THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JANUARY 15, 2024 AT 2:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 1:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING

HOW TO JOIN
Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.  https://us02web.zoom.us/j/86310011454

Or join by phone:
Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)
Webinar ID: 863 1001 1454

CALLING TO ORDER

ADOPTION OF THE AGENDA
Recommendation:
THAT the Agenda for the January 15, 2024 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION
The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically:

(b) personal matters about an identifiable individual, including municipal or local board employees;

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North go into a meeting at ___:___ p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

(b) personal matters about an identifiable individual, including municipal or local board employees;

1. REPORTS
   • CAO 2024-001 Shared Fire Management Services Agreement 2024 - 2034

2. REVIEW OF CLOSED SESSION MINUTES
   • December 11, 2023

3. RISE AND REPORT FROM CLOSED MEETING SESSION
Recommendation:
THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at ___:___ p.m.
Recommendation:
THAT the Council of the Corporation of the Township of Wellington North
receive Report CAO 2024-001 Shared Fire Management Services Agreement
2024 – 2034.

AND FURTHER THAT Council approve the confidential direction to staff.

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North
approve the Closed Meeting Minutes of the December 11, 2023 Council
Meeting.

O’CANADA

PRESENTATIONS

1. Andrew Coburn, Coburn Insurance Brokers Ltd., Broker of Record
Colin Smith, Intact Public Entities, Regional Manager

Recommendation:
That the Council of the Township of Wellington North accept the proposed
insurance coverage for the Township of Wellington North for the insurance
renewal year beginning January 31, 2024 as applicable to the policies.

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North
recess the January 15, 2023 Regular Meeting of Council at : p.m. for the
purpose of holding meetings under the Planning Act.

COMMITTEE OF ADJUSTMENT

• A20/23, John Klassen (7820 Wellington Road 109)
• A21/23, Pinestone Construction (243 & 245 Schmidt Drive)

RESUME REGULAR MEETING OF COUNCIL

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North
resume the January 15, 2024 Regular Meeting of Council at : p.m.

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, December 11, 2023

Recommendation:
THAT the minutes of the Regular Meeting of Council held on December 11,
2023 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL
ITEMS FOR CONSIDERATION

1. MINUTES
   a. Mount Forest Business Improvement Area
      - Association Meeting, December 12, 2023
      - Annual General Meeting, November 15, 2023
   
      Recommendation:
      THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Area Association Meeting held on December 12, 2023 and the Annual General Meeting held on November 15, 2023.

   b. Arthur Business Improvement Association, Annual General Meeting, December 13, 2023
   
      Recommendation:
      THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Association Annual General Meeting held on December 13, 2023.

2. PLANNING
   a. Report DEV 2024-001, Consent Application B91-23, Derrick & Lynne Weber
   
      Recommendation:

      AND THAT Council support consent application B91-23 as presented with the following conditions:

      - THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

      - THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

      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.
b. Report DEV 2024-002, Consent Application B92-23, David Fletcher

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-002 Consent Application B92-23, David Fletcher.

AND THAT Council support consent application B92-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

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.

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c. Report DEV 2024-003, Consent Application B93-23, Leroy Shantz

Recommendation:

AND THAT Council support consent application B93-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by
the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

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.

d. Report DEV 2024-004, Consent Application B100-23, Gwen and Donald Cormack

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-004 Consent Application B100-23, Gwen & Donald Cormack.

AND THAT Council support consent application B100-23 as presented with the following conditions:

• THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

• THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

• THAT the retained lands be rezoned to permit the Agricultural Commercial Use to the satisfaction of the local municipality and the County of Wellington;

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.


Recommendation:

AND THAT Council designate Lot 90, Plan 61M248 (273 Dingman St) as a Class 4 Acoustic Area;
AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into the amending agreement in the form, or substantially the same form as the draft Agreement, with Cachet Developments (Arthur) Inc.

3. BUILDING

   a. Report CBO 2024-001, Building Permit Review December 2023

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2024-001 being the Building Permit Review for the month of December 2023.

4. COMMUNITY & ECONOMIC DEVELOPMENT

   a. Report C&ED 2024-001 Saugeen Connects 2023 Year in Review

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-002 Saugeen Connects 2023 Year in Review.

   b. Report C&ED 2024-002 Additional Waste Collection in Downtown Areas

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-002 additional waste collection in downtown areas;
AND THAT Council authorize the Mayor and Clerk to enter into an agreement with the County of Wellington to provide weekly waste collection in the Arthur and Mount Forest downtown areas;
AND FURTHER THAT Council support the recommendation that the cost for this additional service be included in the 2024 operational budget with the opportunity for both BIA’s to budget for this service in 2025.

   c. Report C&ED 2024-003 Business Improvement Association Update

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-003 Business Improvement Association Update;
AND THAT Council approve the 2024 workplan, budget and tax levy of $361.45 per property as presented and approved at the Nov. 15th, 2023, MF BIA Annual General Meeting,
AND FURTHER THAT Council approve the 2024 workplan, budget and tax levy of $350.00 per property as presented and approved at the Dec 13th, 2023, Arthur BIA Annual General Meeting,
AND FURTHER THAT Council approve the following 2024 Directors for the Mount Forest BIA. Andrew Coburn, Dwight Benson, Jessica McFarlane, Maggie Schram, Kayla Morton, Amanda Boylan, Rachael Whetham, Allison Litt and Bill Nelson.
AND FURTHER THAT Council approve the following 2024 Directors for the Arthur BIA. Angela Alaimo, Gord Blyth, Jim Coffey, Paula Coffey, Money Dadwin, Sheila Faulkner, Tom Gorecki and Mitch Keirstead.
5. FINANCE
   a. Vendor Cheque Register Report, January 8, 2024

   Recommendation:
   THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated January 8, 2024.

6. FACILITIES
   a. Report FAC 2024-001, Mount Forest Agricultural Grounds Usage

   Recommendation:
   THAT the Council of the Corporation of the Township of Wellington North receive Report FAC 2024-001 being a report on the Mount Forest Agricultural grounds usage after March 31, 2024;

   AND THAT Council of the Township of Wellington North approve the proposed use of these lands as additional storage for Township use or for rental by the public;

   AND FURTHER THAT Council direct staff to review this location as part of any future discussions related to additional recreational facilities required in the future.

7. ADMINISTRATION
   a. Report CAO 2024-002 Southgate Recreation Agreement

   Recommendation:
   THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-002 Southgate Recreation Agreement;

   AND THAT the Council of the Corporation of the Township of Wellington North approve the draft agreement as outlined;

   AND FURTHER THAT staff be directed to forward the draft agreement to the Township of Southgate for Council consideration;

   AND FURTHER THAT if approved by Southgate, staff be directed to bring forward a by-law at a future meeting of Council;

   AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law.

   b. Report CLK 2024-001, Crossing Guard Safety

   Recommendation:
   THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 024-001 Crossing Guard Safety.

   c. Report CLK 2024-003, Clerk’s Year End Review

   Recommendation:
   THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2024-003 Clerk’s 2023 Year End Review.
8. COUNCIL
   a. Guelph Wellington Crime Stoppers Winter 2023/24 Newsletter
      Recommendation:
      THAT the Council of the Corporation of the Township of Wellington North receive for information the Guelph Wellington Crime Stoppers Winter 2023/24 Newsletter.
   b. Saugeen Conservation, correspondence dated December 15, 2023, notice from Ministry of Natural Resources and Forestry Regarding Fee Changes Associated with Planning, Development and Permitting Fees
      Recommendation:
      THAT the Council of the Corporation of the Township of Wellington North receive for information the correspondence dated December 15, 2023 from Saugeen Conservation, notice from Ministry of Natural Resources and Forestry Regarding Fee Changes Associated with Planning, Development and Permitting Fees.
   c. Grand River Conservation Authority
      • Correspondence dated December 22, 2023 regarding 2024 Grand River Conservation Authority Municipal Apportionment and Budget Vote Meetings
      • Report Number GM-10-23-80, dated October 27, 2023, regarding Budget 2024 – Draft #1
      Recommendation:

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 January 15, 2024 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted.

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):
• Wellington North Cultural Roundtable
• Upper Grand Trailway Wellington Sub Committee
• Mount Forest Aquatic Ad Hoc Advisory Committee
Councillor Burke (Ward 2):
- Mount Forest Business Improvement Area
- North Wellington Health Care Corporation Louise Marshall Hospital Board of Directors
- Mount Forest Aquatic Ad Hoc Advisory Committee
- Mount Forest Fireworks Festival Committee
- Lynes Blacksmith Shop Committee

Councillor Hern (Ward 3):
- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur Business Improvement Area
- Grand River Conservation Authority

Councillor McCabe (Ward 4):
- Wellington County Farm Safety Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee
- ROMA Zone 2 Chair

Mayor Lennox:
- Committee of Adjustment
- Wellington North Power
- Ex Officio on all committees

**BY-LAWS**

a. By-law Number 001-2024 being a by-law to authorize the execution of a License Agreement between the Corporation of the City of Guelph and the Corporation of the Township of Wellington North (Arthur Fire Hall)

b. By-law Number 002-2024 being a by-law to amend By-law 083-2022 being a by-law to enter into a Subdivision Agreement with Cachet Developments (Arthur) Inc.

Recommendation:
THAT By-law Number 001-2024 and 002-2024 be read and enacted.

**CULTURAL MOMENT**

- Celebrating Olive (Palmer) Diefenbaker

**CONFIRMING BY-LAW**

Recommendation:
THAT By-law Number 003-2024 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 January 15, 2024 be read and enacted.
ADJOURNMENT

Recommendation:
THAT the Regular Council meeting of January 15, 2024 be adjourned at __:__ p.m.

### MEETINGS, NOTICES, ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Wellington North Growth Management Project Advisory Committee Meeting (via Zoom)</td>
<td>Tuesday, January 16, 2024</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Rural Ontario Municipal Association Conference, Toronto</td>
<td>Sunday, January 21, 2024 to Tuesday, January 23, 2024</td>
<td></td>
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<tr>
<td>Regular Council Meeting</td>
<td>Monday, January 29, 2024</td>
<td>7:00 p.m.</td>
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</table>
TOWNSHIP OF WELLINGTON NORTH 2024/2025 INSURANCE & RISK MANAGEMENT

Presented By:

Andrew Coburn - Coburn Insurance Brokers Ltd.
Broker of Record

Colin Smith – Intact Public Entities
Regional Manager
State of the Insurance Industry

The insurance market is slightly shifting from the hard market we have experienced the last few years. We are now seeing single digit bottom line increases, a positive change from the high teens to low twenty’s seen in the industry during the height of the hard market. Rate increases of 5-15% across all policies are not industry wide, more policy specific based on performance.
Insurance Industry Update
Township of Wellington-North

Municipal Property Insurance

• Rate increases on property policies have reduced down to mid single digits

• Inflation has been the primary variable behind property premiums as 7% inflation is applied to all buildings

• Inflation as a result of shortages and increasing costs in labor, materials, supply chain constraints and ongoing project delays. As a result, insurers are placing high inflationary factors on property renewals to ensure adequate limits in the event of a claim. Inflationary factors have been between 6-11% on property policies
Municipal Casualty Insurance

• Municipal insurance is complex and has unique elements when compared to traditional commercial and personal insurance. The most significant differentiator is the long tail nature of municipal liability claims. Furthermore, social inflation continues to impact the legal landscape. Society is more litigious and individuals demonstrate less accountability resulting in higher claims frequency and severity. In response, judges have awarded more contributory negligence to municipalities vs. plaintiffs because of their perceived deep pockets.

• Motor vehicle accident claims are the largest driver of claims costs and premiums. This is attributed to claim severity and the length of time it takes to reach resolution. In 2022 a County in Ontario closed a road claim from 2011. Although the municipality followed MMS, the award was in favor of the plaintiff and the municipality was attributed 100% liability ($16M), double what was anticipated.

• Class action lawsuits are increasing in frequency due to certification process is now much easier and it is a desired target for plaintiff lawyers. Despite a municipality’s innocence, class actions are more difficult and costlier to defend.
Cyber Insurance

• Since product inception, Cyber insurance has continually been unprofitable for insurers. Rates have dramatically increased for three consecutive years resulting in premium increases between 50-100%

• As a result of advanced underwriting and rate adequacy coupled with the risk mitigation from Townships, this segment is starting to see signs of improvement

• Municipalities continue to be a focus, however the risk mitigation including proper data storage, Multi-Factor Authentication, cyber app’s and emergency response plans have resulted in more favorable risk profile to insurers.
Insurance Policies
Township of Wellington-North
Municipal Insurance Program

Policies to protect the Township’s financial position:

• General Liability $15,000,000
• Umbrella Liability Policy (two layers $10M $25M respectively)
• Property and Machinery Breakdown Policy
• Automobile Insurance Policy
• Comprehensive Crime Policy
• Cyber Liability
• Annual Low Risk Events Liability (Facility Users)
## Intact Public Entity Proposal

### Casualty
- Casualty/Primary Liability: $157,351
- Crime: $1,785
- Board Members Accident: $310
- Volunteers’ Accident: $210
- Cyber: $13,650
- Facility User Solution: $3,000

### Property
- Property: $87,045

### Automobile
- Owned Automobile: $63,822

### Excess
- Follow Form- 1st layer: $4,132
- Follow Form – 2nd layer: $5,886

### Total Annual Premium: $337,191
## Year over Year Comparison

<table>
<thead>
<tr>
<th>Corporation of the Township of Wellington North</th>
<th>2022-2023</th>
<th>2023-2024</th>
<th>2024-2025</th>
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<tbody>
<tr>
<td>Carrier Population - Liability</td>
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<tr>
<td>GL Premium</td>
<td>$124,518.00</td>
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<td>E&amp;O Premium</td>
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<td>Automobile - Premium</td>
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<td>Blanket Property Inc. Boiler</td>
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<td>Councillors Accident Premium</td>
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<td>Volunteer Accident Premium</td>
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<td>Annual Low Risk Events Liability Premium</td>
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<tr>
<td>Annual Low Risk Events Liability Policy Fee</td>
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<tr>
<td>Cyber Liability Premium</td>
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<td>Cyber Liability Policy Fee</td>
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<tr>
<td><strong>TOTAL PREMIUM</strong></td>
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<td>$337,191.00</td>
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<td><strong>PERCENTAGE CHANGE</strong></td>
<td>16%</td>
<td>19%</td>
<td>7%</td>
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CALLING TO ORDER
Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA
RESOLUTION: 2023-451
Moved: Councillor Hern
Seconded: Councillor Renken
THAT the Agenda for the December 11, 2023 Regular Meeting of Council be accepted and passed.
CARRIED

DISCLOSURE OF PECUNIARY INTEREST
Councillor Burke declared an indirect pecuniary interest with the following:
Under the heading of Items for Consideration, 2. Planning:
   a. Report DC 2023-033, Consent Application B90-23 Alette Holsteins Ltd.
as her employer prepared appendices for these items.
CLOSED MEETING SESSION

The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;

RESOLUTION: 2023-452
Moved: Councillor McCabe
Seconded: Councillor Renken
THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:31 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;

CARRIED

1. REPORTS
   • Report EDO 2023-025 455 Dublin Street, Mount Forest
   • Report TR 2023-013 2024 – Government Grant – 2024 Allocation

2. REVIEW OF CLOSED SESSION MINUTES
   • November 20, 2023

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2023-453
Moved: Councillor McCabe
Seconded: Councillor Burke
THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:48 p.m.

CARRIED

RESOLUTION: 2023-454
Moved: Councillor Renken
Seconded: Councillor Hern
THAT the Council of the Corporation of the Township of Wellington North receive report EDO 2023-025, 455 Dulin Street, Mount Forest

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED
RESOLUTION: 2023-455
Moved: Councillor Burke
Seconded: Councillor McCabe
AND FURTHER THAT Council approve the confidential direction to staff.
CARRIED

RESOLUTION: 2023-456
Moved: Councillor Renken
Seconded: Councillor Hern
THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the November 20, 2023 Council Meeting.
CARRIED

O’CANADA

COUNTY COUNCIL UPDATE
Andrew Lennox, Mayor

The County Budget is not complete, but it appears a 4.8% increase to the tax levy. Included in the budget is the beginning of bridge replacements along Wellington Road 109 east of Arthur. The ten-year plan has one bridge per year being replaced in the next four years. The bridge replacement plan includes partial road closure with one lane of traffic being open. There is some possibility that more than one bridge could be done at a time. He would welcome feedback on that possibility. The first bridge anticipated is the one closest to Arthur.

Rural broadband is believed to have widely accessible broadband to all urban and rural residents in southwestern Ontario by the end of 2025. There may be some gaps, but SWIFT is working on finding ways to fill those gaps. There is only a little bit of Wellington North south of Arthur in the SWIFT project. They are trying to find people along those routes to have a box in their home to measure speed to ensure service quality that was anticipated with the installation is actually realized.

Homelessness is a growing problem across Guelph Wellington. It may be seen in our rural areas as well. If you see someone who is homeless or struggling contact Social Services. They have outreach workers to help people connect with services available.

PRESENTATIONS

1. Michael Meunier, Project Lead, New Horizons
   • Report CLK 2023-039, New Horizons Seniors Helping Seniors

Mr. Meunier provided information about the programs offered, content, and statistics for the Novice Learners and the Experienced Learners programs. The programs are delivered in-person at no cost to participants. Thirty-one people enrolled in the Novice Learners program and twenty-nine people enrolled in the Experienced Learners program.
RESOLUTION: 2023-457
Moved: Councillor Renken
Seconded: Councillor Hern
THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2023-039 New Horizons Seniors Helping Seniors;
AND THAT staff be directed to apply for a grant in 2024 if funding becomes available.
CARRIED

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2023-458
Moved: Councillor McCabe
Seconded: Councillor Burke
THAT the Council of the Corporation of the Township of Wellington North recess the December 11, 2023 Regular Meeting of Council at 2:23 p.m. for the purpose of holding meetings under the Planning Act.
CARRIED

COMMITTEE OF ADJUSTMENT

- A13/23 Pinestone Construction (185 & 187 Schmidt Dr)
- A14/23 Pinestone Construction (180 & 182 Schmidt Dr)
- A16/23 Pinestone Construction (207, 209, 211 & 213 Schmidt Dr)
- A17/23 Pinestone Construction (217, 219, 221 & 223 Schmidt Dr)

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2023-459
Moved: Councillor Renken
Seconded: Councillor McCabe
THAT the Council of the Corporation of the Township of Wellington North resume the December 11, 2023 Regular Meeting of Council at 3:02 p.m.
CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, November 20, 2023
2. Special Meeting of Council, November 29, 2023

RESOLUTION: 2023-460
Moved: Councillor Hern
Seconded: Councillor Burke
THAT the minutes of the Regular Meeting of Council held on November 20, 2023 and the Special Meeting of Council held on November 29, 2023 be adopted as circulated.
CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

1b, 1c, 2a, 2d
ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2023-461
Moved: Councillor Burke
Seconded: Councillor McCabe

THAT all items listed under Items For Consideration on the December 11, 2023 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 the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority Membership Meeting #9-2023 held on September 20, 2023 and Membership Meeting #10-2023 held on October 18, 2023.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority Board of Directors meeting held on October 19, 2023.

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report Prepared by Jessica Rahim, Senior Planner, County of Wellington, regarding 210 Gordon Street, Arthur, Zoning By-law Amendment ZBA20/23 - 9407949 Ontario Limited (Harvest View Estates);
AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2023-034 regarding the Final Approval of the Cordon Canada Ltd. Site Plan Control Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2023-036 regarding the Final Approval of the 2763605 Ontario Inc. Site Plan Control Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-15 being a report on the City of Guelph By-law Enforcement Services;
AND THAT the Council of the Township of Wellington North authorizes the Mayor and Clerk to sign the by-law to enter into an agreement with the City of Guelph for the purposes of providing By-law Enforcement Services to the Township of Wellington North.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-16 being the Building Permit Review for the month of October 2023.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-17 being the Building Permit Review for the month of November 2023.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated December 4, 2023.
THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2023-04 being a report on the awarding of purchase of a SCBA fill station and compressor;
AND THAT Council accept this report and award the purchase to AJ Stone for a SCBA fill station and compressor for the amount of $62,447 +HST.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report OPS 2023-043 being a report on Public Information Centre – Capital Projects.

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-044 being a report on Traffic regulation by-law update and to repeal By-law 130-22;
AND THAT Council approve the housekeeping amendments identified within this report;
AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law.


THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2023-040 Heritage Designation.

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2023-014 Township of Wellington North Strategic Plan Implementation for information;
AND THAT Council of the Corporation of the Township of Wellington North endorse the implementation work-plan in principle;
AND FURTHER THAT Council directs staff to report back on the progress of the plan bi-annually.

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from Barclay Nap, President, Wellington Federation of Agriculture regarding battery storage systems in Wellington County.

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from Mayor Andrew Lennox to Hon. Paul Calandra, Minister of Municipal Affairs and Housing, dated November 30, 2023, regarding proposed legislation to reverse previous decisions on Municipal Official Plans/Official Plan Amendments.

THAT the Council of the Corporation of the Township of Wellington North receive the Mount Forest Community Garden Update.

THAT the Council of the Corporation of the Township of Wellington North receive the Saugeen Valley Conservation Authority 2024 Authority Meeting Schedule.

CARRIED
CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2023-462
Moved: Councillor Renken
Seconded: Councillor Hern
THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the minutes of the County of Wellington Accessibility Advisory Committee meeting held on May 4, 2023.
CARRIED

RESOLUTION: 2023-463
Moved: Councillor McCabe
Seconded: Councillor Renken
THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Committee meeting held on November 29, 2023.
CARRIED

Burke removed herself from the meeting as she had previously declared a conflict with Report DC 2023-033.

