUMBER 109-19**

**BEING A BY-LAW TO AMEND BY-LAW 047-19 BEING A BY-LAW  
TO ESTABLISH THE 2020 FEES AND CHARGES FOR  
RECREATION SERVICES PROVIDED BY THE MUNICIPALITY**

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

1. **THAT** Schedules A, B, C and D be replaced with the Schedules attached hereto as Appendix A.
2. **THAT** this by-law shall come into force immediately on its passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 2<sup>nd</sup> DAY OF DECEMBER, 2019.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**



## APPENDIX A

<b>RECREATION 2020 FEES AND CHARGES</b>		
	<b>2020</b>	<b>Holiday</b>
<b>LARGE HALL &amp; AUDITORIUM</b>		
Stag & Doe	\$857.25	\$1,028.75
Prime Rental (Friday to Sunday)	\$651.25	\$781.50
Wedding Set Up (Friday 8:30am to 4pm)	\$156.00	
Non-Prime (Monday to Thursday)	\$365.25	\$438.25
Tournament Rates (Minor Sports)	\$258.00	\$309.50
Hourly Rate	\$64.50	\$75.00
<b>SMALL HALLS &amp; MEETING ROOMS</b>		
Conn Hall	\$81.00	
Damascus Hall	\$88.50	
Arthur Upper Leisure Hall (NL 160, LnD 160, LwD 160)	\$229.00	\$274.75
Mount Forest Upper Leisure Hall (L75, NL 85, Chairs 120)	\$229.00	\$274.75
Mount Forest Plume Room (L60, NL 70, Chairs 90)	\$229.00	\$274.75
Mount Forest Lower Leisure Hall (L75, NL 85, Chairs 120)	\$229.00	\$274.75
Hourly Rate	\$35.00	\$47.50
<b>SPECIAL USER GROUP RATES</b>		
Lions Club Bingo	\$191.50	\$229.75
Blood Donor Clinic	\$182.00	\$215.80
Seniors Club / Shuffleboard (per hour)	\$18.00	\$21.50
Mount Forest Family Health Team (per hour)	\$21.25	
Local User Groups (Meeting Space)	\$0.00	
<b>ARENA FLOOR (SUMMER)</b>		
Minor Sports (per hour)	\$51.50	\$61.75
Local Sports Adult (per hour)	\$70.75	\$85.00
Non Prime Sports (per hour): Monday to Thursday 8am - 3pm	\$40.00	
Prime Event Rental (Daily): Friday to Sunday	\$651.25	\$781.50
Non Prime Event Rental (daily): Monday to Thursday	\$365.25	\$438.25
<b>ARENA FLOOR ICE (WINTER)</b>		
Minor Sports (per hour)	\$112.50	\$135.00
Local Adults (per hour)	\$132.50	\$159.00
Non Prime (per hour): Monday to Friday 7am - 3pm	\$112.50	\$135.00
Walk-in Rate Rental (per hour)	\$60.00	
School Skating Rate (per hour)	\$54.50	
Non Resident (per hour)	\$154.00	\$184.75
Mount Forest Summer Ice (per hour)	\$164.25	\$197.00

