

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
REGULAR MEETING OF COUNCIL
MONDAY, DECEMBER 5, 2016
FOLLOWING COURT OF REVISION– 7:03 P.M.**

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

Members Present:

Mayor: Andy Lennox
Councillors Sherry Burke
Lisa Hern
Steve McCabe
Dan Yake

Staff Present:

CAO/Deputy Clerk: Michael Givens
Clerk: Karren Wallace
Executive Assistant: Cathy Conrad
Treasurer: Kimberly Henderson
Director of Public Works: Matt Aston
Economic Development Officer: Dale Small
Tourism, Marketing, Promotion Manager: April Marshall

CALLING THE MEETING TO ORDER

Mayor Lennox called the meeting to order.

SINGING OF O' CANADA

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION 2016-534

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Agenda for the December 5, 2016 Regular Meeting of Council be accepted and passed.

CARRIED

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

MINUTES OF PREVIOUS MEETING(S)

RESOLUTION 2016-535

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on November 21, 2016 and the Special Council Meeting held on November 28, 2016 be adopted as circulated.

CARRIED

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BUSINESS ARISING FROM MINUTES

November 7, 2016 Regular Council Meeting

- Mission Butterfly – request for assistance with grant application for Ontario Trillium Foundation

Direction was given to staff to encourage Mission Butterfly to partner with an organization in the health care profession regarding their application to the Ontario Trillium Foundation. Mission Butterfly should also be encouraged to make a request under the Township grants and donations program.

PRESENTATIONS

Recognition of Economic Development Committee Members

- Alan Rawlins
- James Taylor
- Stephen Dineen
- Tim Boggs
- Shawn McLeod
- Gerald (Shep) Shepetunko

Mayor Lennox recognized the committee members for their time and efforts on the Economic Development Committee. See addendum to minutes.

Jeff Coburn, RIBO Coburn Insurance Brokers Ltd.

Shannon Devane, Vice President, Jardine Lloyd Thompson Canada Inc.

- 2017 Insurance Proposal

The 2017 insurance proposal was reviewed and consideration given to increasing the umbrella liability coverage.

RESOLUTION 2016-536

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North accept the proposal from Jardine Lloyd Thompson Canada Inc. to provide insurance coverage for the Township of Wellington North for the year beginning January 1, 2017;

AND FURTHER THAT the umbrella liability be increased from \$25 million to \$50 million.

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DELEGATIONS

Mariah Clark, WHSS grade 12 Business Leadership class
- 15th Annual Warm Winter Wishes Charity Campaign

Ms. Clark appeared before Council to provide information regarding the Warm Winter Wishes Program and to request a donation from Council. The Warm Winter Wishes organization is a non-profit organization from the high school raising money to buy presents for families in need in the community. Various fundraising events are held in the school and corporate donations are sought.

RESOLUTION 2016-537

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North authorize waiving the ice rental fee for the tournament on December 6, 2016 as a contribution to the Warm Winter Wishes Charity Campaign.

CARRIED

John Rooney
- Request for sewage allotment transfer

Mr. Rooney appeared before Council to request development charges and a sewage allocation be transferred from 131 Edward Street to 326 Smith Street, Arthur.

RESOLUTION 2016-538

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North hereby agrees to extend the redevelopment credit referred to in By-law 51-13 Section 3.13 for the property known as 131 Edward Street in Arthur to Dec. 1, 2021 or a further five years if sewage allocation is not available as of Dec. 1, 2021.

CARRIED

Council directed staff to transfer the sewage allocation from 131 Edward St. to 326 Smith St.

STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

Report from Michael Givens, CAO
- Report CAO 2016-28 Stack Aggregate Haul Route Agreement

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RESOLUTION 2016-539

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2016-028 being a report on the Stack Pit Application-Aggregate Haul Route Agreement;

AND FURTHER THAT the Council of the Township of Wellington North authorize the Mayor and CAO to enter into the Aggregate Haul Route Agreement as presented for the Stack Pit.