RESOLUTION: 2023-464
Moved: Councillor McCabe
Seconded: Councillor Renken
THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-033 being a report on Consent Application (Severance) B90-23 known as Part Lot 6, Concession 5 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North support consent application B90-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;
- THAT daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent to municipal roads be deeded to the Township;
• THAT the severed lands be rezoned to restrict residential development to the satisfaction of the local municipality and the County of Wellington Planning and Development Department.

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.

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2023-465
Moved: Councillor McCabe
Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2023-035 regarding the Final Approval of the Robert’s Farm Equipment Sales Inc. Site Plan Control Agreement.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):
• Mount Forest BIA held a successful tree lighting event on November 24th.
• Mount Forest Aquatics Committee arranged a successful walking Christmas Home tour on November 25th with five homes participating.
• Mount Forest BIA meeting to be held December 12th.

Councillor Hern (Ward 3):
• Mount Forest Chamber of Commerce and Arthur BIA meetings this week.
• Arthur Chamber of Commerce Meeting scheduled for December 13th has been cancelled.
• Grand River Conservation Authority AGM is December 15th.

Councillor McCabe (Ward 4):
• ROMA final 2023 meeting was held on Friday, December 8th. He will bring report to Council in the new year.

BY-LAWS

a. By-law Number 112-2023 being a by-law to enter into a Mutual Drain Agreement with Maple Lane Farm Service Inc., Wyholm Farms Limited, Crescendo Farms Inc., Laverne and Erma Weber and The Township of Wellington North

b. By-law Number 113-2023 being a by-law to adopt a budget including estimates of all sums required during 2024 for operating and capital, for purposes of the municipality
c. By-law Number 114-2023 being a by-law to regulate traffic in the Township of Wellington North and to repeal By-law No. 130-2022

d. By-law Number 115-2023 being a by-law to authorize an Agreement for By-law Compliance Services

e. By-law Number 116-2023 being a by-law to provide for an interim tax levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears

f. By-law Number 117-2023 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2024

g. By-law Number 118-2023 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for The Township of Wellington North (Harvest View Estates)

RESOLUTION: 2023-466
Moved: Councillor McCabe
Seconded: Councillor Renken
THAT By-law Number 112-2023, 113-2023, 114-2023, 115-2023, 116-2023, 117-2023 and 118-2023 be read a First, Second and Third time and enacted.
CARRIED

CULTURAL MOMENT

- Celebrating Christmas time in Pioneer Canada

At Christmastime in pioneer Canada, the tree wasn’t loaded with gifts, but those small log cabins were filled with love. Most pioneer families did not put up a Christmas tree, as log cabins were too small and most United Empire Loyalists were of English, Scottish, and Irish descent and the Christmas tree did not originate in those countries.

The Christmas tree came to Canada with settlers from Pennsylvania who were of German descent. When Queen Victoria’s husband, Prince Albert, introduced the Christmas tree to England, then Canada took on the tradition.

British families had a custom of hanging greens. This was more appropriate in the cabins of Upper Canada. English greens consisted of ivy, mistletoe, and holly. These were not available during the winter months, so evergreen boughs were hung and made into garlands. They also had the Christmas tradition of the kissing ball. In Upper Canada, a garland was woven into a hanging ball that hung from the rafters. This ball took the place of the Christmas tree. Children made figures out of straw and yarn to decorate the Christmas ball and garland. Cookie dough figurines and gingerbread men were not used to decorate the tree until after 1860.

Stockings were hung on the mantle or bedposts. A gingerbread man may have been included, but it would have been molded by hand. Wooden rocking horses were often made for small children. The carver added a horsehair mane and tail; then, painted eyes and a saddle. The horse was a magnificent specimen of early Canadian handcrafts. It may look rustic, but it was made with love. Children made gifts for parents and siblings: potpourri, sachet, and pomander balls. Girls as young as five-
years-old could hem by hand and knit. Candy and cookies were made. The candy
(fruit juice and peppermint flavours) were shaped into sticks or balls. Wild turkey or
goose was served along with mincemeat pie and plum pudding made with hand-
gathered fruit.

Knox Presbyterian Church in Conn has had an annual display of Nativities and
International Christmases for the past 5 years. There are 500 plus nativities, as well
as over 100 angels and the Christmas traditions of international countries along with a
cookie recipe. The display is held on the first weekend of December each year.

Submitted by Councillor Penny Renken, Wellington North Cultural Roundtable

**CONFIRMING BY-LAW**

RESOLUTION: 2023-467
Moved: Councillor Hern
Seconded: Councillor Renken
THAT By-law Number 119-23 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 11, 2023 be read a First, Second and Third time and enacted.
CARRIED

**ADJOURNMENT**

RESOLUTION: 2023-468
Moved: Councillor McCabe
Seconded: Councillor Burke
THAT the Regular Council meeting of December 11, 2023 be adjourned at 3:20 p.m.
CARRIED

MAYOR                                                                 CLERK
CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Dwight Benson, Kailyn Cudney, Dale Small, Andrew Coburn, Bill Nelson, Maggie Schram, Jessica McFarlane, Rachel Whetham, Allison Litt

Staff:

Community Members: Laura Majic

ABSENT ATTENDEES

Kayla Morton, Amanda Boylan, Sherry Burke

WELCOME AND INTRODUCTIONS

REVIEW AND ADOPTION OF THE AGENDA

Bill motions to adopt the agenda, Maggie seconds. Motion carried.

ITEMS FOR DISCUSSION

1. Snow Removal - BMO Parkette
   - Looking to confirm who is responsible for the snow removal of the parkette
   - Snow removal of the BMO Parkette is responsibility of BMO as it is their property still
   - However, it is a park and no other parks in town are snow removed
2. Downtown Wifi Signs

Maggie
- Maggie suggested we get window stickers for the WIFI window stickers
- Maggie has reached out to a few local makers but hasn't heard back yet
- Allison mentioned she has a client who makes signs and stickers, she is going to let her client know that Maggie is going to reach out
- Idea to have a QR code that leads back to our website - if design permits
- Maggie to reach out to Allison's contact and bring it to the next meeting
- Kailyn to send Mount Forest BIA logo to Maggie

3. Garbage Can Replacement - New Design

Bill
- Bill is working on getting some more designs and prices

4. Weekly Garbage Pick Up - Main St

Bill
- Proposal being presented to the municipality by the township
- $480 a week, $12,000 annually (26 weeks)
- Pick up would be at 6am
- Between Birmingham St and Queen St
- Dale is taking this to proposal to council to suggest the township pick up the cost of these pick-up
- If this is to move forward, BIA is to create mass notice for building and business owners regarding the extra pickup
- Estimated start would be 1st of February - to be confirm
  - Bill motions to approve the suggestion to the municipality that they pick up the cost of the additional garbage pick ups. Jessica seconds. Motion carried.

5. Christmas Tree

Dwight
- 560 lights on the tree
- January 10-12-13 when the tree is expected to be removed
- Ideas for when to do it next year- Dwight thought perhaps the Thursday before the Friday night Christmas Parade to make it a weekend event, and to move the time of the lighting up to 5 or 6
- Dwight presented a project summary indicating the approximate cost of the project was $2300

6. Banners

Dwight
- Dwight has reached out to a second company (Alpha Graphics - have done Elora/Fergus banners) they recommended a type of ink printing that get absorbed into the banner material and they believe they will last twice as long as the current ones
- $100 a banner plus set up fee for a design if we want a different design
- $75 hour rate for installation
- Design suggestions include - water tower, support local, high healthy happy, landmarks like bridge and saugeen river, welcome on the two end banners (x4)
- Bill motions to authorize Dwight to contact Alpha Graphics and get some
designs up to $500 in cost. Maggie seconds. Motion carried.
- Dwight to reach out to them for some designs to discuss

7. Snowflakes

- Frames are good on current snowflakes, the LED lights are breaking down
- $900 - $950 plus tax each to replace for entire fixture
- Approx $370 to re-rope and rewire existing frames that need new lights,
  this quote is for 8 units
- Would have to get the units to mississauga to be repaired
- Dwight suggests we do 12-14 - approx cost for 12 would be $4440 plus
  taxes and transportation fees
- Bill motions to move forward with rewiring and re-roping 12-14 snowflakes
  and/or stars. Jessica seconds, Motion carried

8. Socials / 2024

- Quarterly updates - newsletter to share for events within that quarter,
  january quarter to recap 2023 BIA initiatives
- Discussed social media post ideas:
  - Pictures of business storefront windows for a social media post
    idea with the christmas decorations
  - historical photos - Mark McKenzie from the archives would be a
    good contact for history on photos
  - Meet the team (bia members) for one week, and an update or event
    for the following week
  - Holiday posts

9. Crosswalk

- Council have deferred the king and main crosswalk to 2025
- There are two crosswalks that will be implemented in 2024 which are
  outside of the BIA district
- Budget allocated for cross walk of $20,000 to be moved forward to 2025

10. BIA 2024 Events Subcommittee

- Maggie reaching out to the Chamber to discuss a quarterly event,
- Q1 - Family Day weekend event?
- Q2 - June - summer kick off?
- Q3 - Halloween? Saturday prior to Halloween
- Q4 - Christmas Tree Lighting/weekend event
- Subcommittee to be Maggie, Kailyn, Rachel, & Amanda
- Will be designing a bookmark or pamphlet to show upcoming events -
  potential to collaborate with the Chamber to list events
- Maggie to compile a list of prospective events to be listed on the
  bookmark / to plan our calendar

NEW BUSINESS

- Dwight presents new business -
- Birmingham to Queen - Dwight feels like there are gaps in the lighting, or colour of lightbulbs are inconsistent in colour
- Dwight met with PUC and electrician to see if lighting can be rectified to make it brighter - the light poles belong to the town and they have a service contract with the PUC to work on the poles
- Dwight suggests lighting the town with 4000k - 5000k LED lights to brighten the downtown and suggests we share the cost with the town
- Lights and wiring would need to be replaced
- 43 lights downtown - changing the bulbs to LED would reduce the hydro being used & cut down on costs for the town
- Dwight to get quotes to refit the lights, installation, etc, calculate what the cost savings would be and present these to the town

1. NEXT MEETING

January 9th 2023 in the Lower Leisure Room @ Mount Forest Arena

ADJOURNMENT

Meeting adjourned by Andrew.
CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

DIRECTORS PRESENT
Jessica McFarlane, Maggie Schram, Dwight Benson, Andrew Coburn, Councillor Sherry Burke

OTHER ATTENDEES
Dale Small, Jaime Parker (Treasurer), Kailyn Cudney, Amanda Boylan, Peter Mohr (owner of Shoetopia), Laura Majic (owner of Colors from Afar), Pam Zmija

APPROVAL OF AGENDA
Dwight Benson motions to amend the agenda to add Allison Litt to the board of directors.
Jessica motions to amend the agenda to add Rachel Whetham to the board of directors.
Jessica motions to remove Claire Prentice from the board of the directors.

Moved by Maggie Schram and seconded by Jessica McFarlane to approve the agenda, as circulated. Motion carried

ADOPTION OF MINUTES
Moved by Jessica McFarlane and seconded by Dwight Benson to adopt the minutes from the Nov 9th, 2022, AGM as circulated with the Agenda. Motion carried
COMMENTS FROM THE CHAIR

Andrew extends appreciation to everyone who came out. Andrew thanks the board for the commitment level of the members. We are eager as the BIA continues to grow as business owners extend interest in joining.

A year in review, the ReImagined Laneway was spearheaded by Jessica McFarlane and Maggie Schram. Dwight Benson spearheading the Heritage Building gardenscape as well as the Christmas Tree lighting alongside Sherry Burke. The BIA contributed to the Mount Forest Fireworks as well as the ongoing supply of the flower boxes downtown. Andrew thanks Wellington Produce Packaging for allocating us space for storage.

2023 TREASURER’S REPORT

Jaime went over the financial statement for the current term. Net Income $52,738.68, Net Expenses $63,330.83, Net Surplus (loss) -$10,592.15.

Current bank balance $48,135.43
Accounts Receivable $8,000
Current HST Refund $6,929.10
Accounts Payable $1,407.52
Projected Bank Balance $61,657.01

2024 WORKPLAN AND BUDGET PRESENTATION

Andrew presented the workplan and budget estimate as follows:

<table>
<thead>
<tr>
<th>Income</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected Opening Balance</td>
<td>$61,657</td>
</tr>
<tr>
<td>Property Owners Contributions (83 @ $361.45)</td>
<td>$30,000</td>
</tr>
<tr>
<td>Street Cleaning</td>
<td>$2,875</td>
</tr>
<tr>
<td>HST Rebate</td>
<td>$6,929</td>
</tr>
<tr>
<td></td>
<td><strong>Total Forecast Revenue</strong> $101,461</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Flowers (additional needed for upcoming season)</td>
<td>$8,000</td>
</tr>
<tr>
<td>Storage (WPP)</td>
<td>$500</td>
</tr>
<tr>
<td>Main St Beautification (ReImagined Laneway, Parkette, etc)</td>
<td>$40,000</td>
</tr>
</tbody>
</table>
Event Marketing, Promotion (Fireworks, Christmas Tree Lighting, Retail, etc.) $7,500
Christmas Decorations (Purchase and repair snowflakes, miscellaneous lighting, Christmas tree) $4,000
Main St Maintenance (garbage can replacement) $16,000
Pole Wiring Expenses $3,000
Street/Parkette Cleaning $3,150
OBIAA Membership $500
BIA Admin Support $5,000
Accounting $750
Advertising, office, miscellaneous $1,000
Bank Charges $100
Crosswalk $20,000

Total Forecast Expenses $109,500

Ending Balance $(-8,039)

Conversations were had about the town Wi-Fi regarding how to advertise it better, tables to the next meeting.

OVERVIEW OF 2024 AND BEYOND WORKPLANS

- Cross Walk
- Hardscape Projects/ ReImagined Laneway
- Events
- Annual Expenses

MOTIONS TO APPROVE:

- 2024 Workplan as presented
  Moved by Maggie Schram and seconded by Dwight Benson to approve the 2024 work plan as presented. Motion carried.
- 2024 BIA Tax Levy to remain the same at $361.45/per property
Moved by Maggie Schram and seconded by Dwight Benson to recommend to council that the 2024 BIA Tax Levy be set @ $361.45/property (same as 2023). Motion carried.

**CURRENT BUSINESS**

- Christmas Tree lighting is on November 24th, event is from 6-8 and lighting will be at 6:30
- Intention is to be both trees will be lit at 6:30 (Home Hardware Tree and Heritage Tree)
- Pictures with Santa is at Home Hardware
- Holstein Bells will be at the Clock Tower downtown from 6-7

**MOTION TO RECOMMEND AND APPROVE BIA DIRECTORS**

Andrew Coburn; President
Dwight Benson
Bill Nelson
Jessica McFarlane
Councillor Sherry Burke
Kayla Morton
Maggie Schram

Remove Jayme Hewson
Remove Claire Prentice

Add Amanda Boylan
Add Rachel Whetham
Add Allison Litt

Dwight expresses that Allison Litt is looking to join the BIA board of directors.
Jessica expresses that Rachel Whetham is looking to join the BIA board of directors.

Moved by Jessica McFarlane seconded by Maggie Schram to add Rachel Whetham, Allison Litt, and Amanda Boylan to the BIA board of directors, as well as the removal of Jayme Hewson and Claire Prentice from the BIA board of directors. Motion carried.

**CLOSING**

Councillor Sherry Burke thanks Andrew Coburn for his commitment and leadership as the President of the BIA.
NEXT MEETING

Proposed date of the next AGM is November 13th, 2024.

ADJOURNMENT

Moved by Andrew Coburn and seconded by Jessica McFarlane, meeting adjourned at 8:45am.
Arthur Business Improvement Association
MINUTES ARTHUR BIA ANNUAL GENERAL MEETING
December 13, 2023 @ 7:30 PM : virtually via Zoom link

BOARD MEMBER ATTENDEES:  
Angela Alaimo Chair  
Gord Blyth; Secretary,  
Jim Coffey, Paula Coffey  
Councilor Lisa Hern,  
Mitch Keirstead non voting member

OTHERS:  
Bonnie McIntosh  
Chris McIntosh,  
Murt Wolsley

WELCOME AND INTRODUCTIONS:  
Chair Angela called the meeting to order at 7:31 pm and thanked everyone for attending and asked everyone to introduce themselves.

Motion 1 APPROVAL OF AGENDA  
Moved by Gord Blyth and seconded by Jim Coffey to approve the agenda, as circulated.  
Motion carried.

Motion 2 ADOPTION OF MINUTES  
Moved by Lisa Hern and seconded by Gord Blyth to adopt the minutes from the Nov 16th, 2022, AGM as circulated.  
Motion carried.

COMMENTS FROM THE CHAIR  
Chair Angela described the various projects undertaken in 2023. Refocusing attention from the art alley due to anticipated renovation of that building by the municipality, the Board has proceeded with creating and acquiring new banners with Arthur Icons on one side and places of interest on the other together with 14 Pride banners that will be displayed on downtown poles. Thank you to Paula Coffey for her time and commitment to collecting pictures and to Carolyn Paquet for input in design. Continue planning of planters and baskets and acquiring a new supplier for the flower baskets, replacing garbage bins to replace the originals degraded due to weather conditions, acquiring an email address, an Instagram account that is managed by Paula Coffey, arranging for maintenance of the Poppy art with a thank you to the Township of Wellington North for its one time payment of the fee, and support of various Shop Local initiatives.

2023 TREASURERS REPORT  
Chair Angela presented the financial statements previously provided by Treasurer Tom Goreckti for the 2023 fiscal year.
2024 WORKPLAN AND BUDGET PRESENTATION  Chair Angela discussed the draft 2024 workplan as provided by Treasurer Tom Gorecki and budget as follows:

<table>
<thead>
<tr>
<th>Budget Projection 2023</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Expense</td>
<td>Income</td>
</tr>
<tr>
<td>Starting Balance</td>
<td>$ 16,087.58</td>
</tr>
<tr>
<td>2023 Tax Levy ($350/property)</td>
<td>$ 19,250.00</td>
</tr>
<tr>
<td>Township Loan Repayment Year 2 of 10</td>
<td>$ 12,669.00</td>
</tr>
<tr>
<td>Downtown Planters and baskets</td>
<td>$ 4,500.00</td>
</tr>
<tr>
<td>OBIAA membership</td>
<td>$ 270.00</td>
</tr>
<tr>
<td>Banners</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>QR code implementation</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Event budget</td>
<td>600.00</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$ 23,039.00</td>
</tr>
<tr>
<td></td>
<td>$ 19,250.00</td>
</tr>
<tr>
<td></td>
<td>$12,298.58</td>
</tr>
</tbody>
</table>

Items for the Banners, QR code were added and it was decided that instead of allocation to local initiatives we would have an event budget.

2024 Workplan Discussion: Discussion followed on potential programs for the BIA to focus on in the future. Ideas discussed and generally supported include the following:

<table>
<thead>
<tr>
<th>Banners and QR codes for description of places and persons</th>
<th>More use of OBIAA resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working with Jim Phillips, Chamber for hiring short term of administration assistant</td>
<td>Planters and baskets</td>
</tr>
<tr>
<td>Newsletter giving more support to downtown businesses</td>
<td>Working with Chamber for combined event calendar, after 5 programs</td>
</tr>
</tbody>
</table>

Motion Three: Moved by Paula Coffey and seconded by Gord Blyth to approve the 2024 workplan and budget as amended. Motion carried.

Motion Four: Discussion followed and agreement that the 2014 Tax Levy should be kept the same at $350.00 per property. Moved by Jim Coffey and seconded by Gord Blyth that the Arthur BIA recommend to council that the 2024 BIA Tax Levy be set @ $350.00/property which is the same as previous years. Motion carried.
Motion Five  Prior to the meeting, owner/member Ray Hutchison nominated Mitch Kierstead to be his proxy to have a voting Board position. Chris McIntosh questioned whether a Board member could be someone who did not own property or a business in Arthur. Chair Angela read the bylaw and it was agreed that Mitch Kierstead would be put forward for approval by the Township. All other Board Members were asked if they would continue and non-Board Members were encouraged to put their name forward. After some discussion it was moved by Paula Coffey and seconded by Gord Blyth that the following names would be presented to council for approval as Directors of the Arthur BIA:

Chair  
• Angela Alaimo  
Treasurer  
• Tom Gorecki  
Directors (Voting):  
• Gord Blyth  
• Jim Coffey  
• Paula Coffey  
• Money Dadwan  
• Sheila Faulkner,  
• Mitch Keirstead,  

Motion carried.

ROUNDTABLE  Chair Angela opened the floor to anyone with concerns or questions. Murt Wolsley expressed concern for the location of the art alley and the impact it would have on the enjoyment of his property. Specifically he expressed concern that it would encourage people to meet and conduct illicit transactions in that space. His main concern is how the downtown area has changed and that there are issues arising as a result of an increased residential buildings. Lisa mentioned that there would be time to discuss the issues as the renovations will be several years in the future.

DATE OF NEXT MEETING  The next Annual General Meeting for the Arthur BIA was scheduled for November 20th, 2024. The next regular Board of Directors Meeting for the Arthur BIA was not scheduled.

ADJOURNMENT  The Arthur BIA Annual General Meeting was adjourned at 8:37 PM.

AND THAT Council support consent application B91-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

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.

BACKGROUND

The subject properties are located in the south east quadrant of the Township and are known as Part Lot 15, Concession 3, geographically known as 8612 & 8628 Line 2, in the former West Luther Township.

Proposed lot line adjustment is 0.33 hectares with 17.1m frontage, agricultural land to be added to abutting agricultural lot for future residence – Derrick & Lynne Weber.
Retained parcel is 40.75 hectares with 533.9m frontage, existing and proposed agricultural use with existing dwelling, barn, silos and sheds.

ANALYSIS

This application has been reviewed in accordance with the Planning Act, R.S.O. 1990. Staff are advising the above recommendations.

CONSULTATION

Staff have consulted with the Building, Planning & Development Department, Infrastructure Department, Environmental Services and Transportation Services in the Township as well as the County of Wellington, Planning and Development Department on its behalf.