<b>RECREATION 2020 FEES AND CHARGES</b>		
	<b>2020</b>	<b>Holiday</b>
<b>BALL DIAMONDS</b>		
Local Minor Ball - no lights (per game)	\$38.50	\$46.25
Adult Rates - no lights (per game)	\$47.00	\$56.50
Tournament - serviced (daily)	\$221.50	\$265.75
Tournament - not serviced (daily)	\$151.00	\$181.25
Lights (per game)	\$15.25	\$18.25
<b>SOCCER FIELDS</b>		
Per Game	\$29.50	\$35.50
Seasonal Rate for Minor Soccer	\$6,624.00	
Lights On - Charge per Game	\$15.25	\$18.25
<b>PAVILIONS</b>		
Daily Rental	\$229.00	\$274.75
Hourly Rate	\$35.00	\$47.50
Camping (Special Events Only) Daily Rate	\$35.00	\$47.50
<b>STORAGE SPACE</b>		
Outdoor	\$250.75	
Large	\$316.25	
JR. C – Club Room	\$622.25	
<b>CORKAGE</b>		
7 oz Plastic Cup	\$0.13	
14 oz Plastic Cup	\$0.18	
Bag of Ice	\$3.60	
2L Bottle of Pop	\$3.60	
Wrist Bands	\$0.28	
<b>SPONSORSHIPS &amp; ADVERTISING</b>		
Public Skating Sponsorship (1.5 hours)	\$150.00	
Public Swimming Sponsorship (2 hours)	\$150.00	
Electronic Sign Advertising (per day)	\$1.00	
Baseball Diamond Advertising (4' x 6')	\$256.00	
Ice Resurfacers Advertising (per year, 3 year agreement)	\$1,500.00	
Score Clock Advertisement	\$415.25	
Arthur Wall Advertisement (4' x 8')	\$256.00	
Mount Forest Walking Track Advertisement (3.5' x 6')	\$662.75	
Single Board Advertisement (4' x 8' with Lexan)	\$623.25	
Two Board Advertisements: one in Arthur, one in Mount Forest (w/Lexan)	\$1,132.00	
<b>SKATING &amp; WALKING TRACK GENERAL ADMISSION (includes HST)</b>		
1 Visit - Individual Skating	\$3.00	
1 Visit - Stick & Puck	\$5.00	
1 Visit - Family Skate: up to 5 members same household	\$10.00	
10 Visit Pass - Individual Skating	\$25.00	
10 Visit Pass - Stick & Puck	\$40.00	
10 Visit Pass - Family Skate: up to 5 members same household	\$100.00	
1 Visit - Walking Track	\$2.50	
Monthly Pass - Walking Track	\$16.00	

<b>RECREATION 2020 FEES AND CHARGES</b>		
	<b>2020</b>	<b>Holiday</b>
<b>SWIMMING LESSONS (includes HST)</b>		
Parent & Tot 1, 2, 3	\$65.00	
Preschool A, B, C	\$70.00	
Beginner	\$70.00	
Swimmer 1 - 4	\$70.00	
Swimmer 5 - 10	\$76.00	
Bronze Medallion & Emergency 1st Aid with CPR B	\$200.00	
Bronze Cross with CPR C	\$175.00	
1/2 Hour Private Lesson (5 Lessons)	\$120.00	
1/2 Hour Private Lesson (10 Lessons)	\$220.00	
1/2 Hour Semi-Private Lesson (5 Lessons)	\$100.00	
1/2 Hour Semi-Private Lesson (10 Lessons)	\$180.00	
Non Resident Fee	\$18.00	
<b>SWIM PROGRAMS (includes HST)</b>		
Swim Team (Non Resident Fee Does Not Apply)	\$72.00	
Aquafit (1 Visit)	\$5.00	
Aquafit (8 Class Pass)	\$36.00	
<b>RENTALS</b>		
Pool Rental (1 hour, 0-30 people, 2 Guards)	\$120.00	
Pool Rental (1 hour, 31+ people, 3 Guards)	\$150.00	
Pool Rental School Rate (1 hour, 3 Guards)	\$90.00	
<b>POOL GENERAL ADMISSION (includes HST)</b>		
Infants & Toddlers (2 years of age and under)	\$0.00	
Individual (1 Visit)	\$4.00	
Individual (20 Visit Pass)	\$70.00	
Individual (Season Pass)	\$100.00	
Family Pass (1 Visit) up to 5 members same household	\$15.00	
Family Pass (20 Visit Pass) up to 5 members same household	\$210.00	
Family Pass (Season Pass) up to 5 members same household	\$250.00	
<b>DAY CAMP RATES (includes HST)</b>		
Weekly Rate	\$145.00	
Weekly Rate (2+ children in the same household)	\$130.00	
Daily Rate	\$33.00	

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 110-19**

**BEING A BY-LAW TO AUTHORIZE AN EXTENSION AGREEMENT  
WITH RESPECT TO TAX ARREARS PROCEEDINGS.**

**WHEREAS** The Corporation of the Township Wellington North registered on the 25<sup>TH</sup> day of November, 2019 a tax arrears certificate against the land described in Schedule "A" attached hereto and forming part of this By-law;

**AND WHEREAS** Section 378 of the *Municipal Act, 2001* provides that after the registration of a tax arrears certificate and before the expiry of one (1) year following the date of the registration of the tax arrears certificate, a Municipality or Board may by By-law authorize an extension agreement with the owner of the land, the spouse of the owner, a mortgagee or a tenant in occupation of such land to extend the period of time in which the cancellation price in respect to the Owner's land is to be paid;