CARRIED

Report from Michael Givens, CAO

- Report CAO 2016-29 Ghent Aggregate Haul Route Agreement - Revised

RESOLUTION 2016-540

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2016-026 being a report on the Ghent Pit Application-Aggregate Haul Route Agreement as presented at the November 21, 2016 Regular Council meeting;

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2016-029 being a report on the Ghent Pit Application-Aggregate Haul Route Agreement-Revised;

AND FURTHER THAT the Council of the Township of Wellington North authorize the Mayor and CAO to enter into the Aggregate Haul Route Agreement as presented for the Ghent Pit;

AND FURTHER THAT the Council of the Township authorize the appointed Township/County Solicitor to remove the hold provision contained in by-law #002-16 as part of the proceedings associated with the Ontario Municipal Board appeal PL160043.

CARRIED

Report from Michael Givens, CAO

- Report CAO 2016-30 Risk Management Inspector position

RESOLUTION 2016-541

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2016-030 being a report on the appointment of a risk management inspector for source water protection in Wellington North be received;

AND FURTHER THAT the Council of the Township of Wellington North support a shared services staff position with Township of Puslinch, Township of Centre

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Wellington, Guelph/-Eramosa, Township of Mapleton and Town of Erin for risk management inspector (RMI) legislative tasks within the Township of Wellington North;

AND FURTHER THAT the Council of the Township of Wellington North direct staff to include financial provisions in the 2017 Water Department budget to cover the shared service RMI position.

CARRIED

Cheque Distribution Report dated November 30, 2016

RESOLUTION 2016-542

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated November 30, 2016.

CARRIED

Report from Dale Small

- Report EDO 2016-35 Community Improvement Program

RESOLUTION 2016-543

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-2016-35 dated December 5, 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 \$2,500.00 under the Public Arts Grant Program to the Mount Forest 2017 Homecoming Committee to assist with the completion of a Mural to be placed on the side of the building at 101 Main Street North in Mount Forest;

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve a one-time grant to Richard Sharpe of \$2,500.00 and an interest free loan to Richard Sharpe of \$2,500.00 to be repaid over five years, under the Facade Improvement Grant & Loan Program, as a result of the improvements made to the Century 21 Building at 221 Main Street South in Mount Forest.

CARRIED

Economic Development Committee

- Minutes, November 16, 2016

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RESOLUTION 2016-544

Moved by: Councillor Burke

Seconded by: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Economic Development Committee meeting held on November 16, 2016.

CARRIED

RESOLUTION 2016-545

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Economic Development Committee, receive the correspondence from the Wellington North Health Professional Recruitment Committee;

AND FURTHER THAT the Township of Wellington North continue to provide \$10,000 financial support in 2017 for health professional recruitment efforts as requested.

CARRIED

RESOLUTION 2016-546

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Economic Development Committee, accept the:

- 1. Grants and Donations Community Development Fund Guidelines*
- 2. Grants and Donations Community Development Fund: Application Form*
- 3. Grants and Donations Community Development Fund: Decision Matrix as presented;*

AND FURTHER THAT the Council of the Township of Wellington North recognizes the important role that not-for-profit community organizations and community groups play in delivering events and projects that support our community by enabling said organizations to plan, collaborate, develop, implement and enhance community development based projects and events.

CARRIED

RESOLUTION 2016-547

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Economic Development Committee, approve the contracting of Stempski Kelly & Associates at a cost of no more than \$7,500 to conduct a complete review of the Township of Wellington North Community Improvement Program.

CARRIED

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Cultural Roundtable Committee

- Minutes, November 17, 2016

RESOLUTION 2016-548

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 Cultural Roundtable Committee meeting held on November 17, 2016.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-072 being a report on the upgrade to fine aeration at the Arthur Wastewater Treatment Plant

RESOLUTION 2016-549

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-072 being a report on the upgrade to fine aeration at the Arthur Wastewater Treatment Plant;

AND FURTHER THAT the Council of the Township of Wellington North approve a budget estimate of \$250,000 for the installation of fine aeration equipment and flow meters at the Arthur Wastewater Treatment Plant;

AND FURTHER THAT the Council of the Township of Wellington North direct Township staff to fund this project from the sanitary sewer reserve fund;

AND FURTHER THAT the Council of the Township of Wellington North waive the conditions within the "Request for Quotation Process (Written)" as stipulated in the Township's Purchasing and Procurement Policy recognizing that specialized work is required;

AND FURTHER THAT Council authorizes staff to proceed with the purchase in advance of the approval of the 2017 Budget.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-076 being a report on the update to the Township's Water and Sewer By-laws

RESOLUTION 2016-550

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-076 being a report on the update to the Township's water and sewer by-laws;

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AND FURTHER THAT the Council of the Township of Wellington North give first and second reading to By-laws 093-16, 094-16, and 095-16 being by-laws to regulate water use and connection and sewer use connection;

AND FURTHER THAT the Council of the Township of Wellington North authorize the Mayor and Clerk to sign the water use and connection, sewer connection and sewer use by-laws after third reading on December 19, 2016.