FINANCIAL CONSIDERATIONS

The municipality will realize $250.00 in clearance fees.

ATTACHMENTS

DEV 2024-001 APPENDIX A - Severance Sketch No. 32326-23
Prepared by Matt De Jager at Van Harten Land Surveyors – Engineers, dated June 5th, 2023

DEV 2024-001 APPENDIX B - Aerial View of Subject Lands

DEV 2024-001 APPENDIX C - Planning Report
Dated January 5, 2024, Asavari Jadhav, Planner, Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2024

N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer
APPENDIX A – Severance Sketch

SEVERANCE SKETCH
5525 LINE 2
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON

NOTES:
1. PARCEL "C" TO BE SEVERED FROM PARCELS "A" AND "B" AND Merged with PARCELS "E" "F" "G" and "H" (PIN 71180026).
2. BALANCE OF LANDS TO BE RETAINED IS (PART 1) 60.9 ACRES
3. TOTAL AREA OF PARCELS "B" & "F" (PARCELS MERGED = 10.09 HA).
4. SUBJECT LANDS ARE ZONED AGRICULTURAL AND NATURAL ENVIRONMENTAL RESERVE.
5. DISTANCES ON THIS PLAN ARE ESTIMATED IN FEET AND CAN BE
   MEASURED TO REFLECT ACCURATE DIMENSIONS.
6. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE.
7. BUILDINGS SHOWN ON THIS SKETCH ARE IN ACCORDANCE WITH THEIR PERMITS AND ZONING.
8. THIS IS NOT A PLAT OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSACIONS OR MORTGAGES.

SURVEYOR'S CERTIFICATE:
THIS SKETCH WAS PREPARED ON THE 30TH DAY OF AUGUST, 2015.

VanHarten
LAND SURVEYORS - MUSKOKA

© 2015 THIS SKETCH IS PROTECTED BY COPYRIGHT.
Application: B91/23
Location: Part Lot 15, Concession
Applicant/Owner: Derrick and Lynne Weber

PRELIMINARY PLANNING OPINION: This application for a lot line adjustment would sever a 0.33 ha (0.81 ac) vacant parcel and merge it with an abutting rural residential lot (8612 Line 2) approximately 0.28 ha (0.69 ac) in size. The newly merged lot lands would be approximately 0.61 ha (1.5 ac) in size. A 40.75 ha (99 ac) of agricultural parcel would be retained with existing dwelling, barn, shed, shop and silos.

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

a) That the purchasers take title of the severed and retained lands in the same manner as they hold their abutting land; and,

b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

A PLACE TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 states of PPS “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL and CORE GREENLANDS. Identified features include Grand River Conservation Authority Regulated Flood Plain. It is noted that the proposed lot line adjustment is completely within Prime Agriculture designation.

Section 10.3.5 permits lot line adjustments and states the following:

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

- two abutting farms are merged (merged means the joining of farm parcels under the same ownership) and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- more viable agricultural operations will result;
- an undersized lot is made useable given the requirement for appropriate sewer and water systems.

Lot line adjustments are deemed not to create new lots for the purposes of this plan.

The matters under Section 10.1.3 were also considered. No additional lots are being created as part of this lot line application.

WELL HEAD PROTECTION AREA: The subject property is not located within Well Head Protection Area.

LOCAL ZONING BY-LAW: The subject property is zoned Agricultural (A) and Natural Environmental (NE). The existing lot currently is undersized, and the application would increase the lot size to meet the minimum required lot size of 0.4 ha (1 ac) and will provide sufficient area for a dwelling and accessory building.

SITE VISIT INFORMATION: The subject property was visited and photographed on January 2, 2024. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Asavari Jadhav, Planner
January 5, 2024
TO: Mayor and Council  
DATE: 2024-01-15  
MEETING TYPE: Open  
SUBMITTED BY: Tammy Pringle, Development Clerk  
REPORT #: DEV 2024-002  
REPORT TITLE: Consent Application B92-23, David Fletcher

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-002 Consent Application B92-23, David Fletcher.

AND THAT Council support consent application B92-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

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 REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The subject properties are located in the north east quadrant of the Township and are geographically known as 9427 Highway 6 in the former Arthur Township, and the lands geographically located directly north west of 9427 Highway 6, in the former Arthur Township.

Proposed lot line adjustment is 1.63 hectares with 35.7m frontage (Severance #1 on sketch), vacant land to be added to abutting rural residential lot – Barbara Fletcher
Retained parcel is 0.31 hectares with 20.1m frontage (Retained #1 on sketch), vacant land for proposed rural residential use (see B93-23)

ANALYSIS

This application has been reviewed in accordance with the Planning Act, R.S.O. 1990. Staff are advising the above recommendations.

CONSULTATION

Staff have consulted with the Building, Planning & Development Department, Infrastructure Department, Environmental Services and Transportation Services in the Township as well as the County of Wellington, Planning and Development Department on its behalf.

FINANCIAL CONSIDERATIONS

The municipality will realize $250.00 in clearance fee.

ATTACHMENTS

DEV 2024-002 APPENDIX A – Severance Sketch No. 23-9943
Prepared by Greg Ford at Wilson-Ford Surveying & Engineering, dated January 3, 2024

DEV 2024-002 APPENDIX B – Aerial View of Subject Lands

DEV 2024-002 APPENDIX C – Planning Report
Dated January 8, 2024, Asavari Jadhav, Planner, Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2024

☑️ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer
APPENDIX A – Severance Sketch (2)
Application

B92/23

Location

Part Lot 13, Divisions 1, 2, 3 and 4, Concession EOSR 9
Part Lot 12, Division 4, Concession EOSR 9
TOWNSHIP OF WELLINGTON NORTH (Arthur Township)

Applicant/Owner

David Fletcher

PRELIMINARY PLANNING OPINION: This lot line adjustment application will sever 1.63 ha (4.02 ac) of vacant land (former CN rail line) owned by the applicant and merge it with the abutting rural residential parcel (9427 Highway 6). The newly merged parcel would be approximately 6.24 ha (15.41 ac) in size with an existing dwelling and accessory structures. A 0.31 ha (0.76 ac) of vacant land (former CN rail line) would be retained.

This application is related to lot line application B93/23.

Subject to the Committee being satisfied that the proposed lot line adjustment is ‘minor’ planning staff have no concerns with the application provided that the following matters are addressed as conditions:

a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land;
b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent; and
c) That any concerns of the Conservation Authority can be adequately addressed.

PLACES TO GROW: The Growth Plan for the Greater Golden Horseshoe, 2019, came into effect on May 16, 2019. The result of recent changes to the Growth Plan means the natural heritage system policies will continue to apply, however will only apply to the natural heritage systems mapped in the County Official Plan.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 states “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL, HAMLET (Riverstown) and CORE GREENLANDS. Identified features include Saugeen Valley Conservation Authority regulated Hazard Lands.

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

- two abutting farms are merged (merged means the joining of farm parcels under the same ownership) and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- more viable agricultural operations will result;
- an undersized lot is made useable given the requirement for appropriate sewer and water systems. Lot line adjustments are deemed not to create new lots for the purposes of this plan.

The matters under Section 10.1.3 were also considered including item k) “that the size and shape of proposed lots is suitable, including frontage, area and the proportion of frontage depth” and item m) “that all new lots shall have logical lot lines given existing lot patterns in the area, natural and human-made features and other appropriate considerations”.

No additional building lots are being created as part of this lot line application.

WELL HEAD PROTECTION AREA: The subject lands are not located in a Well Head Protection Area.

LOCAL ZONING BY-LAW: The subject property is zoned Site-Specific Agricultural (A-1), Natural Environment (NE) and Site-Specific Hamlet Commercial (C5-35) that permits an auto body repair shop. The proposed merged parcel meets the minimum lot frontage and area requirements of the A-1 zone.
SITE VISIT INFORMATION: The subject property was visited and photographed on January 2, 2024. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Asavari Jadhav, Planner
January 8, 2024
TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
DATE: 2024-01-15
MEETING TYPE: Open
SUBMITTED BY: Tammy Pringle, Development Clerk
REPORT #: DEV 2024-003
REPORT TITLE: Consent Application B93-23, Leroy Shantz

RECOMMENDED MOTION


AND THAT Council support consent application B93-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

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 REPORTS/BY-LAWS/RESOLUTIONS
N/A

BACKGROUND

The subject properties are located in the north east quadrant of the Township and are geographically known as 7340 Sideroad 5 E, in the former Arthur Township along with the land directly to the southwest.

Proposed lot line adjustment is 0.5 hectares with 50m frontage (Severance #2 on sketch), existing agricultural use to be added to abutting rural residential lot – David Fletcher. Note: related to B92-23

Retained parcel is 36.1 hectares with 999.8m frontage (Retained #2 on sketch), existing and proposed agricultural use.
ANALYSIS

This application has been reviewed in accordance with the Planning Act, R.S.O. 1990. Staff are advising the above recommendations.

CONSULTATION

Staff have consulted with the Building, Planning & Development Department, Infrastructure Department, Environmental Services and Transportation Services in the Township as well as the County of Wellington, Planning and Development Department on its behalf.

FINANCIAL CONSIDERATIONS

The municipality will realize $250.00 in clearance fees.

ATTACHMENTS

DEV 2024-003 APPENDIX A - Severance Sketch No. 23-9943
Prepared by Greg Ford at Wilson-Ford Surveying & Engineering, dated January 3, 2024

DEV 2024-003 APPENDIX B - Aerial View of Subject Lands

DEV 2024-003 APPENDIX C - Planning Report
Dated January 8, 2024, Asavari Jadhav, Planner, Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2024

☒ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer
APPENDIX A – Severance Sketch (1)

SKETCH FOR SEVERANCE APPLICATION
(GEOGRAPHIC TOWNSHIP OF ARTHUR)
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON

Scale 1 : 5000

WILSON–FORD

SEVERANCE #1 1.86 HA
RETIRED #1 0.21 HA
SEVERANCE #2 0.51 HA
RETIRED #2 0.4 HA

CAUTION
THIS SKETCH IS NOT A PLAN OF SURVEY. IT WAS PREPARED FOR THE LIMITED USE OF MCCLOUD FLETCHER. FOR SEVERANCE PURPOSES ONLY.
THIS PLAN IS TO REMAIN CONFIDENTIAL, IS PREPARED UNDER COPYRIGHT AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.

WILSON FORD SURVEYING & ENGINEERING 2024
NO PERSON, WAY COPY, REPRODUCE, ALTER OR DISTRIBUTE THIS
PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION
OF WILSON FORD SURVEYING & ENGINEERING.

NOTES:
ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES
AND ARE BORDERS TAKEN FROM
GROSS OBSERVATIONS (NAM83 CSRS).
DIMENSIONS SHOWN HEREIN REPRESENT A
COMPUTATION OF VARIOUS PLANS AND DETAILS AND
DO NOT REFLECT THE RESULTS OF AN ACTUAL
CURRENT FIELD SURVEY.

LEGEND:

NOTES:
CIVIC ADDRESS: 7240 SOD ROAD SE
ZONING: A-1

PROJECT No: 23-0943 MCCLOUD FLETCHER
Application  |  B93/23
---|---
Location  |  Part Lot 13, Divisions 2, 3 and 4, Concession EOSR
          |  TOWNSHIP OF WELLINGTON NORTH (Arthur Township)
Applicant/Owner  |  Leroy Shantz

PRELIMINARY PLANNING OPINION: This lot line adjustment application will sever 0.5 ha (1.23 ac) of vacant agricultural parcel (Severance #1) and merge with a portion of abutting vacant abandoned CN rail line (Retained #1) of 0.31 ha (0.76 ac). The newly merged parcel would be approximately 0.81 ha (2 ac) in size. A 35.66 ha (88.11 ac) agricultural parcel would be retained with existing Agricultural Commercial use.

This application is related to lot line application B92/23.

Subject to the Committee being satisfied that the proposed lot line adjustment is ‘minor’ Planning staff have no concerns with the application provided that the following matters are addressed as conditions:

a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land;

b) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent;

c) That safe driveway access is provided to the satisfaction of the local municipality;

d) That servicing can be accommodated on the site to the satisfaction of the local municipality;

e) That any concerns of the Conservation Authority can be addresses adequately; and

f) That the applicant provides, to the satisfaction of the local Municipality, an MECP acknowledged Record of Site Condition for the severed parcels which provides:
   i. Evidence that the site is not contaminated, and no remediation is required;
   ii. Or that the required site remediation has taken place.

PLACES TO GROW: The Growth Plan for the Greater Golden Horseshoe, 2019, came into effect on May 16, 2019. The result of recent changes to the Growth Plan means the natural heritage system policies will continue to apply, however will only apply to the natural heritage systems mapped in the County Official Plan.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 states “Lot line adjustments in prime agricultural areas may be permitted for legal or technical reasons”.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL and CORE GREENLANDS. Identified features include Saugeen Valley Conservation Authority regulated Hazard Lands. The severed parcel is completely within the Prime Agriculture designation.

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

- two abutting farms are merged (merged means the joining of farm parcels under the same ownership) and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- more viable agricultural operations will result;
- an undersized lot is made useable given the requirement for appropriate sewer and water systems. Lot line adjustments are deemed not to create new lots for the purposes of this plan.

The matters under Section 10.1.3 were also considered including item k) “that the size and shape of proposed lots is suitable, including frontage, area and the proportion of frontage depth” and item m) “that all new lots shall have logical lot lines given existing lot patterns in the area, natural and human-made features and other appropriate considerations”.

No additional building lots are being created as part of this lot line application.
Further, the proposed lot line adjustment is with an abandoned CN Railway line to facilitate construction of a dwelling, Section 4.5.2 of the Plan provides policy direction for dealing with contaminated sites, including the following:

Development will not be permitted on contaminated sites. Development may only proceed once a contaminated site is restored such that no adverse effect will result from any on-site activity associated with the proposed use. Therefore, planning staff have recommended a condition that the applicant is required to provide an MECP acknowledgment Record of Site Condition for the lands which provide evidence that the site is not contaminated and no remediation is required, or that the required site remediation has taken place.

WELL HEAD PROTECTION AREA: The subject lands are not located in a Well Head Protection Area.

LOCAL ZONING BY-LAW: The subject property is zoned Site-Specific Agricultural (A-1), Agricultural Commercial (AC) and Natural Environment (NE). The severed parcel is complexly within the A zone. The vacant retained parcel #1 is created as result of Lot Line Adjustment application B92-23 is undersized, and the current application would increase the lot size to meet the minimum required lot size of 0.4 ha (1ac) and will provide sufficient area to facilitate construction of a dwelling.

SITE VISIT INFORMATION: The subject property was visited and photographed on January 2, 2024. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Asavari Jadhav, Planner
January 8, 2024
TO: Mayor and Council  
DATE: 2024-01-15  
MEETING TYPE: Open  
SUBMITTED BY: Tammy Pringle, Development Clerk  
REPORT #: DEV 2024-004  
REPORT TITLE: Consent Application B100-23, Gwen & Donald Cormack  

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-004 Consent Application B100-23, Gwen & Donald Cormack.

AND THAT Council support consent application B100-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of $250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a $500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a $250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain;

- THAT the retained lands be rezoned to permit the Agricultural Commercial Use to the satisfaction of the local municipality and the County of Wellington;

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 REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The subject properties are located in the north west quadrant of the Township and are known as Part Lot 6, Divisions 3 & 4, WOSR geographically known as 9724 Highway 6 and Part Lot
6, Divisions 1 & 2, WOSR geographically known as 9754 Highway 6 in the former Arthur Township.

Proposed lot line adjustment is 27.3 hectares with 864m frontage, agricultural land to be added to abutting agricultural parcel – Cleon B. Weber

Retained parcel is 19.8 hectares with 296m frontage, existing agricultural use for proposed agricultural commercial use with existing dwelling, barns and accessory buildings.

ANALYSIS

This application has been reviewed in accordance with the Planning Act, R.S.O. 1990. Staff are advising the above recommendations.

CONSULTATION

Staff have consulted with the Building, Planning & Development Department, Infrastructure Department, Environmental Services and Transportation Services in the Township as well as the County of Wellington, Planning and Development Department on its behalf.

FINANCIAL CONSIDERATIONS

The municipality will realize $250.00 in clearance fees.

ATTACHMENTS

DEV 2024-004 APPENDIX A - Severance Sketch No. 37828-23
Prepared by Jeffrey Buisman at Van Harten Land Surveyors - Engineers, dated November 30th, 2023

DEV 2024-004 APPENDIX B - Aerial View of Subject Lands

DEV 2024-004 APPENDIX C - Planning Report
Dated January 5, 2024, Asavari Jadhav, Planner, Planning and Development Department, County of Wellington: Report

STRATEGIC PLAN 2024

☒ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒
Application: B100/23
Location: Part Lots 6, Division 3 & 4 WOSR
TOWNSHIP OF WELLINGTON NORTH (Arthur Township)
Applicant/Owner: Gwen and Donald Cormack

PRELIMINARY PLANNING OPINION: This application for proposed lot line adjustment would sever 27.3 ha (67.45 ac) of vacant agricultural parcel and merge with an abutting agricultural parcel with exiting dwelling and barns. The newly merged parcel to be approximately 73.3 ha (181.12 ac) in size. A 19.8 ha (48.92 ac) agricultural parcel will be retained. The proposed retained land is intended to operate as an Agricultural Commercial use (farm equipment dealership). The existing dwelling, barns and accessory buildings will be demolished.

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

a) That any concerns of the Conservation Authority can be adequately addressed;
b) That the retained lands be rezoned to permit the Agricultural Commercial Use to the satisfaction of the local municipality and the County of Wellington;
c) That safe driveway access can be provided to the satisfaction of the appropriate road authority;
d) That the purchasers take title of the severed and retained lands in the same manner as they hold their abutting land; and

e) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

A PLACE TO GROW: No concerns.

PROVINCIAL POLICY STATEMENT (PPS): Section 2.3.4.2 allows lot adjustments in prime agricultural area for legal and technical reasons. Legal and technical is defined as “severances for purposes of easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.” Section 2.3.3.4 of the PPS also states that all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected.

The proposed retained land is intended to operate as an Agricultural Commercial use (farm dealership). As per Section 2.3.3.1 permitted uses within prime Agriculture include agricultural uses, agriculture-related uses and on-farm diversified uses. Further, Section 2.3.3.1 states that the “Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.”

Regarding MDS, Planning staff are satisfied that MDS I is not applicable to the proposed lot line adjustment. Furthermore, having considered MDS Guideline #35 and the proposed Agricultural Commercial use (farm equipment dealership) planning staff have no MDS concerns.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated PRIME AGRICULTURAL and CORE GREENLANDS. Identified features include a Saugeen Valley Conservation Authority Regulated Hazard Lands. The proposed lot line adjustment is within the Greenland system.

As per Section 6.4.3, agriculture-related uses are permitted within Prime Agriculture Areas. Section 6.4.5 states that “Small scale agriculture-related businesses as required to serve agriculture and directly related to farm operations may be allowed in appropriate locations and subject to zoning provisions, where they are needed in close proximity to farms.”

Section 10.2.1 b) allows minor boundary adjustments where there are no negative impacts to the Greenland feature. The application sketch indicates that the proposed lot line is within the Greenland system. Therefore, a condition requiring any concerns raised by the Conservation Authority has been added.

Further, Section 10.3.5 permits lot line adjustments and states the following:
Lot line adjustments may be permitted for legal or technical reasons, such as easements, corrections of deeds, quit claims, and minor boundary adjustments. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur where:

- two abutting farms are merged (merged means the joining of farm parcels under the same ownership) and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- more viable agricultural operations will result;
- an undersized lot is made useable given the requirement for appropriate sewer and water systems.

Lot line adjustments are deemed not to create new lots for the purposes of this plan.

The matters under Section 10.1.3 were also considered.

Section 10.3.3 states that the "New lots for agriculture-related uses should be kept to a minimum size necessary for the use and appropriate water and sewage systems."

**WELL HEAD PROTECTION AREA:** The subject property is not located within Well Head Protection Area.

**LOCAL ZONING BY-LAW:** The subject property is zoned Agricultural and Natural Environmental. The proposed merges lot meets the minimum lot area and frontage requirements. A condition has been recommended that requires the retained parcel to be rezoned to permit the proposed Agricultural Commercial use (farm equipment dealership).

**SITE VISIT INFORMATION:** The subject property was visited and photographed on January 2, 2024. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Asavari Jadhav, Planner
January 5, 2024
TO: Mayor and Council
DATE: 2024-01-15
MEETING TYPE: Open
SUBMITTED BY: Darren Jones, Chief Building Official
REPORT #: CBO 2024-002
REPORT TITLE: Cachet Developments (Arthur) Inc. Amending Agreement – Lot 90

RECOMMENDED MOTION


AND THAT Council designate Lot 90, Plan 61M248 (273 Dingman St) as a Class 4 Acoustic Area;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to enter into the amending agreement in the form, or substantially the same form as the draft Agreement, with Cachet Developments (Arthur) Inc.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS


BACKGROUND

Cachet Developments (Arthur) Inc. (the Developer) is the owner/builder of Draft Plan of Subdivision 23T-20202 located on Preston Street North between Smith Street and Domville Street in Arthur, Ontario. The subdivision consists of 133 single detached dwellings, 64 townhouse dwelling units, storm water management pond, park blocks and new municipal streets.