**AND WHEREAS** the Owner has requested the municipality to authorize an Extension Agreement;

**AND WHEREAS** the statutory period within which such a By-law may be enacted has not elapsed;

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

1. **THAT** an agreement be entered into by The Corporation of the Township of Wellington North with Patricia Davies and Bradley Lehman, Owner(s)/Spouse/Mortgagee/Tenant of the land described in Appendix "A" to extend the time period in which the cancellation price payable on this land is to be paid on the terms and generally in the form of Appendix "B" attached to this By-law;
2. **THAT** the Extension Agreement shall be in substantially the same form as the draft Extension Agreement attached hereto as Appendix "B";
3. **THAT** the Mayor and Clerk be and are hereby authorized and directed to enter into the agreement on behalf of the Corporation;

4. **THAT** this By-law shall come into force and take effect upon the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 2nd DAY OF DECEMBER, 2019.**

---

**Andrew Lennox, Mayor**

---

**Karren Wallace, Clerk**

**APPENDIX A  
TO BY-LAW NUMBER 110-19**

***DESCRIPTION OF THE LAND***

PT LT 19 CON 6 ARTHUR TOWNSHIP PT 1, 6043492  
WELLINGTON NORTH

having Property Identifier Number - 71082-0021 (LT).

**APPENDIX B**  
**TO BY-LAW NUMBER 110-19**  
**EXTENSION AGREEMENT**

This Agreement made this \_\_\_\_\_day of December, 2019, pursuant to Section 378 of the *Municipal Act, 2001, S.O. 2001, c. 25*

**BETWEEN:**

The Corporation of the Township of Wellington North  
(Hereinafter called the "Corporation")  
and  
Patricia Davies and  
Bradley Lehman,  
(Hereinafter called "the Owner(s)")

**WHEREAS** the Corporation has by By-law 110-19 being a By-law to authorize an Extension Agreement with respect to Tax Arrears Proceedings, authorized an Extension Agreement with the Owner(s) to extend to September 1, 2023 the payment period for the cancellation price payable in respect of the Land described in Schedule "A" attached hereto, hereinafter referred to as "the Land;"

**NOW THEREFORE** the Authority and Owner agree as follows:

1. The Authority will extend to September 1, 2023 the payment period for the cancellation price payable in respect of the land.
2. The Owner(s) will pay:
  - (a) As they become due, all real property taxes levied on the Land that became due and payable during the term of this Agreement; and
  - (b) All payments to Wellington North in accordance with Schedule "B" attached hereto; and
  - (c) Not later than 30 days following the due date of the last payment per Schedule "B", such additional amount, if any, as is necessary to bring the total amount paid under this agreement up to the amount of the cancellation price payable in respect of the land.
3. As long as this Agreement is a subsisting Agreement, the Authority and its officers will not, except as otherwise provided in this Agreement, enforce the collection of real property taxes that, at the time of entering into this Agreement, are overdue or in arrears in respect of the Land but compliance with this provision does not constitute a waiver of the rights of the Authority or its officers to enforce collection of such taxes in the future if the Owner is in default under this Agreement.

- 4. If the Owner(s) fails to make payment as required, the Owner(s) is in default and on the day that notice of the default is sent to the Owner(s), this Agreement shall cease to be considered a subsisting Agreement.
- 5. This Agreement shall cease to be considered a subsisting Agreement upon the date of the sale or other disposition of the Land by the Owner(s).
- 6. Notwithstanding paragraphs 2 and 3, the Owner(s) or any other person may pay the cancellation price at any time and this Agreement terminates when the cancellation price is so paid.
- 7. Notice to the Owner(s) under this Agreement is sufficiently given if sent by registered mail to the Owner(s) at the following address:

8909 Concession 7, RR #4, Arthur, Ontario. N0G 1A0

In witness whereof the said parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED  
IN THE PRESENCE OF

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Head of Council

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature of Clerk  
Or Other Authorized Employee



**SCHEDULE A****DESCRIPTION OF THE LAND**

PT LT 19 CON 6 ARTHUR TOWNSHIP PT 1, 6043492 WELLINGTON NORTH

having Property Identifier Number - 71082-0021 (LT).