CARRIED

Report from Dale Clark, Roads Superintendent

Barry Trood, Water and Sewer Superintendent

Matthew Aston, Director of Public Works

- Report PW 2016-077 being a report on the 2016 Right-of-Way Management Conference

RESOLUTION 2016-551

Moved by: Councillor McCabe

Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive for information Report PW 2016-077 being a report on the 2016 right-of-way management conference.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-078 being a report on the Township's Fall Wood Brush and Garden Material Event Days

RESOLUTION 2016-552

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-078 being a report on the Township's fall wood brush and garden material event days;

AND FURTHER THAT the Council of the Township of Wellington North direct staff to continue the wood brush and garden material event days in 2017.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-079 being a report on the Township's 2016 inflow and infiltration activities

RESOLUTION 2016-553

Moved by: Councillor Hern

Seconded by: Councillor Yake

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THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-079 being a report on the Township's 2016 inflow and infiltration activities.

CARRIED

Report from Matthew Aston, Director of Public Works

- Report PW 2016-080 being a report on the sanitary sewer charges for 187 Main St. S. in Mount Forest

RESOLUTION 2016-554

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-080 being a report on the sanitary sewer charge for 187 Main St S in Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North leave the sanitary sewer charge for 187 Main St S in Mount Forest for the month of October as it was billed;

AND FURTHER THAT the Council of the Township of Wellington North direct staff to respond to the business owner at 187 Main St S in Mount Forest.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2016-079 being a report on Closed Meeting Investigator

RESOLUTION 2016-555

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2016-079 being a report on the Closed Meeting Investigator;

AND FURTHER THAT Mr. John Maddox, JGM Consulting be appointed as the Township of Wellington North's Closed Meeting Investigator for a two-year term commencing January 1, 2017;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to appoint John Maddox, JGM Consulting as the Closed Meeting Investigator.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2016-081 being a report on Consent Application B111-16 (TD Smith)

RESOLUTION 2016-556

Moved by: Councillor Hern

Seconded by: Councillor Yake

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THAT the Council of the Corporation of the Township of Wellington North receive CLK Report 2016-081 being a report on Consent Application B111-16 as part lots 68, 69 and 70, Concession 3, formerly Town of Mount Forest, now the Township of Wellington North;

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B111/16 as presented with the following conditions:

- *THAT the owner demonstrate that the new lot can meet the M1 side yard setback by providing scaled dimensions from existing buildings or by obtaining zoning relief to the satisfaction of the Township.*
- *THAT the owner demonstrate that the single family dwelling that is under construction on the proposed retained lot can meet the R1A side and rear yard setbacks by providing scaled dimensions from the foundation of the single family dwelling to the proposed property lines or by obtaining zoning relief to the satisfaction of the Township.*
- *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;*

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.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2016-083 being a report on Automated Phone Service in Wellington North

RESOLUTION 2016-557

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2016-083 being a report on the automated phone service in Wellington North;

AND FURTHER that Council endorse commencing the use of the automated phone service effective January, 2017.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2016-084 being a report on Wellington North Municipal Staff Donation to Local Food Banks

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RESOLUTION 2016-558

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information CLK Report 2016-084 being a report on Wellington North municipal staff donation to local food banks.

CARRIED

CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION

Chris, Seddon, 130 Murphy Street, Mount Forest

- Correspondence dated November 17, 2016 regarding request for children playing signs on Murphy Street

Council directed staff to erect yellow "Children at Play" signs in the area of Murphy Park.

The Wellington County Joint Accessibility Advisory Committee

- Letter of recommendation dated October 31, 2016 regarding contrasted nosings

Council directed staff to suggest the Advisory Committee contact the Arthur and Mount Forest Chambers of Commerce regarding this initiative.

BY-LAWS

RESOLUTION 2016-559

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT By-law Number 080-16 being a procedure by-law for governing the calling, place and proceedings of meetings of Council and its Committees be read a Third time and finally passed.