As part of the required documents submitted by the Developer a Noise Feasibility Study prepared by HGC Engineering, dated March 18, 2021 with a subsequent Addendum Letter dated June 9, 2021 (Attachment No. 2) was provided. This study identified three potentially significant sources of sound. Musashi Auto Parts Canada Inc. located to the west and northwest, Ministry of Transportation Arthur Patrol Yard located to the southwest and Lafarge Canada Inc. located further west of Musashi Auto Parts Canada Inc.
Option 1, Mitigation at the Development Only, was selected from the recommendations of the Noise Feasibility Study prepared by HGC Engineering, dated June 9, 2021. Therefore, a 2.3m high noise barrier is to be constructed of solid construction with a surface density of no less than 20 kg/m² for the rear and side yard of Lot 90, as per Landscape Drawings. Additionally, the dwelling on Lot 90 should be designed such that there are no noise sensitive spaces on the west façade and no 2nd storey windows to the noise sensitive spaces on the south façade. The dwelling on Lot 90 should also be set back such that the building provides shielding for the dwellings on Lots 91 to 94 from the nearby industrial facility. For example, Lot 90 should have a rear yard setback of 7m ad Lots 91 to 94 have a rear yard setback of 8m.

The developer has submitted a request to amend the approved noise mitigation measures (Attachment No.1). They state that it is impractical to construct the dwelling on Lot 90 such that there are no noise sensitive spaces on the west façade and no 2nd storey windows to the noise sensitive spaces on the south façade.

**ANALYSIS**

In support of their request the Developer has provided an addendum to the Noise Feasibility Study prepared by HGC Engineering, dated December 1, 2023. The recommendation is to proceed with Option 3.

Option 3 is to designate Lot 90 as a Class 4 Acoustic Area. This designation provides relaxed (higher) daytime and nighttime sound level limits from that otherwise permitted in a semi-urban area, for both indoor and outdoor areas. A Class 4 Acoustic Area also permits receptor-based noise control measures (noise walls, specific construction techniques and materials, etc.) to be used within a proposed new sensitive land use within the vicinity of industrial uses. Class 4 Areas require formal recognition of the classification by the land use planning authority.

Class 4 would allow elevated criteria of 60 dBA during the day and 55 dBA at night at the facades and 55 dBA in rear yards. Mitigation to meet Class 2 limits would include designing the building facades with sound level excesses with no windows to noise sensitivities spaces facing the industry, as noted in Option 1. Other municipalities such as Hamilton, Stouffville, Welland, Mississauga, Vaughan, Burlington, Goderich and Toronto have provided this designation for residential lands when mitigation is significant due to sound levels from an existing commercial/industrial facility and where the increased residential density is desired.

With a Class 4 designation, the following mitigation is required:

1. The dwelling will require air conditioning.
2. A 2.0 m high noise barrier for the rear yard is recommended.
3. Upgraded building and glazing constructions for the dwelling with a Class 4 designation. Brick exterior façade constructions along with a minimum STC-33 rating for all windows into sensitive spaces to further protect the interior spaces of the dwellings.
4. An additional warning clause is required to be included in the property and tenancy agreements and offers of purchase and sale for all dwelling units with a Class 4 designation:

Type F:

“Purchasers/tenants are advised that sound levels due to the adjacent industry are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed.”

The noise barrier as referenced above should be of a solid construction with a surface density of no less than 20 kg/m². The noise barrier may be constructed from a variety of materials such as wood, brick, pre-cast concrete or other concrete/wood composite systems provided that it is free of gaps or cracks.

CONSULTATION

Triton Engineering Services Ltd. peer reviewed the Addendum to the Noise Feasibility Study prepared by HGC Engineering, dated December 1, 2023 and agree that Option 3 is Acceptable/preferable.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Request from Cachet Developments (Arthur) Inc. dated January 3, 2023
2. Addendum #2 – Lot 90, Noise Feasibility Study, dated December 1, 2023

STRATEGIC PLAN 2024

☒ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒
Darren Jones  
Chief Building Official  
Township of Wellington North  
7490 Sideroad 7 W, PO Box 125,  
Kenilworth, ON N0G 2E0  

January 3, 2024

RE: Request for Class 4 designation  
LOT 90  
Cachet Preston Subdivision

On behalf of Cachet Homes, we are kindly requesting the Township consider a Class 4 designation under the MECP guidelines. At the time of subdivision approval, the Class 4 designation had not been explored, however, the recommendations of noise mitigation without the Class 4 designation require a 5m noise fence/wall to be constructed. That fence would be constructed on private property and then maintained by the future homeowner. We see this as a problem, given the fact that maintenance and replacement on such a structure would be quite challenging, not to mention the visual impact of a 5m barrier on Preston Street, as well as on the adjacent neighboring houses, is not something Cachet believes in.

As such, our noise consultants have proposed an alternative noise mitigation solution which would require the Township to accept a Class 4 designation through the MECP on the one Lot 90. This will require several things to occur, including:

- Fitting the house with air conditioning (Cachet to implement through the building process);
- 2m high noise fence as opposed to 5m (Cachet to implement the fence prior to occupancy);
- Upgraded building glazing (brick façade) – already implemented;
- Upgraded windows of STC-33 – Cachet has already implemented STC-35 windows;
- Additional warning clause to be registered on title;

All of these mitigation factors are well within ours and the Township’s control to implement. And, if the outcome of the implementation is the reduction of a 5m fence, and in our opinion an eye sore, we feel it is in the best interests of all those involved to implement them.

Thank you for your consideration of the above, and if there are any questions please do not hesitate to contact us.

Thank you.

Yours truly,

[Signature]

Marcus Gagliardi  
Cachet Homes
December 1, 2023

Cachet Developments (Arthur) Inc.
361 Connie Crescent, Suite 200
Concord, ON L4K 5R2

Via Email: Marcus Gagliardi marcus@cachethomes.com

Re: Addendum #2 – Lot 90, Noise Feasibility Study, Proposed Residential Development
321 Domville Street, Arthur, Ontario

As requested, HGC Engineering has prepared this letter as an addendum to our noise study titled “Noise Feasibility Study Proposed Residential Development, 321 Domville Street, Arthur, Ontario” dated March 18, 2021 and subsequent Addendum letter dated June 9, 2021. This addendum has been prepared to provide updated noise control measures based on the latest draft plan of subdivision dated February 23, 2022, attached as Figure 1 as it relates to Lot 90 only. Refer to the noise study and June 2021 letter for description of the site and surrounding land uses, noise sources, Ministry of Environment, Conservation and Parks (MECP) noise guidelines and assessment methodology. The updated analysis, results and noise control recommendations are summarized below for Lot 90.

Revised Assessment & Results

A revised stationary noise assessment was conducted based on the latest draft plan of subdivision, the siting plan and architectural drawings for Lot 90. The noise source assumptions as outlined in the March 18, 2021 noise study were used. The building setback as shown on the latest plan was used. The dwellings on Lot 90 to 94 are located with sufficient rear yard setbacks as per the recommendation of June 4, 2021 letter such that the dwelling on Lot 90 provides attenuation for Lots 91 to 94 from the noise at the Works Yard. The siting plan for Lot 90 is attached as Figure 2.

The calculations consider the acoustical effects of distance and shielding by the buildings. The predicted sound levels due to the loader and trucking activities (arriving, idling and departing) at the closest façade of the proposed residences during an assumed worst-case busiest hour operating scenario, are summarized in Table 1 and on Figure 3.
Table 1: Predicted Steady Sources Sound Levels at Subject Site (Lot 90) during a Worst-case Operating Scenario Hour [dBA]

<table>
<thead>
<tr>
<th>Receptor</th>
<th>Criteria Day/ Eve/Night (dBA)</th>
<th>Daytime &amp; Evening (07:00-23:00)</th>
<th>Night-time (23:00-07:00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 90</td>
<td>50 / 50 / 45</td>
<td>51</td>
<td>51</td>
</tr>
<tr>
<td>Lot 90 OLA</td>
<td>50 / 45 / --</td>
<td>49</td>
<td>--</td>
</tr>
</tbody>
</table>

Recommendations

There are stationary noise excesses expected at the closest proposed dwelling (Lot 90) to the Arthur Patrol Yard/Works Yard to the southwest. The following conceptual mitigations are provided, and three options are outlined below. The mitigation measures may be subject to change and refinement if additional information is obtained on the industrial uses which are different to the assumptions made in the assessment or the dwelling setbacks are different.

Option 1

1) A 2.3 m high noise barrier for the rear yard of Lot 90.

2) The dwelling on Lot 90 should be designed such that there are no windows to noise sensitive spaces on the west façade and no 2nd storey windows to noise sensitive spaces on the south facade (for example, bungalows).

Option 2

3) A 4.9 m high noise barrier along the side and rear lot line of Lot 90. Noise barrier location shown on Figure 4.

Option 3 – Class 4 Designation for Lot 90

It is understood that Options 1 and 2 are considered difficult to implement due to the desirability of a corner lot with upper storey windows and the high noise barrier requirements.

Option 3 is to request the Town of Arthur to designate Lot 90 as a Class 4 acoustic area. This designation provides relaxed (higher) daytime and nighttime sound level limits from that otherwise permitted in a semi-urban area, for both indoor and outdoor areas. A Class 4 Area also permits receptor-based noise control measures (noise walls, specific construction techniques and materials, etc.) to be used within a proposed new sensitive land use within the vicinity of industrial uses. Class 4 Areas require formal recognition of the classification by the land use planning authority.

Class 4 would allow elevated criteria of 60 dBA during the day and 55 dBA at night at the facades and 55 dBA in rear yards. Mitigation to meet Class 2 limits would include designing the building facades with sound level excesses with no windows to noise sensitivities spaces facing the industry, as noted in
Option 1. Other municipalities such as Hamilton, Stouffville, Welland, Mississauga, Vaughan, Burlington, Goderich and Toronto have provided this designation for residential lands when mitigation is significant due to sound levels from an existing commercial/industrial facility and where the increased residential density is desired.

With a Class 4 designation, the following mitigation is required:

1) The dwelling will require air conditioning.

2) A 2.0 m high noise barrier for the rear yard is recommended.

3) Upgraded building and glazing constructions for the dwelling with a Class 4 designation. Brick exterior façade constructions along with a minimum STC-33 rating for all windows into sensitive spaces to further protect the interior spaces of the dwellings.

4) An additional warning clause is required to be included in the property and tenancy agreements and offers of purchase and sale for all dwelling units with a Class 4 designation:

Type F:

“Purchasers/tenants are advised that sound levels due to the adjacent industry are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed.”

The noise barrier as referenced above should be of a solid construction with a surface density of no less than 20 kg/m². The noise barrier may be constructed from a variety of materials such as wood, brick, pre-cast concrete or other concrete/wood composite systems provided that it is free of gaps or cracks.

The following table summarizes the recommendations made in this letter.

**Table 2: Summary of Noise Control Requirements and Noise Warning Clauses for Lot 90**

<table>
<thead>
<tr>
<th>Mitigation Option</th>
<th>Acoustic Barrier</th>
<th>Ventilation</th>
<th>Type of Warning Clause</th>
<th>Upgrade Building Façade Construction or Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>✓</td>
<td>--</td>
<td>A</td>
<td>✓ (1)</td>
</tr>
<tr>
<td>2</td>
<td>✓</td>
<td>--</td>
<td>A</td>
<td></td>
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<tr>
<td>3 (Class 4)</td>
<td>✓</td>
<td>Central A/C</td>
<td>A, F</td>
<td>STC-33</td>
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</tbody>
</table>

Note: -- no specific requirement

OBC – Ontario Building Code

✓ An acoustical consultant should review the site/grading and architectural plans to specify building envelope components with sufficient acoustical insulation and or review/revise mitigation measures for stationary noise based on the approved designation for Lot 90 land.

(1) No windows to noise sensitive spaces facing commercial and industrial facilities, west and south façade of Lot 90 in a Class 2 scenario.
Implementation

1) Prior to the issuance of building permits for this development, a Professional Engineer qualified to perform acoustical services in the Province of Ontario shall review the builder's plans (siting and architectural) to ensure that the sound control measures as recommended in this report have been incorporated in their entirety.

2) Prior to the issuance of occupancy permits for this development, the municipal building inspector or a Professional Engineer qualified to provide acoustical engineering services in Ontario shall certify that the sound control measures have been properly installed and constructed, as required.

Limitations

This document was prepared solely for the addressed party and titled project or named part thereof, and should not be relied upon or used for any other project without obtaining prior written authorization from HGC Engineering. HGC Engineering accepts no responsibility or liability for any consequence of this document being used for a purpose other than for which it was commissioned. Any person or party using or relying on the document for such other purpose agrees, and will by such use or reliance be taken to confirm their agreement to indemnify HGC Engineering for all loss or damage resulting therefrom. HGC Engineering accepts no responsibility or liability for this document to any person or party other than the party by whom it was commissioned.

Any conclusions and/or recommendations herein reflect the judgment of HGC Engineering based on information available at the time of preparation and were developed in good faith on information provided by others, as noted in the report, which has been assumed to be factual and accurate. Changed conditions or information occurring or becoming known after the date of this report could affect the results and conclusions presented.

We trust that this is sufficient information for your present needs. Please do not hesitate to call if you have any further questions or require additional information.

Yours truly,

Howe Gastmeier Chapnik Limited

Reviewed by:

Mandy Chan, PEng
Sheeba Paul, MEng, PEng

Attach: Figures 1 to 4
NOTES

1. ALL UNITS WILL HAVE SUMP PUMP WHICH WILL OUTLET TO THE STORM CONNECTION AS PER TOWNSHIP STANDARD S2, SHOWN ON DET. 3.
2. EXTENDED FOOTINGS AS REQUIRED FOR LOTS 6-7, 16-17, 20-21, 44-45, 76-77, 93-94, 102-103, 118-119, AND 123-124, BLOCK 139-140, AND 142-143 AS DIRECTED BY SOIL CONSULTANT.
3. BUILDING FOOTINGS MUST NOT ENCROACH INTO THE STORM SEWER EASEMENT.

SIGNING CERTIFICATION

I HEREBY CERTIFY THAT THE PROPOSED GRADING, BUILDING TYPE AND APPURTENANT DRAINAGE WORKS COMPLY WITH SOUND ENGINEERING DESIGN AND THE PROPOSED GRADING IS IN CONFORMITY FOR DRAINAGE AND RELATIVE ELEVATION WITH THE OVERALL GRADING, DRAINAGE PLANS FOR THE CACHET DEVELOPMENTS (ARTHUR) INC.

EXCLUDED FROM THIS CERTIFICATION ARE THE DETAILED DESIGN AND ELEVATION WITH THE OVERALL GRADING, DRAINAGE PLANS FOR THE CACHET DEVELOPMENTS (ARTHUR) INC.

BENCHMARK

ELEVATIONS ARE BASED ON GPS OBSERVATIONS FROM PERMANENT REFERENCE STATIONS IN THE NAD83 (CSRS-2010) COORDINATE SYSTEM, WITH HEIGHTS CONVERTED TO ORTHOMETRIC ELEVATIONS ON THE CVG.028 DATUM (1972 AD) USING GCP MODEL MA08, AS SUPPLIED BY NATURAL RESOURCES CANADA.

NOTE: BUILDER TO VERIFY LOCATION OF ALL HYDRANTS, STREET LIGHTS, TRANSFORMERS, AND OTHER SERVICES. IF MIN. DIMENSIONS ARE NOT MAINTAINED BUILDER IS TO RELOCATE AT HIS OWN EXPENSE.

NOTE: BUILDER TO CONFIRM WITH WORKING DRAWINGS FOR SPECIFIC SIZES THAT MAY SUPERSEDE THIS SIZE.

NOTE:USFR ON 130mHl (430ft) DECK DECKS DECK TO COMPLY WITH HOUSING DRAINAGE SPECIFICATIONS THAT MAY SUPERSEDE THIS.
Figure 3: Predicted Stationary Noise Sound Levels
Figure 4: Noise Barrier Locations

Options 1 & 3: Noise Barrier Location

Option 2: Noise Barrier Location

BENCHMARK

ELEVATIONS ARE BASED ON GPS OBSERVATIONS FROM PERMANENT REFERENCE STATION IN THE NAD83 (2011) EPSG 2757 COORDINATE SYSTEM. WITH HEIGHTS CONVERTED TO ORTHOMETRIC ELEVATIONS ON THE CG028 DATUM (2011) AS DETERMINED WITH HGO MODEL M302 AS SUPPLIED BY NATURAL RESOURCES CANADA.

NOTES

1. ALL UNITS WILL HAVE SUMP PUMP WHICH WILL OUTLET TO THE STORM CONNECTION AS PER TOWNSHIP STANDARD S2, SHOWN ON DET. 3.
2. EXTENDED FOOTINGS AS REQUIRED FOR LOTS 6, 6-17, 20-21, 44-45, 76-77, 93-94, 102-103, 118-119, AND 123-124, BLOCK 139-140, AND 142-143 AS DIRECTED BY SOIL CONSULTANT.
3. BUILDING FOOTINGS MUST NOT ENCROACH INTO THE STORM SEWER EASEMENT.
SUBDIVISION AMENDING AGREEMENT

THIS AGREEMENT made this _____ day of _______________, 2024.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(of the “Township”)

OF THE FIRST PART

-and-

CACHET DEVELOPMENTS (ARTHUR) INC.

(of the “Developer”)

OF THE SECOND PART

WHEREAS the Developer is the registered and beneficial owner of the real property described as LOT 90, PLAN 61M248; TOWNSHIP OF WELLINGTON NORTH (PIN: 71096-0254 (LT)) (the “Lot”);

AND WHEREAS the Developer obtained approval of a draft plan of subdivision with conditions pursuant to subsection 51(25) of the Planning Act on July 29, 2021 (the “Plan”);

AND WHEREAS the Developer and the Township entered into a Subdivision Agreement made as of July 11, 2022, and registered in the Land Registry Office for the Land Titles Division in Wellington (No. 61) on July 20, 2022, as Instrument No. WC679707 (the “Subdivision Agreement”);

AND WHEREAS the Plan was registered on September 8, 2022, as Plan 61M248, which included the Lot;

AND WHEREAS Section 8.18 of the Subdivision Agreement provides that the Township may, with the consent of the then registered owner of any land within the Plan, amend the Subdivision Agreement insofar as it specifically affects such land or any part thereof;

AND WHEREAS the Developer and the Township wish to make certain amendments to the Subdivision Agreement affecting the Lot in accordance with the terms and conditions of this Subdivision Amending Agreement;

NOW THEREFORE in consideration of the covenants and premises of this agreement, the sum of two dollars ($2.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as:

1. Amendment. The following provision shall be inserted to Schedule “M” of the Subdivision Agreement, immediately after paragraph 8(a) as paragraph 8(b):

“(b) The Developer shall insert in all future agreements of purchase or lease agreements for Lot 90 the following warning clauses:

i. ‘Purchasers/tenants are advised that due to the proximity of the adjacent MTO Patrol Yard/Works Yard, noise from the facility may at times be audible.’

ii. ‘Purchasers/tenants are advised that sound levels due to the adjacent MTO Patrol Yard/Works Yard are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed.’"
2. **Terms Unchanged.** Except as otherwise provided in this Subdivision Amending Agreement, all other terms, covenants and provisions of the Subdivision Agreement remain in full force and effect.

3. **Registration.** The Developer hereby consents to the registration of this Subdivision Amending Agreement on title to the Lot and covenants to obtain and register such documentation from its mortgagee(s) or encumbrancer(s) as may be deemed necessary by the Township to postpone and subordinate their interest(s) in the Lot to the interest of the Township, so that this Subdivision Amending Agreement shall take effect and have priority as if it had been executed and registered before the execution and registration document(s) creating the interests of the mortgagee(s) or encumbrancer(s) in the Lot.

4. **Successors & Assigns.** The covenants, agreement, conditions and undertakings herein contained on the part of the Developer shall run with the land and shall be binding upon it and upon its successors and assigns as owners and occupiers of the said lands from time to time.

THIS AGREEMENT is executed by the Township this ____ day of ___________, 2024.

THE CORPORATION OF
THE TOWNSHIP OF WELLINGTON NORTH
Per:

____________________________________
Andy Lennox – Mayor

____________________________________
Karren Wallace - Clerk
We have authority to bind the corporation.

THIS AGREEMENT is executed by the Owner this ____ day of ___________, 2024.

CACHET DEVELOPMENTS (ARTHUR) INC.
Per:

____________________________________
Ramsey Shaheen – Vice President
I have authority to bind the corporation.

DEVELOPER’S MAILING ADDRESS: 361 Connie Crescent, Suite 200, Vaughan, ON, L4K 5R2
DEVELOPER’S PHONE NUMBER: 905-764-1983
DEVELOPER’S EMAIL ADDRESS: ramsey@cachetdevelopments.com
TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
DATE: 2024-01-15
MEETING TYPE: Open
SUBMITTED BY: Darren Jones, Chief Building Official
REPORT #: CBO 2024-001
REPORT TITLE: Building Permit Review December 2023

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2024-001 being the Building Permit Review for the month of December 2023.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS
- CBO 2023-017 being the Building Permit Review for the month of November 2023

BACKGROUND

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ANALYSIS

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CONSULTATION

None

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

STRATEGIC PLAN 2024

☒  N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer  ☒
A quick run-through: goal progress check, milestones, and strategic goals.
How Did We Get Here?

In March 2017, SEDC and five municipalities—Brockton, Hanover, Minto, Wellington North, and West Grey—joined forces to kickstart a collaborative venture known as "Saugeen Connects."

Fast forward to May 2021, and we welcomed Arran-Elderslie as an additional municipal partner, followed by the inclusion of South Bruce in 2022.

Our shared mission revolves around fostering positive impacts on local economic growth, championing the development and retention of youth, supporting the growth and longevity of businesses. We also recognize the importance of workforce development as a central pillar, within this framework, immigration plays a crucial role, encompassing residents, workers, entrepreneurs, business owners, operators, and investors.

Together, we're dedicated to shaping a thriving and inclusive future for our region.
Community Future Award

2019
Award of Excellence for Community Economic Development for Saugeen Connects
2023 Review

01 — YOUTH

02 — WOMEN

03 — WORKFORCE

04 — SUCCESSION MATCHING & PLANNING
SSUP
Student Start Up Program

1. Robust Applicant Interest (75 applicants):
   - The receipt of 75 applications is a clear indication of the program’s popularity and the demand for opportunities among the youth.