**SCHEDULE B****PAYMENTS REQUIRED UNDER EXTENSION AGREEMENT:**

Payment #	Payment Date	Payment Amount
1	December 15, 2019	\$500.00
2	January 15, 2020	\$500.00
3	February 15, 2020	\$500.00
4	March 15, 2020	\$500.00
5	April 15, 2020	\$500.00
6	May 15, 2020	\$500.00
7	June 15, 2020	\$500.00
8	July 15, 2020	\$500.00
9	August 15, 2020	\$500.00
10	September 15, 2020	\$500.00
11	October 15, 2020	\$500.00
12	November 15, 2020	\$500.00
13	December 15, 2020	\$500.00
14	January 15, 2021	\$500.00
15	February 15, 2021	\$500.00
16	March 15, 2021	\$500.00
17	April 15, 2021	\$500.00
18	May 15, 2021	\$500.00
19	June 15, 2021	\$500.00
20	July 15, 2021	\$500.00
21	August 15, 2021	\$500.00
22	September 15, 2021	\$500.00
23	October 15, 2021	\$500.00
24	November 15, 2021	\$500.00
25	December 15, 2021	\$500.00
26	January 15, 2022	\$500.00
27	February 15, 2022	\$500.00
28	March 15, 2022	\$500.00
29	April 15, 2022	\$500.00
30	May 15, 2022	\$500.00
31	June 15, 2022	\$500.00
32	July 15, 2022	\$500.00
33	August 15, 2022	\$500.00
34	September 15, 2022	\$500.00

35	October 15, 2022	\$500.00
36	November 15, 2022	\$500.00
37	December 15, 2022	\$500.00
38	January 15, 2023	\$500.00
39	February 15, 2023	\$500.00
40	March 15, 2023	\$500.00
41	April 15, 2023	\$500.00
42	May 15, 2023	\$500.00
43	June 15, 2023	\$500.00
44	July 15, 2023	\$500.00
45	August 15, 2023	\$500.00
46	September 15, 2023	\$500.00
	Total payments applied to the account over the term of the agreement	\$23,000.00
<b>Plus all further taxes, penalties and interest levied on the land as they become due and payable during the term of this Agreement.</b>		



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

## Our Cultural Moment for December celebrates International Christmases

Diversity may refer to many attributes such as language, cultural differences, traditions, religious beliefs, and more. This is what makes both Canada, and our own municipality an interesting place to live.



Christmas is approaching and we see decorations for the season that are typically the same: Christmas trees, decorations, Santa's, food, and gifts. This may not be the case in homes where some people have come from a variety of countries and will be celebrating Christmas in different ways and possibly at different times. Or they may not be celebrating at all, depending on their faith and/or beliefs. In Canada, we sing Christmas carols before and on December 25th but in Portugal they sing while strolling the streets in early January (holiday time called Janeiras).

Portugal's traditional Christmas Cake is called Bolo Rei (King Cake). It is round with raisins and crystalized fruit. In Germany, it's called Stollen and though it has fruits, it is rectangular with a ridge down the centre symbolizing Baby Jesus in swaddling clothes.

In Germany, the Christmas tree (Tannenbaum) originated in the 16<sup>th</sup> century and is usually put up on Christmas Eve and traditionally decorated with live candles. The glass balls and tinsel are German inventions. Every year Norway gives a huge Christmas tree to the UK as a 'thank you' for UK's help during World War II. It stands in Trafalgar Square in London and the lighting of it attracts thousands of people.

Cookies, especially a shortbread-type, are popular with many countries but each has a different name and unique characteristics.

Santa Claus is known in Canada, but is called Pere Noel in France, Grandfather Frost in Russia, St. Nicholas in England, and Noel Baba in Turkey. They each have a slightly different manner of dress and traditions.

Though each country's traditions are different and interesting, the reason for celebrating is the same. Countries in which Christians are a minority, may celebrate December 25<sup>th</sup> the same as any other day.

Knox Conn Presbyterian Church celebrates the diverse Christmas traditions of 20 countries with 200 nativities. With our diversity we can learn to trust, respect, and understand each other.



Submitted by Penny Renken; Wellington North Cultural Roundtable

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

**BY-LAW NUMBER 111-19**

**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  
DECEMBER 2, 2019**

**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 December 2, 2019 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 2ND DAY OF DECEMBER 2019.**

---

**ANDREW LENNOX,  
MAYOR**

---

**KARREN WALLACE,  
CLERK**