CARRIED

RESOLUTION 2016-560

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT By-law Number 092-16 being a by-law to approve the appointment of John Maddox JGM Consulting as Meeting Investigator and to repeal By-law 012-15 be read a First, Second and Third time and finally passed.

CARRIED

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RESOLUTION 2016-561

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT By-law Number 093-16 being a by-law to enact rules and regulations for the maintenance, operation and use of the water works distribution systems and to provide a framework for charges to be established with respect to the maintenance and inspection of portions thereof and charges with respect to water consumption and to repeal By-laws 55-09, 18-10 and 91-123 be read a First and Second time.

CARRIED

RESOLUTION 2016-562

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT By-law Number 094-16 being a by-law to require owners of buildings to connect such buildings to sewage works in the Township of Wellington North and to repeal By-laws 55-09, 18-10 and 91-123 be read a First and Second time.

CARRIED

RESOLUTION 2016-563

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT By-law Number 095-16 being a by-law to provide for sewer use in the Township of Wellington North and to repeal By-laws 55-09, 18-10 and 91-123 be read a First and Second time.

CARRIED

RESOLUTION 2016-564

Moved by: Councillor Yake

Seconded by: Councillor Hern

THAT By-law Number 096-16 being a by-law to enter into an Aggregate Haul Route Agreement with H. Bye Construction and the Township of Wellington North be read a First, Second and Third time and finally passed.

CARRIED

RESOLUTION 2016-565

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT By-law Number 097-16 being a by-law to enter into an Aggregate Haul Route Agreement with Lavern Weber and Erma Weber and the Township of Wellington North be read a First, Second and Third time and finally passed.

CARRIED

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ITEMS FOR COUNCIL’S INFORMATION

AMO Watchfile

- November 17, 2016
- November 24, 2016

Laura Altena

- Thank you for scholarship

Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)

- Correspondence dated November 10, 2016 regarding Michael Givens graduation from AMCTO’s Executive Diploma in Municipal Management

Maitland Valley Conservation Authority

- Minutes, Board of Directors Meeting #9/16, October 19, 2016
- Minutes, Board Hearing #2/16, October 19, 2016

RESOLUTION 2016-566

Moved by: Councillor Yake

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 December 5, 2016 Regular Council Meeting Agenda.

CARRIED

CULTURAL MOMENT

Santa Claus Parades of Wellington North

Santa Claus Parades or Christmas Parades are parades held to celebrate the official opening of the Christmas Season with the arrival of Santa Claus, who always appears on the last float. The parade usually includes themed floats, dancing or marching groups and bands playing Christmas songs. They are moving pageants that are typically hosted in the downtown core, sponsored by local businesses.

Wellington North recently hosted two Santa Claus parades – the Arthur Opti-Mrs Santa Claus parade, always held the last Saturday of November, and the Mount Forest Lions Santa Claus parade, held the first Friday of December.

The Township of Wellington North’s float featured Council collecting non-perishable food donations on behalf of the Arthur Food Bank and the Mount Forest Christmas Bureau – over 500 pounds was collected for donation in Arthur alone!

Merry Christmas!

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NOTICE OF MOTION

No notice of motion tabled.

ANNOUNCEMENTS

Councillor McCabe announced that the Warm Winter Wishes staff and student hockey game will take place on Tuesday, December 6, 2016.

Councillor McCabe also announced that Arthur Minor Lacrosse will host “A Night at the ACC” on March 3, 2017. Five hundred tickets will be available at a cost of \$25 each. Arthur Minor Lacrosse will receive \$4 per ticket.

Mayor Lennox reminded Council that the Recreation and Culture Committee meeting will be held on December 6, 2016 and the Cultural Roundtable Committee meeting will be held on January 19, 2017.

Mayor Lennox asked Council members to give consideration to appointing another member to conduct the review of CAO prior to the December 19, 2016 Council meeting.

Mike Givens, CAO, commented that a Town Hall meeting had been held in Arthur and asked Council to give consideration to dates and topics for a Town Hall meeting to be held in Mount Forest.

CONFIRMING BY-LAW

RESOLUTION 2016-567

Moved by: Councillor Hern

Seconded by: Councillor Yake

THAT By-law Number 098-16 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 December 5, 2016 be read a First, Second and Third time and finally passed.

CARRIED

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ADJOURNMENT

RESOLUTION 2016-568

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT the Regular Council meeting of December 5, 2016 be adjourned at 8:52
p.m.*

CARRIED

MAYOR

CLERK