2. Inclusive Acceptance (60 accepted youth):
   - Accepting 60 out of the 75 applicants underscores the program’s commitment to inclusivity and its mission to provide opportunities to a substantial number of young individuals.

3. Vibrant Entrepreneurial Ecosystem (58 youth-operated businesses):
   - The creation and operation of 58 businesses by the youth showcase the program’s success in cultivating a vibrant entrepreneurial ecosystem.

4. Sustainability and Growth (11 returning businesses):
   - The return of 11 businesses demonstrates the sustainability and impact of the program on young entrepreneurs.
   - This accomplishment suggests that the program is not only successful in initiating new ventures but is also instrumental in supporting the continued growth of existing ones.
SSUP
Student Start Up Program

5. Financial Support for Ventures ($13,550 in Grants):
   - The awarding of $13,550 in Start-up, Final, and Bonus Grants is a tangible representation of the program's commitment to providing essential financial support to budding businesses.
   - This financial injection not only aids in the immediate success of the ventures but positions the program as a key player in fostering economic growth within the community.

6. Holistic Support (Market reimbursements for youth):
   - The expansion of the program to include Market reimbursements for youth signifies a forward-thinking approach to entrepreneurship support.
   - This holistic support acknowledges that success goes beyond the initial stages, encompassing ongoing operational aspects of the businesses and ensuring sustained growth.

7. Community Endorsement and Support (18 Sponsors):
   - Bringing in 18 sponsors is a significant achievement, showcasing the program's ability to garner external support and recognition.
   - Sponsorship not only provides financial backing but also highlights the program's positive impact, garnering trust and endorsement from the community at large.
"I am very thankful to participate in the SSUP Program for the first time! The funding I will receive from SSUP allows me to run my business, and helps me get closer to my dreams of becoming a carpenter. SSUP offers knowledgeable work shops with valuable information to help you to be successful with your business!"

Keegan Hill, KH Carpentry

"Through the SSUP program I have learned that sometimes it can be hard to find time to run your business, so it’s important that you make time for your business. I am very passionate about the environment and try my best to be eco-friendly, so I wanted to start my own business which encouraged others to be eco-friendly as well, SSUP let me do that!"

Ashlyn Lantz, Bee Wrapped

"The SSUP grant has been great for me so far, it has helped me realize that anything is possible if you have enough determination and perseverance, that I can make anything work even if others say no and never say no to something (within reason) as it might be change your life."

Charles Bolton, Mutts on The Move
Youth Acceptance (208 participants):
- The fact that 208 youths have been accepted into the program since inception in 2019 is a testament to its ability to attract and engage young individuals.
- This demonstrates a substantial interest and trust from the youth community, showcasing the program's relevance and effectiveness.

Creation of Small Businesses (182 new businesses):
- The impact on the entrepreneurial landscape is profound, with 182 new small businesses emerging from the program since inception in 2019.
- This statistic not only indicates the program’s success in nurturing entrepreneurial skills but also suggests a positive economic influence on the community.

2023 Year End BBQ (over 100 participants, families, sponsors):
- The Year End BBQ with over 100 participants, along with their families and sponsors, signifies a strong sense of community and support built around the program.
- Such events are crucial for networking, building relationships, and fostering a sense of belonging among program participants and their broader community.
WOWSA
Women of Wellington Saugeen Area

1. Diverse Event Offerings (8 events with networking, workshops, and seminars):
   - Hosted eight events throughout the year with a focus on networking, workshops, and seminars. This diverse range of activities indicates a holistic approach to community development, providing participants with opportunities for skill enhancement, knowledge sharing, and professional networking.

2. Strategic Collaboration (Partnership with Saugeen Connects for International Women's Day):
   - Partnering with Saugeen Connects for the International Women's Day event reflects a strategic and collaborative approach to advocacy and empowerment.
   - This partnership likely extended the reach of the event, fostering a sense of unity and collective effort in promoting gender equality and women's achievements.

3. Impressive Attendance (Hosted over 200 attendees):
   - Hosting over 200 attendees at the events signifies a strong community response and interest in the topics and activities offered by WOWSA.
   - The high attendance is indicative of the organization's ability to create engaging and meaningful events that resonate with a diverse audience.
4. Promotion of Women-Owned Businesses
(Spotlight features for 7 women-owned businesses):
- Aiding in the promotion of spotlight features for seven women-owned businesses is a direct contribution to fostering a supportive ecosystem for female entrepreneurs.
- This effort not only highlights and celebrates the achievements of these businesses but also contributes to the broader goal of promoting gender diversity and inclusivity in the business community.

5. Community Building through Networking (Workshops and Seminars):
- The inclusion of networking, workshops, and seminars in the events is a testament to WOWSA's commitment to community building and skill development.
- These activities likely provided attendees with valuable opportunities to connect, learn, and collaborate, contributing to the overall professional and personal growth of participants.
AWE
Advancing Women Economically (AWE)

The Advancing Women Economically (AWE) achieved notable milestones in 2023:

- Successfully hosted the 3rd annual AWE Webinar Series
- Partnered with WOWSA for the celebration of International Women’s Day and the Webinar series launch.
- Engaged 18 participants through 10 impactful webinars.
- Distributed $4,776 to aid women in overcoming economic barriers.
- Impactful reach with over 58 women helped since the inception of the AWE program in 2021.
- Promoted the Saugeen Connects/SEDC AWE loan product to address specific barriers.
- SEDC Disbursed 5 AWE Loans, totaling $70,500.00, supporting women entrepreneurs in their ventures.
AWE
Advancing Women Economically (AWE)

The AWE Series curated webinars with a strategic focus, aiming to empower women by providing practical and marketable business skills, fostering entrepreneurship, and nurturing leadership qualities. These sessions were designed to equip women with the tools needed for personal and professional growth in the business sphere.

“The webinars gave me new found hope that I am not alone. I was feeling very defeated in my business and I looked forward to sessions for new ideas, and strategies, and to hear how other woman are doing in the small business world and the challenges that they face are similar to mine.” - Brittany Weber

“The training has helped [me] gain knowledge on the nitty gritty of operating a small business. Each session gave me a new perspective on how I can show up in my own business to be successful.” - Stephanie Hood
1. Supporting Local Business Growth:
   - Strengthening the community’s economic foundation by promoting job opportunities and providing training in key sectors such as healthcare, manufacturing, and more.
   - Fostering partnerships with local businesses to align workforce development with the evolving needs of growing industries.

2. Empowering Newcomers:
   - Facilitating integration and support for newcomers, both to Canada and the local area, through the dissemination of comprehensive newcomer information guides tailored to our communities.
   - Curating and sharing a centralized repository of newcomer information and resources to streamline the transition process and enhance the inclusivity of our workforce.

3. Community Collaboration:
   - Actively promoting and participating in local workforce initiatives such as the Four County Labour Market Board to contribute to the overall economic vitality of the region.
   - Advocating for and endorsing Connect2Jobs to bolster connections between job seekers and employers, fostering a collaborative approach to workforce development within our community.
Saugeen Connects involvement with Workforce is on hold until January 2024, as its a RAC Workforce Collaboration.

- Project is covering workforce development for the time being.

*In the past we have undertaken Workforce projects such as ..*

**Saugeen Connects Bus Tour Project**
- Partnership with the Newcomer Centre of Peel, hosted an Investor Tour to five local municipalities.
- The tour brought 30 potential Investors into our area where we had an opportunity to showcase our communities and to present to them a variety of local Investment opportunities.
  - 89.9% rated the event as ‘excellent’.
  - 55.6% of participants had NO prior knowledge of the places they visited, expanding their knowledge of our area.
SUCCESSION MATCHING

- Developing succession planning toolkit, that leverages Succession Matching as a tool.
- Targeting 1-2 new business signups on SM (per partner/community).
- Working to offer webinar series in 2024.
- Provide SM codes upon completion.
- Targeting marketing to business owners and service providers in coordination with webinar series.
- Working promotion into SEDC Sponsorships (I.E., Grey Bruce Farmers Week).

- 23 SM coupon codes have been used to date.
  - 2 have been used in this past fiscal year.
Working on developing new workshop series in January 2024.

A look at the 2022 webinar series, which is being used as a model for 2024.

- 15 people signed up.
- 9 people filled out their applications and sent them back (60%).
- 33% of participants inquired about the coupon codes.
<table>
<thead>
<tr>
<th>SUCCESSION MATCHING</th>
<th>WORKFORCE</th>
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| - Develop succession planning toolkit, that leverages Succession Matching as a tool.  
- Target 1.2 new business signups on SM (per partner/community)  
- Continue to offer annual webinar series | - Continue to build & market Employer Profiles on website  
- Analyze employer survey results and put plan together to engage network  
- Engage/report with LIP’s and Workforce Planning, compliment WOWC strategy.  
- Assist employers in attraction efforts and/or provide and promote relevant training  
- Support RAC RED project. |
| - Target marketing to business owners and service providers in coordination with webinar series  
- Tie promotion into SEDC Sponsorships (I.E., Grey Bruce Farmers Week) | |

<table>
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<tr>
<th>YOUTH</th>
<th>WOMEN</th>
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</table>
| - Secure SSUP Sponsors (end of April)  
- Virtually launch program w/keynote speaker in secondary schools (mid-April)  
- Promote applications to youth (May)  
- Execute SSUP (June, July, August)  
- Offer training series in coordination with execution (keynote kick-off)  
- Engage sponsors in extra activity and support to youth participants  
- Grow to include support for youth to attend/sell at markets and events | - Continue entrepreneurial and leadership webinar series (Jan-March). Growing to meet different needs/levels of entrepreneurs.  
- Launch ‘WOWSA’ grant award in coordination with established cohort.  
- International Women’s Day Keynote Speaker in coordination with WOWSA - to coincide with webinar series and/or event (awards)  
- Promote AWE loan program + other training & grant opportunities |

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<tr>
<th>WOWSA</th>
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</table>
| - Launch member profile features on social media (January)  
- Continue to work with planning committee to host monthly events  
- Coordinate women initiatives to build WOWSA being a program of Saugeen Connects  
  - Presents partnership for IWD event |
In reflection, this year has been marked by significant achievements and community-driven initiatives. As we embark on our mission for 2024, our focus is on cultivating positive influences on local economic growth. We are dedicated to championing the development and retention of our youth, nurturing the growth and sustainability of local businesses, and orchestrating a united effort to expand and develop our local workforce. Through these endeavors, we aspire to construct a vibrant and inclusive community that flourishes on cooperative efforts, resilience, and lasting prosperity.

Together, we look ahead to a future filled with continued growth, inclusivity, and prosperity for all members of our vibrant community.
TO: Mayor and Council
DATE: 2024-01-15
MEETING TYPE: Open
SUBMITTED BY: Dale Small, Economic Development Officer
REPORT #: C&ED 2024-002
REPORT TITLE: Additional Waste Collection in Downtown Areas

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-002 additional waste collection in downtown areas;
AND THAT Council authorize the Mayor and Clerk to enter into an agreement with the County of Wellington to provide weekly waste collection in the Arthur and Mount Forest downtown areas;
AND FURTHER THAT Council support the recommendation that the cost for this additional service be included in the 2024 operational budget with the opportunity for both BIA’s to budget for this service in 2025.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS
None

BACKGROUND

Last fall the Mount Forest BIA reached out to the Township and asked staff to investigate the possibility of additional waste collection in the downtown areas. The BIA was interested in trying to find solutions for downtown stores and residents above storefronts not being able to store their waste and no space for larger garbage bins.

The BIA also noted that they were also experiencing frequent occurrences where garbage was being put out on the off week which was causing issues from a downtown beautification perspective and frequently required Township staff to collect and dispose of the garbage.

ANALYSIS

As part of a staff review, it was identified that in the spring of 2023, Centre Wellington, in an effort to deal with similar issues in Fergus and Elora, had entered into an agreement with the County for additional waste collections. As part of this contract Waste Management now
provide waste collection to the downtown areas during weeks when regularly scheduled waste collection does not occur.

Township staff discussed this additional service with the County of Wellington, and it was determined that:

- Waste Management is willing to provide similar service to Downtown Arthur & Mount Forest
- The additional cost would be a total of $480/week/$12,480 annual ($480 @ 26 weeks)
- Collection on the additional weeks would need to occur as early as 6:00am.

If approved, waste collection on the additional weeks would take place on Thursday. In Mount Forest, the downtown area for pickup will be from Queen Street at the south to Birmingham Street at the north. In Arthur, collection would take place from Frederick Street in the north to Eliza Street at the south.

CONSULTATION

Township staff consulted with Centre Wellington, the County of Wellington as well as the local BIAs to determine if an increase in the service level for waste disposal would be feasible.

FINANCIAL CONSIDERATIONS

Capital: None

Operating: Based on the limited ability of the BIAs to fund this cost in 2024, staff are recommending that the additional cost be absorbed by the township in 2024. Township staff have identified the County BR&E allocation of $25,000, provided annually, as a potential funding source to cover the unbudgeted increment of this cost.

Waste Management will bill the County monthly for this work and the County will bill the Township at or near the end of 2024. Estimated 2024 cost, based on a March start, is $10,000.

Staffing Implications: None

ATTACHMENTS

None

STRATEGIC PLAN 2024

- Deliver quality, efficient community services aligned with the Township’s mandate and capacity
How: Additional pickup will assist the BIA’s downtown revitalization/beautification efforts as well as our Main Street tenants who have minimal space to be able to store their garbage.

Approved by: Brooke Lambert, Chief Administrative Officer ☒
The Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-003 Business Improvement Association Update;

AND THAT Council approve the 2024 workplan, budget and tax levy of $361.45 per property as presented and approved at the Nov. 15th, 2023, MF BIA Annual General Meeting,

AND FURTHER THAT Council approve the 2024 workplan, budget and tax levy of $350.00 per property as presented and approved at the Dec 13th, 2023, Arthur BIA Annual General Meeting,

AND FURTHER THAT Council approve the following 2024 Directors for the Mount Forest BIA. Andrew Coburn, Dwight Benson, Jessica McFarlane, Maggie Schram, Kayla Morton, Amanda Boylan, Rachael Whetham, Allison Litt and Bill Nelson.

AND FURTHER THAT Council approve the following 2024 Directors for the Arthur BIA. Angela Alaimo, Gord Blyth, Jim Coffey, Paula Coffey, Money Dadwin, Sheila Faulkner, Tom Gorecki and Mitch Keirstead.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- EDO 2020-030 Mount Forest & Arthur Business Improvement Associations
- EDO 2021-031 Mount Forest & Arthur Business Improvement Associations
- EDO 2022-030 Mount Forest & Arthur Business Improvement Associations

BACKGROUND

As part of an Economic Development program, Downtown Revitalization is a key priority and strategic activity in Wellington North and has been for many years. Council and staff leadership, as well as the creation of the Arthur BIA and revitalization of the Mount Forest BIA, has placed
the Township in an exceptionally good position with respect to these activities. Further, it has enabled us to establish a sustainable model to support future Downtown Revitalization programs.

The following is a brief overview of some of the key events and milestones over the years from a Downtown Revitalization perspective:

<table>
<thead>
<tr>
<th>Year</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>WN established our first <strong>Community Improvement Program</strong>. Since then, 161 applicants have received support with the total dollar value of improvements made conservatively estimated at +$4.1 million.</td>
</tr>
<tr>
<td>2016</td>
<td>Doug Griffiths and his <strong>13 Ways to Kill Your Community</strong> came to Northern Wellington with an interesting perspective on what not to do!</td>
</tr>
<tr>
<td>2017</td>
<td>Partnered with Wellington County, to learn from Roger Brooks and the &quot;<strong>20 Ingredients of an Outstanding Downtown</strong>&quot; (included as attachment A) which we continue to use as a guide for our Downtown Revitalization programs.</td>
</tr>
<tr>
<td>2018</td>
<td>Provincial <strong>Main Street Revitalization</strong> funding received, and revitalization teams established in Arthur &amp; Mount Forest to support Main Street priorities that included the installation of Poppy Art, new entranceway &amp; service club signage, etc.</td>
</tr>
<tr>
<td>2019</td>
<td>Partnering with the Arthur Chamber, <strong>Your Town Rising</strong> was contracted to do a downtown walk-about and panel discussion on Main Street opportunities.</td>
</tr>
<tr>
<td>2020</td>
<td><strong>Arthur BIA</strong> established, and downtown improvements included Outdoor Gym, additional Poppy Art, Christmas Snowflake decorations, etc.</td>
</tr>
<tr>
<td>2021</td>
<td>Leveraged <strong>Connecting Link</strong> funding with the Arthur BIA and Downtown improvements included, curb extension, outdoor gym, banners, benches, planters.</td>
</tr>
<tr>
<td>2022</td>
<td>Partnering with the MF BIA, <strong>Rural Economic Development (RED)</strong> funding was leveraged to help support the Downtown Parkette, Mural, Downtown Wi-Fi, and alleyway improvements.</td>
</tr>
<tr>
<td>2023</td>
<td><strong>Community Improvement Program</strong> updated to reflect a Green Energy Grant and council commitment to support the CIP program through to at least 2028.</td>
</tr>
</tbody>
</table>

In 2024 and beyond, Downtown Revitalization will continue to be a priority area of focus. Current plans include:
- Consider re-engaging Your Town Rising.
- Partner with the County to launch a Downtown BR+E initiative.
- Submit a RED grant application to support Downtown Revitalization programs.
- Main & King Pedestrian Crossing in 2025

**ANALYSIS**

As a Committee of Council, the Arthur and Mount Forest BIA must hold an Annual General Meeting to provide their members with the opportunity to vote on the workplan, budget, tax levy and Director nominations. Once the AGM’s are held Wellington North council must then approve these motions and nominations.
Mount Forest BIA

The Mount Forest BIA has had another good year in 2023 and with the current Directors and workplan is well positioned for the future. In Council’s agenda package, there is a copy of the minutes from the MF BIA AGM of Nov. 15th, 2023. Included in the minutes is an overview of the 2024 budget and workplan and the following motions were passed at the AGM and now require final approval by Council:

- That the 2024 M.F. BIA workplan and budget be approved as presented
- That the 2024 M.F. BIA Tax levy be set at $361.45/property. (same level as previous years)
- That the 2024 M.F. BIA Directors be approved as follows: Andrew Coburn, Kayla Morton, Dwight Benson, Jessica McFarlane, Bill Nelson, Maggie Schram, Amanda Boylan, Rachael Whetham, and Allison Litt.

All current Directors for the Mount Forest BIA remain very active and wish to continue for another year. New Directors being recommended for the first time include Amanda Boylan, Rachael Whetham & Allison Litt. Kailyn Cudney returns as the BIA administrator and Jaime Parker from Behind the Walls Bookkeeping is contracted to perform Treasurers duties. Councillor Burke is the Council Representative on the MF BIA.

Arthur BIA

Also in Council’s agenda package is a copy of the minutes from the Arthur BIA AGM of Dec 13th, 2023. Included in the minutes is an overview of the 2024 budget and workplan and the following motions were passed at the AGM and now require final approval by Council:

- That the 2024 Arthur BIA workplan and budget be approved as presented
- That the 2024 Arthur BIA Tax levy be set at $350.00/property. (same level as previous years)
- That the 2024 Arthur BIA Directors be approved as follows: Angela Alaimo, Tom Gorecki, Gord Blyth, Paula Coffey, Jim Coffey, Sheila Faulkner, Money Dadwan & Mitch Keirstead.

All current Directors for the Arthur BIA wish to continue for another year and the only new Director being nominated is Mitch Keirstead as a result of a proxy from an existing property owner. Councillor Hern is the Council Representative on the Arthur BIA.

CONSULTATION

By conducting these AGM’s, the BIA has met the conditions set out in their by-laws and have provided the opportunity for consultation and to receive input from their members.

Staff are in support of the Director nominations as well as the 2024 workplans and decision to keep the tax levy’s the same as previous years. This will continue to enable the BIA’s to move forward with their downtown revitalization goals and objectives and long-term plans.

FINANCIAL CONSIDERATIONS
Capital: None

Operating: None

Staffing Implications: Staff support to the BIA’s is included in the EDO budget.

ATTACHMENTS

C&ED 2024-003 Attachment A; 20 Ingredients of an Outstanding Downtown

STRATEGIC PLAN 2024

☒ Shape and support sustainable growth.
  How: Establishing and funding the BIA’s through a BIA Tax levy ensures a sustainable funding model is in place for continued downtown improvements

Approved by: Brooke Lambert, Chief Administrative Officer  ☒
The 20 Ingredients of an Outstanding Downtown

1. Razor sharp focus
   Food, art, entertainment, antiques, wine, nightlife...

2. The Action Plan
   Your to-do list from A to Z. It takes a whole community to win.

3. Critical mass
   10 eateries, 10 retail shops, 10 open after 6, in three blocks.

4. Anchor tenants
   Shops, restaurants, activities people will travel for.

5. Consistent hours
   Businesses open common days and hours.

6. Living, staying downtown
   Condos, loft apartments, hotels, and inns.

7. Pioneers with vision
   And patient money, who take the chance and make the investment.

8. Just one block
   Concentrate on creating one awesome block. Your demonstration project.

9. Four hour parking
   Better yet, all-day parking within two blocks.

10. Public restrooms
    Relieved shoppers and visitors spend more. Open after 5:00!

11. A Programmed Plaza
    250 days of activity a year. Retailers will follow - in droves.

12. Community gateways
    First impressions are critical. Add directions to downtown.

13. Wayfinding system
    Vehicular & pedestrian wayfinding, pole banners, visitor info kiosks.

14. Downtown gateways
    Create a sense of place and sense of arrival. You’re here!

15. An Intimate setting
    Just one traffic lane each direction and crosswalks every half block.

16. Blade signs
    Retail signs perpendicular to traffic. Consistent height and width.

17. Sidewalk cafe dining
    Beautification, umbrellas, lighting = incredible ambiance.

18. Curb appeal
    70% of first-time sales come from curb appeal. Beautification pays!

19. Constant activity
    Activities and entertainment. Bring downtown to life!

20. Give downtown a name
    A name makes it a destination, not a geographic designation.

www.DestinationDevelopment.org

QR code to watch the video
# VENDOR CHEQUE REGISTER REPORT

**Township of Wellington North**

**Payables Management**

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Total Amount of Cheques: $6,055,707.78
TO: Mayor and Council  
DATE: 2023-12-29  
MEETING TYPE: Open  
SUBMITTED BY: Tom Bowden, Manager of Recreation Services  
REPORT #: FAC 2024-001  
REPORT TITLE: Mount Forest Agricultural Grounds Usage

RECOMMENDED MOTION

THAT The Council of the Corporation of the Township of Wellington North receive Report FAC 2024-001 being a report on the Mount Forest Agricultural grounds usage after March 31, 2024;  
AND THAT Council of the Township of Wellington North approve the proposed use of these lands as additional storage for Township use or for rental by the public;  
AND FURTHER THAT Council direct staff to review this location as part of any future discussions related to additional recreational facilities required in the future.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- Report OPS 2023-019  
- Report OPS 2020-037  
- By law # 040-21

BACKGROUND

The Township of Wellington North currently has an existing agreement with the Mount Forest Agricultural Society (MFAS) which was to expire on August 17, 2024. This agreement was established in 2021. Previously, there was an agreement between the Town of Mount Forest and the MFAS that was in effect for twenty-five years.

In accordance with the agreement the Township of Wellington North received a letter dated March 31, 2023, requesting that the agreement be cancelled on March 31, 2024, by the MFAS.

At the May 8, 2023, Council meeting Council directed staff to develop a plan related to the future use of this site and associated structures (two agricultural barns, bleachers and announcers stand). Please see Attachment 1 (Aerial Map of the site).
ANALYSIS

Staff have reviewed the site, conducted internal discussions, and have consulted various community groups to determine potential uses. As such staff is recommending the following;

- That the smaller barn (which runs north and south) be utilized by the Wellington North Recreation department for storage of summer lawn and ball maintenance equipment and supplies:
- That the other building (which runs east and west) be rented out to a local not for profit group/organizations for storage.
- That the bleachers be repurposed at other Township facilities soccer fields, ball diamonds, or as extra bleachers for the Fireworks Festival.
- That the announcer stand be considered as a potential future site for a bandshell/pavilion for use for ball tournaments or music in the park events. More review required.

Recreation Master Plan

Recommendation #40 of the Recreation Master Plan references the future need for another ball diamond in Mount Forest. Staff note that this site may be an ideal location for an additional diamond when the need arises in the next five to ten years.

CONSULTATION

Staff have consulted internally and with two not for profit organizations regarding the potential use of this site.

FINANCIAL CONSIDERATIONS

Capital
None

Operating
Approximately $3000.00 for insurance and hydro in the 2024 operating budget.

Staffing Implications
None

ATTACHMENTS

FAC 2021-001 Attachment A – Aerial Map

STRATEGIC PLAN 2024

- Shape and support sustainable growth.
  How:
☒ Deliver quality, efficient community services aligned with the Township’s mandate and capacity
How: Continuing to develop land for recreational use and enhance recreation services and by using this site for storage ensures the Township can deliver these services efficiently (less time spent drive equipment across town).

☐ Enhance information sharing and participation in decision-making.
How:

☐ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒
TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
DATE: 2024-01-29
MEETING TYPE: Open
SUBMITTED BY: Brooke Lambert, Chief Administrative Officer
REPORT #: CAO 2024-002
REPORT TITLE: Southgate Recreation Agreement

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-002 Southgate Recreation Agreement;

AND THAT the Council of the Corporation of the Township of Wellington North approve the draft agreement as outlined;

AND FURTHER THAT staff be directed to forward the draft agreement to the Township of Southgate for Council consideration;

AND FURTHER THAT if approved by Southgate, staff be directed to bring forward a by-law at a future meeting of Council;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CAO 2023-008 Recreation, Parks and Leisure Committee Update
- OPS 2021-034 Southgate and Recreation
- By-law No. 013-20 Consolidated Recreation Parks and Leisure Procedure By-Law
- By-law 014-20 Consolidated Southgate Recreation Agreement
- Schedule A By-law 014-20 Consolidated Terms of Reference

BACKGROUND

The Township of Wellington North has a long history of collaborating with partners to achieve its goals. The Mount Forest Sports Complex is evidence of this partnership, with an ongoing financial contribution to the facility from the Township of Southgate to allow community members access to this high quality recreation complex.
In August 2023, Council approved report CAO 2023-008 which directed staff to work with the Township of Southgate to develop standard operating procedures as they relate to the consideration of items pertaining to the Mount Forest Sports Complex. As part of this work, staff also reviewed the agreement between the two municipalities related to the annual financial contribution from Southgate to Wellington North supporting the ice-related activities.

**ANALYSIS**

In the Fall of 2023, staff from the Township of Wellington North and Southgate met to develop the standard operating procedures (SOPs) that would allow both parties to have input into decisions from both an administrative and Council perspective. Further, staff reviewed the associated financial contribution agreement. A revised draft of the agreement, including the proposed SOP is included in Attachment A.

Highlights of this agreement include:
- Continued management of the Mount Forest Sports Complex (the Facility) by the Township of Wellington North
- Annual reporting related to the operation, use and budget of the Facility to both Wellington North Council and Southgate Council
- A simplified annual contribution of $25,000 from Southgate to Wellington North to continue to support the Facility as well as the broader use by the larger community
- A renewed five-year time frame for this agreement (from January 1, 2024 – December 31, 2028)

**Mount Forest and Area Sports Complex - Annual Report**

In 2023, ice usage showed a strong re-bound following the pandemic years of 2020-2022. There were 785 sessions with over 2060 hours (with the majority of sessions related to Minor Sports). Other usage highlights include:
- Mount Forest Meeting Room - 785 hours used
- Mount Forest Auditorium – 1808 hours used
- Mount Forest Lower Leisure Hall – 460 hours used
- Mount Forest Patriots Blue Line Club – 144 hours used
- Mount Forest Plume Room – 406 hours used
- Mount Forest Arena Floor – 227 hours used

As of December, total revenues in 2023 for the facility were $369,763 with expenses totaling $649,487. The following table demonstrates the 5-year trend both pre-pandemic and post. As demonstrated, use and associated budget items seem to be returning to pre-pandemic levels.

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*As of December 2023 – Not Finalized
In 2023 several capital projects were completed, including:

- Painting all the dressing rooms
- Painting the auditorium
- Painting of the auditorium kitchen and bar
- Conversion of the upper leisure hall to office space
- Replacement of all AED machines
- Purchase of two new coolers for the Auditorium Kitchen

Unfortunately, usage statistics are not broken down by resident location. That said, a review of the sports organizations that use the facility include: Mount Forest Minor Hockey, Wellington North Ringette, Skate Canada, Arthur Minor Hockey, Wellington Height Hockey Clubs, Mount Forest Patriots and several adult shinny groups.

The Mount Forest Sports Complex has on average sixty-seven hour of ice usage per week. From that usage Mount Forest Minor Hockey is our largest renter utilizing approximately thirty-eight hours of ice weekly from September to April. Mount Forest Minor Hockey registers approximately three hundred and fifty boys and girls per season.

The arena floor hosts several large events each summer: the Louise Marshall Hospital Galla, The Mount Forest Lion’s host a live concert and a craft show and The Fireworks Festival utilize the building during their weekend event.

Recreation Service Enhancements

2023 saw several broader recreational service enhancements as staff partnered with various community organizations to bring sponsored recreation opportunities (free walking track), pickleball and an expanded summer day-camp program. The Township continues to offer these services to residents of both Wellington North and the surrounding area and is grateful to the Township of Southgate for their financial assistance that contributes to this ability. For example, in 2023, approximately 15% of registrations for the Summer Day Camp program were for residents outside Wellington North – including 7% from Southgate.

**CONSULTATION**

Staff consulted with both the Recreation and Community & Economic Development divisions in order to better understand usage patterns and the financials. Staff also consulted with the Township of Southgate to identify information that might be helpful for future years reporting.

**FINANCIAL CONSIDERATIONS**

Capital
None
Operating
The 2024 operating budget was approved as part of the 2024 budget process and reflects the current Southgate contribution. If the Township of Southgate does not approve the proposed financial contribution of $25,000 for the 2025 budget, this will need to be reflected and the budget amended as appropriate

Staffing Implications - None

ATTACHMENTS
CAO 2024-002 Draft Recreation Agreement

STRATEGIC PLAN 2024
☐ Shape and support sustainable growth
   How:

☒ Deliver quality, efficient community services aligned with the Township’s mandate and capacity
   How: By partnering with neighbouring municipalities it allow the Township to continue offering recreation options at affordable costs to both our local and neighbouring community.

☐ Enhance information sharing and participation in decision-making
   How:

☐ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer
☒
THIS AGREEMENT made in duplicate this ____ day of January 2024

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(hereinafter called “Wellington North”) of the FIRST PART

And

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE
(hereinafter called “Southgate”) of the SECOND PART

WHEREAS the Council of Wellington North has established the Mount Forest and District Sports Complex (hereinafter called “the Facility”) at 850 Princess Street, Mount Forest which, in part, provides recreational services for residents of Southgate;

AND WHEREAS the Council of Wellington North has established a Recreation Team to provide for the operation, maintenance and management of said facility;

AND WHEREAS the Facility is comprised of different sized rooms intended for use on a rental basis by individuals and organizations for social and business gatherings and a Facility providing an ice surface to be used for different “ice oriented” activities including related dressing rooms, a seating area, and a reception lobby;

AND WHEREAS Southgate wishes to provide financial assistance to Wellington North for only the operations of the “ice oriented” part of the Facility;

AND WHEREAS each of the Parties hereto wish to clarify its obligations to the other Party with respect to these matters and to identify more particularly the powers of the Wellington North Recreation Team in relation to the management of this Facility;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants of each Party, the one with the other, the Parties hereto covenant and agree and follows:

1. The Recreation Team of Wellington North under the direction of the Chief Administrative Office (hereinafter called the "CAO") will provide direction for the management of the Mount Forest and District Sports Complex and the
programs offered therein (hereinafter called the “Facility”) on behalf of Wellington North.

2. The CAO, or designate, will report in writing to Wellington North Council on the operation of the Facility on an annual basis. The report will include financial information and general information with respect to the operations of the facility including information on events being held, major maintenance and repairs, seasonal operations, etc.

3. Periodically report to Wellington North Council on net annual revenue, operating and capital costs, including grants, for which Southgate is providing assistance, which includes year-round “ice oriented” or “ice surface” activities at the Facility.

4. An amount of $25,000 will be paid to the Township of Wellington North by the Township of Southgate on an annual basis by the first of March each year. A copy of the annual report related to the Facility will also be forwarded to Southgate Council for information.

5. This is a 5-year agreement starting January 1, 2024 and terminating on December 31, 2028

6. Southgate, as part of this agreement, shall delegate representation related to the Facility to the Chief Administrative Officer, and will participate in discussions and any potential decisions as per the Standard Operating Procedure (SOP) included in this agreement as “Schedule A”.

[The remainder of this page intentionally left blank.]
IN WITNESS WHEREOF each of the parties hereto affixed its corporate seal as attested to by the proper officers duly authorized in that behalf.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

Andrew Lennox, Mayor

Karren Wallace, Clerk

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

John Woodbury, Mayor

Dave Milliner, Deputy Clerk
Standard Operating Procedure

WELLINGTON NORTH RECREATION VISION STATEMENT
Ensuring affordable, inclusive and high-quality recreation, parks and leisure opportunities through effective communication and combined community efforts.

ROLE/PURPOSE
This Standard Operating Procedure will guide any discussions or potential for decision making around the Mount Forest and District Sports Complex by the Township of Wellington North and the Township of Southgate. This Standards Operating Procedure may also be employed if there are other recreation matters of joint interest.

1. Identification of issue of joint interest by municipal CAO (either)
2. Matter is discussed at the CAO level and municipal and or other stakeholder consultation conducted (if required)
3. CAOs to seek common recommendations or alternatives based on municipal perspective

If matter is for information:

4. CAO to circulate recommendations internally to a) staff and b) Council (if required). This could be done formally or informally as appropriate.
5. Any feedback will be provided to the CAO for subsequent discussions between Township administration.

If matter is for decision:

6. Steps 1 - 5 above.
7. WN CAO to prepare a staff report for Council Consideration – Recommendations may be contingent upon Southgate Council approval.
8. Following WN Council decision, staff report submitted to Southgate Council for decision (next possible meeting).
9. CAOs to implement any follow-up from discussions.
GUIDING PRINCIPLES
The guiding principles articulate the core beliefs, values and overall direction that the Township of Wellington North and its partners should strive to achieve over time.

1. Opportunities for All: Foster community and individual wellbeing through accessible and inclusive leisure opportunities for people of all ages and abilities.
2. Meaningful Engagement & Communication: Effectively share information and involve residents in decisions impacting their community.
3. Working Together to Achieve Shared Goals: Engage and support volunteers and community partners in the coordinated delivery of initiatives that enhance public access to needed services and facilities.
4. Responsive Facilities, Parks & Trails: Provide a range of thoughtfully designed amenities that respond to demonstrated needs, with a view toward maximizing public access, utilization and sustainability.
5. Customer-Focused Services: Demonstrate accountability by upholding consistently high standards in customer service, programs and policies, and maintenance practices.
6. Commitment Toward Financial Sustainability: Provide value through the efficient use of resources, balanced application of user fees, integrated decision-making and pursuit of non-municipal funding sources.

[The remainder of this page intentionally left blank.]
TO: Mayor and Council  
DATE: 2024-01-15  
MEETING TYPE: Open  
SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk  
REPORT #: CLK 2024-001  
REPORT TITLE: Crossing Guard Safety

RECOMMENDED MOTION

The Council of the Corporation of the Township of Wellington North receive for information Report CLK 024-001 Crossing Guard Safety.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

NA

BACKGROUND

The Township of Wellington North employs six part time crossing guards with one back up guard. In general:

- Crossing guards are situated at the busiest intersections in the township
- Two are located in Arthur and four are located in Mount Forest
- They work from 8:00 am to 9:00 am and 3:00 pm to 4:00 pm

On December 7, 2023, Township staff received an email from a parent at the Victoria Cross School location, who indicated she and her son were almost hit by a car while the crossing guard was on the street with the stop sign up. The Clerk reported the incident to the police and they are investigating the incident as well as increasing patrols at all locations.

Unfortunately the issues with crossing guards is not limited to Mount Forest. In April 2023, the Township also had a call from a guard in Arthur who advised that there had been more than near miss incident – and that speeding is common as is profane language from drivers. The police stepped up patrols in response.

ANALYSIS
Due to the repeated issues at this location (Victoria Cross School) as well as the volume of vehicle and foot traffic, the Township has decided to pilot the placement of a second crossing guard on a two month trial basis.

Each guard is located at a crossing that is determined to be a workplace under the Occupational Health and Safety Act and as such the employer has an obligation to ensure the safety of a worker. A worker has the right to refuse unsafe work.

After the two month trial, in consultation with the crossing guards, school and police, Township staff will review the situation and provided recommendations to Council as to whether or not to proceed with two guards at that location on a more permanent basis. This may impact the future operating budget and would need to be considered as part of the 2025 budget process.

**CONSULTATION**

School staff, Wellington County OPP, crossing guards employed by Wellington North and parents/witnesses.

**FINANCIAL CONSIDERATIONS**

Capital N/A

Operating
The financial implication will affect the operating budget; we will have a negative variance since this additional amount were not included in the budget for 2024. Staff will review the operating budget and look to re-allocated the required funding from within existing funding sources.

Staffing Implications
The cost of hiring a crossing guard for ten hours a week for eight weeks is $1,768.00

**ATTACHMENTS**

CLK 2024-001 Schedule A Notice to the public of safety of crossing guards-circulated via social media and website

**STRATEGIC PLAN 2024**

☒ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒
SAFETY OF CROSSING GUARDS AND STUDENTS

The Township of Wellington North is committed to providing a safe working environment for all employees. Crossing guards are employees of the township and as such have a right to refuse unsafe work. This week there was an incident that could have led to serious injury of not only the municipal employee but children and parents using the crossing.

The police have been notified and are investigating and will step up patrols, however responsibility is on the driver of a vehicle. If you see something unsafe, please write down the details and a license number and report it to the OPP call centre 1-888-310-1122 or report it on-line Ontario Provincial Police

Let’s all do our part in keeping our employees and children safe.
TO: Mayor and Council  
DATE: 2024-01-15  
MEETING TYPE: Open  
SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk  
REPORT #: CLK 2024-003  
REPORT TITLE: Clerk’s 2023 Year End Review

RECOMMENDED MOTION

The Council of the Corporation of the Township of Wellington North receive for information Report CLK 2024-003 Clerk’s 2023 Year End Review.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CLK 2023-003 Clerk’s Department 2022 year end review
- CLK 2022-003 Clerk’s Department 2021 year end review
- CLK 2021-002 Clerk’s Department 2020 year end review
- CLK 2020-001 Clerk’s Department 2019 year end review
- CLK 2019-002 Clerk’s Department 2018 year end review
- CLK 2018-008 Clerk’s Department 2017 year end review
- CLK 2017-004 Clerk’s department 2016 year end review
- CLK 2016-005 Admin & Finance Clerk’s Dept 2015 year end review

BACKGROUND

A Municipal Clerk is one of two statutory roles required for each Ontario municipality, the other being a municipal Treasurer. Under the Municipal Act (the Act) a Deputy Clerk has all the powers and duties under the Act as the Clerk.

In January 2023, the Clerk’s department was comprised of three full time employees including the Director of Legislative Services/Clerk, Deputy Clerk and Business Support Coordinator.

Crossing guards fall under the purview of the Clerk’s department and there are currently 4 guards in Mount Forest and 2 guards in Arthur with one back up position who covers both Mount Forest and Arthur.

The Clerk’s department manages the Mount Forest Cemetery with the Urban Lead Supervisor and staff conducting the actual burials and maintenance.
The Clerk’s department also works closely with all departments to ensure continuity of service and to provide assistance as required including CAO, Finance, Fire, Building, Economic Development and Operations.

In 2023 the Clerk sat on the Joint Health & Safety Committee, Wellness Committee, Safe Communities, Wellington Clerks group, Senior Management Committee, and the Municipal Emergency Control Group.

The Clerk’s department is responsible for

- Council support including agendas and minutes
- Telephones, faxes, printers and copiers
- Vital statistics, marriage, death
- Licencing
  - Kennel
  - Door to door sales
  - Food truck and food stands
- Dogs
- Lottery
- Cemetery
- Livestock claims
- Animal control
- Support as required to CAO, building, fire, operations, economic development, finance
- Civic addressing
- Burn permits
- Records management
- Municipal drains
- Title searches
- Signing and registration on title of agreements, if required

Attached as Schedule “A” is a listing of the daily activities and metrics provided by the Clerk’s department in 2023.

The Clerk’s department completed these special projects in 2023:

**2022 Municipal Election**

Finished outstanding reports, filings and notices for the 2022 election. In 2024 we will begin to use Elections Ontario’s voter’s list as this responsibility has been moved to their jurisdiction from MPAC.

**Council Orientation**

Provided orientation to Council on the following topics:
- Roles of Council and staff
- Integrity Commissioner
- Code of Conduct
- Municipal Conflict of Interest
Records Management
The Clerk’s department is systematically moving toward full electronic records management in Wellington North, recognizing that it will be a step by step, department by department process.

This is a two part process, one that involved shipping over 100 boxes of paper files to Image Advantage to be scanned and uploaded into the FileHold software. There are currently 18,000 documents in the system and staff have entered searchable metadata on approximately 60% of the documents.

It is anticipated the system will be rolled out to all staff for use in the spring of 2024.

Cemetery
A new columbarium was installed in the cemetery in December of 2023 to meet the growing desire for people to have their ashes in a columbarium as opposed to a standard burial in a plot. In 2024 we will make a recommendation to create plots for burials of urns as opposed to using a full grave for urn burials. The entranceway pillars and sign was damaged by an unknown individual and those repairs will be undertaken in 2024 as well as repairs to a raised flower bed.

Animal Control
Much staff time was spent on the animal control portfolio as a result of two animal owners. In October 2023 the Justice accepted a guilty plea by one party for four offences and imposed a suspended sentence and a one year probation order to not commit the same offences again. The other party did not appear and some matters were adjourned to April 2024. An exparte trial was conducted with the Clerk testifying and the Justice made a finding of guilt on nine offences and imposed fines under the Provincial Offenses Act in the amount of $2,250.00. Additionally a probation order was issued for eight months.

Training and Education
- AMCTO annual conference June of 2023
- Provincial Offence Training September 2023
- JHSC Certification Part One
- AMCTO Clerk Level 1
- Wellington Clerk group meetings (4 times a year)

In 2024 staff will take the following training
- AMCTO Clerk Level 2
- JHSC Certificate Part One
- AMCTO annual conference June 2024

ANALYSIS

Over the past several years the Clerk’s department has worked to review our service delivery and move to a more efficient process. Dog tags are now sold and processed by Docupet,
although some tags are still purchased through the municipal office. 99% of burn permits and licensing for kennels, food stands and vehicles and donation boxes are electronic.

Most of the minutes, by-laws, contracts, agreements, purchase/sale documents are signed electronically using docusign.

There are some items such as animal control, lottery and marriage licensing, dangerous dog designations that are labour intensive and without legislative or regulated changes at the provincial level will continue to be “wet ink”.

The metrics show there were 2188 dog license sold in 2017 but that has dropped to just over 1173 in 2023. In 2017 we had a contractor canvass the municipality. When we entered into an agreement with Docupet in 2019, there is a provision where they will go door to door to remind people to purchase a license. COVID restricted the ability to conduct door to door reminders in 2020 and 2021. Staff are working with Docupet to have the municipality canvassed in 2024.

The two most labour intensive core services provided by the Clerk’s department is Council agenda, minutes and meetings as well as cemetery sales and burials. There is very little opportunity to move cemetery services toward streamlining through technology although posting a listing of all individuals interred in the cemetery as well as listing them on Find a Grave has reduced the amount of genealogy search requests by outside parties.

Staff will be investigating agenda management software with a view to including the cost in the 2025 budget.

CONSULTATION

Clerk department staff and cemetery staff.

FINANCIAL CONSIDERATIONS

There are no financial implications in receiving this report for information.

ATTACHMENTS

CLK 2024-003 Schedule A - Activities and metrics

STRATEGIC PLAN 2024

☑ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☑
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<th>ITEM</th>
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CSI AWARDS
CSGW has been recognized at the international level in 2023 with two awards in the 0-300,000 population category:

1. Media TV award in partnership with Victim Services Wellington and Wellington County OPP, of video created for Human Trafficking in Wellington County campaign, entitled “Her Story” produced by Tivoli Films.

2. Media Radio in partnership with The Grand 101.1 for segment entitled “Swap Talk” with episode that focused on the impact the local CSGW program has made on community safety.

CSGW ROAD SIGNS
Our 2023 campaign launched in May has proven very successful. A great opportunity to show your support for your community. Find out more, and join our current sponsors who are represented throughout Guelph, Fergus and Elora: Brad Barbour Cooperators; Craig Janzen Cooperators, Servpro; Desjardins-Agent Brant Hobbin; Guelph Family Martial Arts, Rotary Club of Guelph Wellington, Desjardins-Agent Joe Migliaccio, and Royal LePage.

Contact us: info@csgw.tips

CRIME STOPPERS MONTH
January 2024 is Crime Stoppers month which is recognized nationally with 67 programs represented in Canada.

JOIN OUR TEAM! This year our local program is encouraging volunteerism in our communities.

UPCOMING TRIVIA NIGHT EVENT
CSGW will be offering a new fundraiser in partnership with Delta Hotels in Guelph, planned for Thursday March 7th 2024. Stay tuned to our social media and CSGW website for further details.

www.csgw.tips

Program STATS
Since inception from 1988 through November 2023

Tips..............................23,736
Arrests............................1,613
Charges Laid......................4,607
Property Recovered..........$10,645,769
Narcotics Seized..........$29,088,824
Authorized Rewards.........$188,110
December 15th, 2023

To All Watershed Municipalities, Councils, and CAOs,

I am writing to you as the Acting General Manager/Secretary-Treasurer of the Saugeen Valley Conservation Authority (SVCA) regarding an important development concerning conservation authority fees for the year 2024.

The Ministry of Natural Resources and Forestry issued a new directive, as detailed in their letter dated December 13th. This directive, under the authority of subsection 21.3 (1) of the Conservation Authorities Act, extends the Minister’s Direction issued on December 28, 2022, which mandated that conservation authorities should not alter fees related to planning, development, and permitting for the calendar year 2023. This extended Direction, effective from January 1, 2024, to December 31, 2024, is now similarly applicable to the fees for the same programs and services as specified for the year 2023. (Ministry’s letter is attached).

This directive presents a significant challenge for SVCA. The budget for 2024, approved earlier by the SVCA Board of Directors, had incorporated a portion of the recommended increases from our 2023 Fee Review. These increases were crucial and approved by the Board with the intention of moving SVCA towards achieving cost recovery through our Environmental Planning and Regulation (EPR) fees. The provincial directives that restrict SVCA’s ability to generate revenue, along with the continued decrease in direct funding from the province to Conservation Authorities, pose substantial challenges and have serious implications for our operational and financial stability.

The unexpected extension of the 2023 fee structure into 2024 impacts our financial planning and operational capabilities. In response to this development, we find it necessary to revisit and potentially revise our 2024 budget. This revision aims to accommodate the constraints imposed by the new Direction while continuing to effectively manage our conservation responsibilities.

We understand the implications this might have on our collaborative efforts and relationships with your respective councils and administrations. Therefore, the SVCA intends to propose new budgetary measures in the new year, which will be shared with you for review.

I appreciate your understanding and cooperation in this matter. SVCA remains committed to working collaboratively with all watershed municipalities to ensure the sustainable management and conservation of our shared natural resources.

Please feel free to reach out should you have any questions or require further clarification regarding this issue.

Sincerely,

Erik Downing
General Manager/Secretary-Treasurer (Acting)
Saugeen Valley Conservation Authority
e.downing@svca.on.ca | 519-364-1255 ext. 241
December 13, 2023

TO: All Conservation Authorities

SUBJECT: Extension of Minister’s Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees

I am writing with regards to conservation authority fees for the 2024 year. As you are aware, a Minister’s Direction (“Direction”) was issued on December 28, 2022, directing conservation authorities not to change fees for programs and services associated with planning, development and permitting for the 2023 calendar year. I have provided a copy of this previous direction for your reference.

Pursuant to my authority under subsection 21.3 (1) of the Conservation Authorities Act, I am issuing a new Direction that extends the previous Direction for the upcoming year (attached to this letter as Attachment A). The Direction will be in effect from January 1, 2024 to December 31, 2024 and applies to fees for the same programs and services specified in the Direction that was in effect for 2023.

If you have any questions, please contact Jennifer Keyes, Director, Resources Planning and Development Policy Branch, at 705-761-4831 or jennifer.keyes@ontario.ca.

Sincerely,

The Honourable Graydon Smith
Minister of Natural Resources and Forestry

c: The Honourable Paul Calandra, Minister of Municipal Affairs and Housing
The Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks
Minister’s Direction Issued Pursuant to Section 21.3 of the *Conservation Authorities Act*
(this “Direction”)

**WHEREAS** section 21.2 of the *Conservation Authorities Act* permits a Conservation Authority to charge a fee for a program or service if the program or service is included in the Minister’s list of classes of programs and services in respect of which a Conservation Authority may charge a fee;

**AND WHEREAS** subsections 21.2 (6) and 21.2 (7) of the *Conservation Authorities Act* provide that a Conservation Authority shall adopt a written fee policy that includes a fee schedule listing the programs and services that it provides in respect of which it charges a fee, and the amount of the fee charged for each program or service or the manner in which the fee is determined (a “Fee Schedule”);

**AND WHEREAS** subsection 21.2 (10) of the *Conservation Authorities Act* provides that a Conservation Authority may make a change to the list of fees set out in the fee schedule or to the amount of any fee or the manner in which a fee is determined, provided the authority shall give notice of the proposed change to the public in a manner it considers appropriate;

**AND WHEREAS** section 21.3 of the *Conservation Authorities Act* provides the Minister with the authority to give a written direction to an authority directing it not to change the amount of any fee it charges under subsection 21.2 (10), in respect of a program or service set out in the list referred to in subsection 21.2 (2), for the period specified in the direction;

**NOW THEREFORE** pursuant to the authority of the Minister of Natural Resources and Forestry under section 21.3, the Conservation Authorities set out under Appendix “A” of this Direction (the “Conservation Authorities” or each, a “Conservation Authority”) are hereby directed as follows:

**Fee Changes Prohibition**

1. Commencing on the Effective Date and for the duration of the Term of this Direction, a Conservation Authority is prohibited from making a change under subsection 21.2 (10) of the *Conservation Authorities Act* to the amount of any fee or the manner in which a fee is determined in its fee schedule if such a change would have the effect of changing the fee amount for the programs and services described in paragraphs 2 and 3 of this Direction.

**Program and Service Fees Impacted**

2. This Direction applies to any fee set out in the Fee Schedule of a Conservation Authority, including without limitation fees for any mandatory program or service
(Category 1), municipal program or service (Category 2), or Conservation Authority recommended program or service (Category 3) related to reviewing and commenting on planning and development related proposals, applications, or land use planning policies, or for Conservation Authority permitting.

3. For greater certainty, this Direction applies to any fees in respect of the following programs or services provided under the Mandatory Programs and Services regulation (O. Reg. 686/21):

   a. Section 6: programs and services related to reviewing applications and proposals under the Aggregate Resources Act, Drainage Act, Environmental Assessment Act, and the Niagara Escarpment Planning and Development Act, for the purpose of commenting on the risks related to natural hazards arising from the proposal,

   b. Section 7: programs and services related to ensuring that decisions under the Planning Act are consistent with the natural hazards policies in the policy statements issued under section 3 of the Planning Act and are in conformance with any natural hazard policies included in a provincial plan as defined in section 1 of that Act,

   c. Section 8: programs and services related to Conservation Authority duties, functions, and responsibilities to administer and enforce section 28 and its regulations, section 28.0.1, and section 30.1 of the Conservation Authorities Act,

   d. Paragraph 4 of subsection 13 (3): programs and services related to reviewing and commenting on any proposal made under another Act for the purpose of determining whether the proposal relates to a significant drinking water threat or may impact any drinking water sources protected by a source protection plan, and

   e. Subparagraph 4 iv of section 15: programs and services related to reviewing and commenting on proposals made under other Acts for the purpose of determining the proposal’s impact on the Lake Simcoe Protection Plan and the Lake Simcoe watershed.

Application

4. This Direction, applies to all Conservation Authorities in Ontario, listed in Appendix “A” to this Direction.

5. For greater certainty, this Direction also applies to the Conservation Authorities listed in Appendix “A” to this Direction when such Conservation Authorities are meeting as a source protection authority under the Clean Water Act, 2006.

Effective Date and Term

6. This Direction is effective from January 1, 2024 (the “Effective Date”).
7. The term of this Direction is the period from the Effective Date to December 31, 2024 (the “Term”).

Amendments

8. This Direction may be amended in writing from time to time at the sole discretion of the Minister.

HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the
Minister of Natural Resources and Forestry

The Honourable Graydon Smith
Minister of Natural Resources and Forestry
December 13, 2023
APPENDIX A

LIST OF CONSERVATION AUTHORITIES TO WHICH THE DIRECTION APPLIES

Ausable Bayfield CA
R.R. #3
71108 Morrison Line
Exeter ON N0M 1S5
Brian Homer
bhorner@abca.on.ca

Cataraqui Region CA
Box 160
1641 Perth Road
Glenburnie ON K0H 1S0
Katrina Furlanetto
kfurlanetto@crca.ca

Catfish Creek CA
R.R. #5
8079 Springwater Road
Aylmer ON N5H 2R4
Dusty Underhill
generalmanager@catfishcreek.ca

Central Lake Ontario CA
100 Whiting Avenue
Oshawa ON L1H 3T3
Chris Darling
cdarling@cloca.com

Credit Valley CA
1255 Old Derry Rd
Mississauga ON L5N 6R4
Quentin Hanchard
quentin.hanchard@cvc.ca

Crowe Valley CA
Box 416
70 Hughes Lane
Marmora ON K0K 2M0
Tim Pidduck
tim.pidduck@crowevalley.com

Essex Region CA
Suite 311
360 Fairview Ave West
Essex ON N8M 1Y6
Tim Byrne
tbyrne@erca.org
Ganaraska Region CA
Box 328
2216 County Road 28
Port Hope ON L1A 3V8
Linda Laliberte
llaliberte@grca.on.ca

Grand River CA
Box 729
400 Clyde Road
Cambridge ON N1R 5W6
Samantha Lawson
slawson@grandriver.ca

Grey Sauble CA
R.R. #4
237897 Inglis Falls Road
Owen Sound ON N4K 5N6
Tim Lanthier
t.lanthier@greysauble.on.ca

Halton Region CA
2596 Britannia Road West
Burlington ON L7P 0G3
Hassaan Basit
hbasit@hrca.on.ca

Hamilton Region CA
P.O. Box 81067
838 Mineral Springs Road
Ancaster ON L9G 4X1
Lisa Burnside
lisa.burnside@conservationhamilton.ca

Kawartha Region CA
277 Kenrei (Park) Road
Lindsay ON K9V 4R1
Mark Majchrowski
mmaichrowski@kawarthaconservation.com

Kettle Creek CA
R.R. #8
44015 Ferguson Line
St. Thomas ON N5P 3T3
Elizabeth VanHooren
elizabeth@kettlecreekconservation.on.ca
Lake Simcoe Region CA
Box 282
120 Bayview Parkway
Newmarket ON L3Y 3W3
Rob Baldwin
r.baldwin@lsrca.on.ca

Lakehead Region CA
Box 10427
130 Conservation Road
Thunder Bay ON P7B 6T8
Tammy Cook
tammy@lakeheadca.com

Long Point Region CA
4 Elm Street
Tillsonburg ON N4G 0C4
Judy Maxwell
jmaxwell@lprca.on.ca

Lower Thames Valley CA
100 Thames Street
Chatham ON N7L 2Y8
Mark Peacock
mark.peacock@ltvca.ca

Lower Trent Region CA
R.R. #1
714 Murray Street
Trenton ON K8V 5P4
Rhonda Bateman
rhonda.bateman@ltc.on.ca

Maitland Valley CA
Box 127
1093 Marietta Street
Wroxeter ON N0G 2X0
Phil Beard
pbeard@mvca.on.ca

Mattagami Region CA
100 Lakeshore Road
Timmins ON P4N 8R5
David Vallier
david.vallier@timmins.ca

Mississippi Valley CA
10970 Highway 7
Carleton Place ON K7C 3P1
Sally McIntyre
smcintyre@mvc.on.ca
Niagara Peninsula CA
250 Thorold Road West, 3rd Floor
Welland ON L3C 3W2
Chandra Sharma
csharma@npca.ca

Nickel District CA
199 Larch St
Suite 401
Sudbury ON P3E 5P9
Carl Jorgensen
carl.jorgensen@conservationsudbury.ca

North Bay-Mattawa CA
15 Janey Avenue
North Bay ON P1C 1N1
Chitra Gowda
chitra.gowda@nbmca.ca

Nottawasaga Valley CA
8195 Line 8
Utopia ON L0M 1T0
Doug Hevenor
dhevenor@nvca.on.ca

Otonabee Region CA
250 Milroy Drive
Peterborough ON K9H 7M9
Janette Loveys Smith
jsmith@otonabeeconservation.com

Quinte CA
R.R. #2
2061 Old Highway #2
Belleville ON K8N 4Z2
Brad McNevin
bmcnevin@quinteconservation.ca

Raisin Region CA
PO Box 429
18045 County Road 2
Cornwall ON K6H 5T2
Richard Pilon
richard.pilon@rrca.on.ca

Rideau Valley CA
Box 599
3889 Rideau Valley Dr.
Manotick ON K4M 1A5
Sommer Casgrain-Robertson
sommer.casgrain-robertson@rvca.ca
Saugeen Valley CA  
R.R. #1  
1078 Bruce Road #12, Box #150  
Formosa ON N0G 1W0  
Jennifer Stephens  
j.stephens@svca.on.ca

Sault Ste. Marie Region CA  
1100 Fifth Line East  
Sault Ste. Marie ON P6A 6J8  
Corrina Barrett  
cbarrett@ssmrca.ca

South Nation River CA  
38 Victoria Street  
P.O. Box 29  
Finch ON K0C 1K0  
Carl Bickerdike  
cbickerdike@nation.on.ca

St. Clair Region CA  
205 Mill Pond Crescent  
Strathroy ON N7G 3P9  
Ken Phillips  
kphillips@scrca.on.ca

Toronto and Region CA  
101 Exchange Avenue  
Vaughan ON L4K 5R6  
John MacKenzie  
john.mackenzie@trca.ca

Upper Thames River CA  
1424 Clarke Road  
London ON N5V 5B9  
Tracey Annett  
anettt@thamesriver.on.ca
December 22, 2023

Karren Wallace, Clerk
Township of Wellington North
7490 Side Road 7W, Box 125
Kenilworth, ON N0G 2E0

Dear Karren Wallace

Re: 2024 Grand River Conservation Authority Municipal Apportionment and Budget Vote Meetings

Please be advised that the General Membership Meeting of the Grand River Conservation Authority (GRCA) will be held on January 26, 2024, at 9:30 a.m., to consider approval of the 2024 Municipal Apportionment. In addition, the Annual General Meeting of the GRCA will be held on Friday, February 23, 2024, at 9:30 a.m., to consider approval of the 2024 Budget.

Attached is the most recent draft of the 2024 Budget, which was presented to the GRCA General Membership on October 27, 2023. Based on board direction to staff, this draft budget includes a Total Municipal Apportionment of $13,292,000 which represents a 2.5% increase over 2023. The Municipal Apportionment, if approved, will be apportioned to watershed municipalities on the basis of “Modified Current Value Assessment” as defined in Ontario Regulation 402/22: Budget and Apportionment.

The attached draft 2024 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2024. Also included is a calculation of the 2024 Municipal Apportionment for participating municipalities. Should you have any questions concerning the draft Budget or the Municipal Apportionment, please contact the undersigned.

Yours truly,

Karen Armstrong,
Deputy CAO and Secretary-Treasurer
Grand River Conservation Authority

Report number: GM-10-23-80

Date: October 27, 2023

To: Members of the Grand River Conservation Authority

Subject: Budget 2024 – Draft #1

Recommendation:

THAT Report Number GM-10-23-80 - Budget 2024 - Draft #1 be approved for consultation purposes, circulated to all participating municipalities, and posted to the GRCA website.

Summary:

This report summarizes the first draft of the 2024 Budget. The final budget for 2024 will be presented for approval at the February 24, 2024 Annual General Meeting. See Attachment A “Budget 2024 Timetable” for additional details on budget timelines.

Budget 2024- Draft #1 reflects the continuation of programs and services delivered in 2023 and maintains breakeven results. Total draft expenditures for 2024 are $34,442,188. For context, the October 2022 draft budget for 2023 included expenditures of $33,279,188. Preliminary budget financial figures are outlined in Attachment G which includes the Statement of Operations and detailed Program and Services statements. The individual programs and services budgets have been categorized as Operating, Capital Maintenance, and Special projects.

Grand River Conservation Authority (GRCA) programs and services are funded by:

- Municipal Apportionment (in prior years referred to as Municipal General Levy)
- Municipal Funding as per Memorandum of Understandings (MOUs)
- Other Municipal Funding (by special agreements)
- Provincial and Federal Grants
- Self-Generated Revenue
- Funding from Reserves

Overall, the municipal funding request has been increased by 2.5% (or $324,000) to $13,292,000 in 2024. For a breakdown of municipal funding by Category 1, 2, and general operating expenses see Attachment C “Budget 2024 Municipal funding breakdown”.

As required under O.Reg.687/21 Transition Plans and Agreements for Programs and Services Under Section 21.2.2 of the Act, the GRCA has developed an Inventory of Programs and Services based on the categories identified in the Regulation. These categories include: (1) Mandatory, (2) Municipally requested, (3) Other (Authority determines are advisable), and General Operating Expenses.

Attachment B “Programs & Services Inventory” outlines the expenditures and funding sources applicable to each category, along with the reallocation of program surplus between programs and services.

Appendix D “Summary of Municipal Apportionment” details the municipal apportionment and MOU funding requests by participating municipalities.
TABLE A - BUDGET 2024 EXPENDITURES

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>2024</th>
<th>2023 (Oct draft)</th>
<th>Increase/(decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenses</td>
<td>$29,066,688</td>
<td>$28,148,688</td>
<td>$918,000</td>
</tr>
<tr>
<td>Capital Expenses</td>
<td>$4,419,000</td>
<td>$4,104,000</td>
<td>$315,000</td>
</tr>
<tr>
<td>Special Projects</td>
<td>$840,000</td>
<td>$840,000</td>
<td>$0</td>
</tr>
<tr>
<td>Funding to Reserve (hydro)</td>
<td>$116,500</td>
<td>$116,500</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$34,442,188</strong></td>
<td><strong>$33,209,188</strong></td>
<td><strong>$1,233,000</strong></td>
</tr>
</tbody>
</table>

Note: Use of the term capital expenses for spending that is funded with municipal apportionment refers to major maintenance, water control structure studies, or water management equipment.

Report:

A. CONSERVATION AUTHORITIES ACT - NEW REGULATIONS

The Conservation Authorities Act (CA Act) outlines three categories of programs and services: (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

O. Reg. 402/22 - Budget and Apportionment also defines “general operating expense or capital cost” as an operating expense or capital cost that is not related to the provision of a program or service that an authority provides. The regulations require that these costs be identified separately, and municipal funding be apportioned using Modified Current Value Assessment (MCVA).

O. Reg. 402/22 requirements came into force for the 2024 budget process. See Attachment A – Budget 2024 Timetable for timeline details. This regulation outlines Four Phases to the budget process:

- Phase 1: Categorizing revenue and expenses as per the categories listed above, and amounts of municipal apportionment
- Phase 2: Board approval of draft budget for consultation (vote required), distribution to participating municipalities, and posting on the GRCA’s Governance section on the website. Consultation with municipalities will occur as required.
- Phase 3: Board apportionment approval process (weighted vote required)
- Phase 4: Final budget approval process (vote required)

B. OPERATING BUDGET

In general, the 2024 budget assumes the same level of program and service delivery as provided in 2023. Any exceptions to specific program areas are included in the commentary below as applicable.

(a) Resource Planning

- Resource Planning fee revenue declined in 2023 and therefore this draft of the budget reduced revenue by $100,000.
- Compensation and benefits costs reduced by $50,000 to recognize vacancy and/or rate savings which have resulted historically (budget assumes no change in staffing complement).

(b) Residential Property Rental Program

- The Residential Property Rental Program is in the process of winding down. The budgeted 2023 revenue of $110,000 assumes no decrease in occupancy during 2024.
- The budgeted net result for this program is a $25,000 deficit.
(c) Outdoor Environmental Education

- Negotiations with school boards for 2023/24 contracts have been completed. The first draft of the budget assumes that 2023/24 school contracts will be extended for the 2024/25 school year. This draft does not include any community or day camp program delivery. Decisions regarding the future format and scope of the Outdoor Environmental Education program will be incorporated into future budget drafts as applicable.

(d) Conservation Areas

- Conservation Area 2024 budgeted revenue of $10,500,000 is approximately $1,000,000 less than projected revenue of $11,500,000 for 2023.
- Operating expenses are being increased by $350,000.
- Conservation Area program and services expenses have been expanded to include 100% of Manager of Conservation Area Operations, 50% of Luther Marsh operations, and 100% of hazard tree management in the Conservation Areas. The funding for these three additional components is being funded with surplus from other Category 3 programs.
- The Conservation Areas budget excludes any allocation for corporate services overhead expenses.
- The revenue and cost assumptions will be revisited once actuals for the full 2023 season are available. Any adjustments to operating revenue or expenses will be the transfer to/from the Conservation Areas Reserve.

(e) Investment Income

- Income increased $50,000 due to higher interest being earned on cash balances.

(f) Section 39 Funding

- It is assumed that there will no further cutbacks in the provincial Section 39 grant for the period April 1, 2023 to March 31, 2024 and therefore the Section 39 grant amount is anticipated to remain at $449,688.

(g) Municipal Funding

- The 2024 Budget includes $12,275,000 of funding for Category 1 Mandatory Programs and General Operating Expenses along with $1,017,000 for Category 2 MOU Programs for a total of $13,292,000 which is a $324,000 (or 2.5%) increase over the 2023 General Municipal Levy of $12,968,000.

(h) Surplus Assumption

- The draft budget assumes a $100,000 surplus carry forward from 2023. If additional surplus is applicable, staff will recommend that it be incorporated in the final budget and used for non-recurring expense demands (i.e. consulting, professional development, and other administrative costs).

(i) Transition Reserve (created in 2021)

- The purpose of the reserve is to fund expenditures related to the transitioning of the GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. As at December 31, 2022, the reserve balance is approximately $2.0 million.
- The strategy for Budget 2024 draft #1 is to utilize the transition reserve to fund one staff position ($100,000) to assist with some of the deliverables required by the new regulations and to fund the Outdoor Environmental Education program deficit ($312,000).
(j) Compensation and Benefits and Staffing Comments:
- The 2024 draft budget includes a 3% increase for compensation and benefits which allows for a general wage increase, grid steps within wage scales, and benefit cost increases. In addition, one administrative position is being added to the budget.
- Non-union salary adjustments are required to be approved by the General Membership which is typically presented in November or December for the subsequent year.
- Union wage adjustments have been incorporated into the budget in accordance with the Collective Agreement which is effective until December 31, 2025.

(k) Source Protection Program
- The province has identified that this program is considered a Category 1 mandatory program that is required to be delivered by Conservation Authorities. Funding until March 2024 was secured. The province, which currently fully funds this program, has not guaranteed funding for future years, nor has it announced an end to program funding.

C. CAPITAL & MAJOR MAINTENANCE BUDGET

(a) Major Maintenance Spending Water Control Structures
- The budget is set at $1,500,000. Any demands that arise more than that amount can be funded with the Water Control Structures reserve and/or the Land Sale Proceeds reserve. Staff continue to seek funding to repair and update the water control infrastructure from provincial and federal government. Government funding included in budget 2024 relates to provincial Water and Erosion Control Infrastructure (WECI) funding which is subject to provincial approval of projects. Changes to this budget line will not impact the request for municipal funding. Any additional spending will be funded with WECI funding or reserves.

(b) Capital Spending Conservation Areas
- The budget is set at $2,000,000. This spending is budgeted to be funded with $1,650,000 of fee revenue and $350,000 from the conservation area reserve. Future budget drafts will be revised as capital projects are prioritized. Any increases in budgeted spending will be facilitated by either increased revenue or use of the conservation area reserve. Any decrease in budgeted expenses would be offset by a transfer to the conservation reserve.

(c) Water Monitoring Equipment and Flood Forecasting and Warning Expenses
- The budget is being held constant at $300,000. The gauge reserve will be used to fund $100,000 of total costs and the remaining costs will be funded with Category 1 Municipal Apportionment funding.

(d) Information Systems and Motor Pool
- Costs of $379,000 for Information Systems and $240,000 for Motor Pool represent the costs not funded through internal cost allocations to programs and services and are funded through the IS reserve and MP reserve respectively. See Attachment G ‘P&S #16 - Supplemental Information – IS and MP’ for detailed expense information.

D. SPECIAL PROJECTS

(a) Special projects do not rely on Municipal Apportionment funding.
(b) This draft of the budget only includes items that are known or highly likely to be undertaken and a cost can be estimated. At present, the budget includes $840,000 in spending. By the time the 2024 budget is finalized, special project spending, along with
matching revenue, is expected to increase as projects are approved and carryover amounts are confirmed.

(c) The $840,000 in special projects included in this draft budget are:
- $800,000 Rural Water Quality Capital Grants
- $40,000 Species at Risk Program

(d) New Guelph Lake Nature Centre Building
To date, the purchasing process for this project has not commenced, therefore, a reliable cost estimate is not available. The final budget draft will incorporate this project as applicable with funding to be provided via donations and potentially using GRCA reserves.

E. RESERVES
For 2024, reserves are budgeted to decrease by $331,500. Significant budgeted drawdowns to reserves include $350,000 for Conservation Area capital projects, $315,000 to fund the Environmental Education deficit, $100,000 to fund one staff position, $379,000 for Information Systems, and $240,000 for Motor Pool. See Attachment E ‘Summary of Reserves’ for details of reserve movements budgeted for 2024. The use of reserves is integral to GRCA operations. The GRCA sets aside certain funds to reserves (i.e. Land Sale Proceeds, Hydro Revenue, Interest Earned on Reserves) in order to be able to draw upon these reserves at a later date in accordance with either legislative mandates and/or board-approved use.

Reserves can be viewed as:
- Planned savings set aside for future capital projects (facilitates smoothing of funding requests)
- Surpluses set aside for future operating or capital needs (i.e. Conservation Area revenue in excess of budget)
- Contingency funds for unplanned expenditures
- Legislated amounts to be used in accordance with regulations (i.e. land sale proceeds

A detailed report on reserves will be presented at the November 24, 2023 meeting.

F. CATEGORY 2 – WATERSHED SERVICES
The programs and services included under watershed services are:
- Subwatershed Studies
- Conservation Services
- Water Quality
- Wastewater Optimization Program
- Groundwater Resources
- Watershed Services

See Attachment F ‘Budget 2024 Category 2 - Watershed Services Program Breakdown’
This budget assumes that all participating municipalities will enter into a Memorandum of Agreement with the GRCA and agree to apportioning the funding requirements using MCVA, the same as Category 1 apportionment and the same method that was used in prior years.

G. MUNICIPAL APPORTIONMENT (referred to as General Municipal Levy in prior years)
Where municipal funding is applicable, namely, Category 1, 2, and General Operating Expenses, the methodology of apportionment used is Modified Current Value Assessment (MCVA) on the basis that there is a watershed benefit for all participating municipalities from the programs and services. See Attachment D ‘Budget 2024 Summary of Municipal Apportionment’ for details.
The methodology for calculating the MCVA and distributing apportionment is outlined in O. Reg. 402/22 Section (7). Agreements with participating municipalities for Category 2 programs and services have not been finalized therefore the funding allocation is subject to change and would be communicated and agreed to accordingly if applicable.

OTHER MAJOR ASSUMPTIONS

(a) Cottage Lot Rental Program revenue increased by 2.5% or $57,000 in accordance with the Residential Tenancy Act.
(b) Total Insurance expense increased by 5% or $24,000 to reflect 2023 rate increases and projected 2024 rate increases.
(c) Total Property Tax expense increased $20,000.
(d) Admin Operating expense held constant.
(e) Other Operating expenses increased between 0% and 5% as applicable.
(f) Motor Pool charge-out rates held constant.
(g) Computer charge-out rates held constant.

H. SIGNIFICANT OUTSTANDING BUDGET ITEMS

(a) Year 2023 Carry forward Adjustments
   2023 Surplus carry forward - this draft of the 2024 Budget assumes a $100,000 surplus carryover from year 2023. The actual “2023 Net Surplus” will be incorporated into the 2024 budget.

(b) 2023 Special Projects carry forward
   Any projects commenced in year 2023 and not completed by December 31, 2023 will be carried forward and added to Budget 2023 (i.e. both the funding and the expense will be added to Budget 2023 and therefore these adjustments will have no impact on the breakeven net result).

(c) Water Control Structures Major Maintenance Expenditures
   A final determination of the amount of spending to be added to the Budget 2024 (i.e. unspent amounts from 2023, new projects) will be made, including use of reserves for 2024 projects. Any decisions to increase spending should not impact the general municipal apportionment request but would be funded with reserves, WECI funding, and/or new funding sources, as applicable.

(d) Conservation Area Revenue and Expenses
   Final revenue, operating, and capital expense figures are to be determined following the year-end actuals review.

(e) Environmental Education
   Final revenue and operating expense figures are to be determined following further information on program delivery developments.

The following are attached:

Attachment A: Budget 2024 Timetable
Attachment B: Budget 2024 Program and Services Inventory
Attachment C: Budget 2024 Municipal Funding Breakdown
Attachment D: Budget 2024 Summary of Municipal Apportionment
Attachment E: Budget 2024 Summary of Reserves
Attachment F: Budget 2024 Category 2 - Watershed Services Program breakdown
Attachment G: Statement of Operations & Detailed Program and Services Statements
Financial Implications:

Budgeted spending for 2024 is $34,442,188 (2023: $33,279,188) which includes transfers of $116,500 to reserves. This first draft of the budget includes a municipal general levy increase of $324,000 (or 2.5%).

The main budgetary challenges faced by the GRCA are:

- Cost pressures created by the economic environment including inflation, supply chain issues, and labour force shortages.
- Conservation Area operating revenue is impacted by fluctuations in consumer demand and weather conditions which are difficult to predict.
- An aging infrastructure in the Conservation Areas and aging Nature Centre facilities.
- Increased demands on managing passive lands (i.e. land use decisions, hazard tree management, trespassing, infrastructure).
- Keeping pace with digital innovation and technological advancements.
- Meeting new regulation reporting requirements (Conservation Area Strategy, etc.)

Other Department Considerations:

None

Prepared by: Sonja Radoja
Manager of Corporate Services

Approved by: Samantha Lawson
Chief Administrative Officer

Karen Armstrong
Deputy CAO/Secretary-Treasurer
ATTACHMENT A
Grand River Conservation Authority
Budget 2024 Timetable
October 27, 2023

• Oct 27, 2022: Draft Budget #1 to General Meeting and Board approval of the draft budget for consultation purposes
• November 2023: Distribute Draft Budget #1 to Participating Municipalities and post it on the GRCA website in the Governance section
• Nov & Dec 2023: Consultation with Participating Municipalities as requested
• December 15, 2023: Board Motion to send 30 days’ notice to Participating Municipalities of Municipal Apportionment Vote at January 26, 2024 General Meeting
• December 22, 2023: Send Notice to Participating Municipalities of Municipal Apportionment Vote and include apportionment amounts and most recent draft Budget
• Jan 26, 2024: Draft Budget #2 to General Meeting and Municipal Apportionment Vote – weighted majority and recorded. Once approved, distribute to Participating Municipalities.
• Feb 23, 2024: Final 2024 Budget Vote – weighted majority (as per by-law) and recorded. Once approved, distribute to Participating Municipalities, post on the GRCA website, and send to MNRF.
# Programs and Services Inventory

## Budget 2024

To General Meeting October 27th, 2023

## Programs and Services Inventory

<table>
<thead>
<tr>
<th>Programs &amp; Services Inventory</th>
<th>Total Expenditures (includes transfers to reserves)</th>
<th>Municipal Apportionment/ Cat 2 MOA Funding</th>
<th>Municipal Self-generated Revenue</th>
<th>Provincial &amp; Federal Grants Funding from Reserves</th>
<th>Programs &amp; Services Surplus allocation</th>
<th>Total Revenue (after P&amp;S surplus allocation)</th>
<th>Net Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Watershed Resources-Planning</td>
<td>1,416,100</td>
<td>1,303,600</td>
<td>37,500</td>
<td>75,000</td>
<td>1,416,100</td>
<td>-</td>
<td>-</td>
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<tr>
<td>FFW &amp; Flood Plain Mapping</td>
<td>1,101,000</td>
<td>911,662</td>
<td>164,338</td>
<td>25,000</td>
<td>1,101,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Water Control Structures</td>
<td>3,628,700</td>
<td>2,593,350</td>
<td>985,350</td>
<td>50,000</td>
<td>3,628,700</td>
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<td>-</td>
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<tr>
<td>Resource Planning</td>
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<td>1,525,600</td>
<td>1,044,000</td>
<td>40,000</td>
<td>2,609,600</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Conservation Lands Mgmt</td>
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<td>2,629,900</td>
<td>42,000</td>
<td>200,000</td>
<td>2,871,900</td>
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<td>-</td>
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<tr>
<td>Source Protection Planning</td>
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<td>-</td>
<td>640,000</td>
<td></td>
<td>640,000</td>
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<td>-</td>
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<tr>
<td><strong>Total Category 1</strong></td>
<td>12,267,300</td>
<td>8,964,112</td>
<td>1,086,000</td>
<td>350,000</td>
<td>12,267,300</td>
<td>-</td>
<td>-</td>
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</table>

### Category 2

- **General Operating Expenses (note 5)**
  - 4,449,188
  - 3,310,888
  - 250,000
  - 74% 0% 6% 0% 15% 100%

### Category 3

- **Category 2 Watershed Services**
  - 1,868,000
  - 1,017,000
  - 850,000
  - 54% 46% 0% 0% 0% 100%

- **Tree Planting/Nursery Program**
  - 892,900
  - 580,000
  - 30,000
  - 312,000
  - 52,200
  - 82,200

- **Conservation Services**
  - 82,200
  - 600,000
  - 312,000
  - 912,000

- **Environmental Education**
  - 912,000
  - 3,038,000
  - 1,928,800
  - 1,109,200

- **Property Rentals**
  - 1,109,200
  - 580,000
  - 368,000
  - 212,000

- **Hydro Production**
  - 1,109,200
  - 10,571,000
  - 510,000
  - 11,432,000

- **Conservation Areas**
  - 11,432,000
  - 1,217,400
  - 1,217,400

- **Administrative Support (note 6)**
  - 1,217,400
  - -
  - -

<table>
<thead>
<tr>
<th><strong>Total Category 3</strong></th>
<th>15,857,700</th>
<th>-</th>
<th>-</th>
<th>15,369,000</th>
<th>30,000</th>
<th>663,000</th>
<th>(204,300)</th>
<th>15,857,700</th>
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<tbody>
<tr>
<td><strong>Total Programs &amp; Services</strong></td>
<td>34,442,188</td>
<td>13,292,000</td>
<td>850,000</td>
<td>16,705,000</td>
<td>1,897,188</td>
<td>1,698,000</td>
<td>-</td>
<td>34,442,188</td>
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</tbody>
</table>

### Commentary:

**NOTE 1** Total Programs & Services expenditure (includes transfers to reserves) is funded 39% by the combined total of mandatory municipal apportionment and Category 2 MOA municipal funding.

**NOTE 2** Almost 50% of total expenses is funded with self-generated revenue.

**NOTE 3** Category 3 ‘Property Rentals’ and ‘Hydro Production’ generate a surplus which is allocated to Category 3 programs and General Operating expenses to achieve breakeven results for each P&S.

**NOTE 4** In 2023 General Municipal Levy funding totalled $12,968,000. Therefore Municipal funding is increasing by $324,000 (2.5%) to $13,292,000 in 2024 compared to 2023.

**General Operating Expenses** include administrative expenses related to Office of the CAO, communications, capital support, finance, payroll, human resources, Health and Safety, head Office facility, and other administrative expenses that support the provision of programs and services.

**NOTE 5** Administrative Support include administrative expenses related to finance, communications, capital support and other administrative expenses that support category 3 programs and services.
### MUNICIPAL FUNDING BREAKDOWN (note 1)

**BUDGET 2024**

to General Meeting October 27th, 2023

<table>
<thead>
<tr>
<th>Category</th>
<th>2024</th>
<th>2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>CATEGORY 1 - Mandatory</td>
<td>8,964,112</td>
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<tr>
<td>General Operating Expenses</td>
<td>3,310,888</td>
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</tr>
<tr>
<td>CATEGORY 2 - Municipally Requested MOU's (note 2)</td>
<td>1,017,000</td>
<td></td>
</tr>
<tr>
<td>Matching Admin &amp; Mtce Levy</td>
<td></td>
<td>449,688</td>
</tr>
<tr>
<td>Non-Matching Admin &amp; Mtce Levy</td>
<td></td>
<td>11,568,312</td>
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<tr>
<td>Capital Maintenance Levy</td>
<td></td>
<td>950,000</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>13,292,000</strong></td>
<td><strong>12,968,000</strong></td>
</tr>
</tbody>
</table>

**Note 1**
Funding under special agreements with Municipalities is not included in above municipal funding breakdown (i.e. RWQP, Subwatershed studies)

**Note 2**
Participation of all member municipalities for Category 2 programs and services has not been confirmed as at Oct 27/23. Adjustments may be applicable.

**dollar Increase**  324,000  
**percentage Increase**  2.5%
# Grand River Conservation Authority

## Summary of Municipal Apportionment - 2024 Budget

**DRAFT - October 27th, 2023**

<table>
<thead>
<tr>
<th>% CVA in Watershed</th>
<th>2023 CVA (Modified)</th>
<th>CVA in Watershed</th>
<th>CVA-Based Apportionment</th>
<th>2024 Budget Category 1 Operating Expenses</th>
<th>2024 Budget Category 2 Operating Expenses</th>
<th>2024 Budget Total Apportionment</th>
<th>Actual 2023</th>
<th>% Change</th>
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<tr>
<td>Brantford C</td>
<td>100.0%</td>
<td>15,830,835,062</td>
<td>15,830,835,062</td>
<td>7.43%</td>
<td>245,952</td>
<td>665,906</td>
<td>75,549</td>
<td>987,407</td>
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<td>Amaranth Twp</td>
<td>82.0%</td>
<td>836,304,475</td>
<td>685,769,670</td>
<td>0.32%</td>
<td>10,654</td>
<td>28,846</td>
<td>3,273</td>
<td>42,773</td>
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<td>East Garafraxa Twp</td>
<td>80.0%</td>
<td>659,250,495</td>
<td>527,400,396</td>
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<td>8,194</td>
<td>22,184</td>
<td>2,517</td>
<td>32,895</td>
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<td>Town of Grand Valley</td>
<td>100.0%</td>
<td>629,306,057</td>
<td>629,306,057</td>
<td>0.30%</td>
<td>9,777</td>
<td>26,471</td>
<td>3,003</td>
<td>39,251</td>
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<td>Melancthon Twp</td>
<td>56.0%</td>
<td>621,036,905</td>
<td>347,780,667</td>
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<td>5,403</td>
<td>14,629</td>
<td>1,660</td>
<td>21,692</td>
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<td>Southgate Twp</td>
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<td>1,171,985,196</td>
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<td>2,958</td>
<td>336</td>
<td>4,386</td>
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<td>41.0%</td>
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<td>3,091,409,248</td>
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<td>130,037</td>
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<td>Norfolk County</td>
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<td>9,936,265,236</td>
<td>496,813,272</td>
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<td>7,719</td>
<td>20,688</td>
<td>2,371</td>
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<td>Halton Region</td>
<td>10.6%</td>
<td>49,388,040,845</td>
<td>5,220,626,448</td>
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<td>81,109</td>
<td>219,600</td>
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<td>Hamilton City</td>
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<td>98,248,255,488</td>
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<td>408,315</td>
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<td>1,639,233</td>
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<td>Oxford County</td>
<td>36.1%</td>
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<td>1,696,921,269</td>
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<td>26,364</td>
<td>71,379</td>
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<td>105,841</td>
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<td>North Perth T</td>
<td>2.0%</td>
<td>2,497,940,188</td>
<td>49,958,804</td>
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<td>776</td>
<td>2,101</td>
<td>238</td>
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<td>2,108,636,244</td>
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<td>0.40%</td>
<td>13,104</td>
<td>35,479</td>
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<td>Waterloo Region</td>
<td>100.0%</td>
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<td>107,591,348,898</td>
<td>50.49%</td>
<td>1,671,568</td>
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<td>5,519,221,813</td>
<td>5,519,221,813</td>
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<td>85,748</td>
<td>232,160</td>
<td>26,339</td>
<td>344,247</td>
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<td>Erin T</td>
<td>49.0%</td>
<td>2,632,734,184</td>
<td>1,290,039,750</td>
<td>0.61%</td>
<td>20,042</td>
<td>54,264</td>
<td>6,156</td>
<td>80,462</td>
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<td>Guelph C</td>
<td>100.0%</td>
<td>28,678,588,984</td>
<td>28,678,588,984</td>
<td>13.46%</td>
<td>445,558</td>
<td>1,206,332</td>
<td>138,861</td>
<td>1,788,751</td>
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<td>Guelph Eramosa Twp</td>
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<td>1,839,982,306</td>
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<td>28,566</td>
<td>77,397</td>
<td>8,781</td>
<td>114,764</td>
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<td>Wellington North Twp</td>
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<td>939,825,477</td>
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<td>39,533</td>
<td>4,485</td>
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<td>90,136</td>
<td>10,225</td>
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**Total**

355,872,351,049  213,107,216,762  100.00%  3,310,888  8,964,112  1,017,000  13,292,000  12,968,000  2.5%

*Operating Expenses include maintenance of capital infrastructure, studies, and/or equipment.*
<table>
<thead>
<tr>
<th>Type A: GRCA Controlled</th>
<th>BUDGET 2024</th>
<th>&quot;NET CHANGE&quot; BUDGET 2023</th>
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<tbody>
<tr>
<td></td>
<td>2023</td>
<td>TRANSFER IN/OUT</td>
</tr>
<tr>
<td></td>
<td></td>
<td>IN</td>
</tr>
<tr>
<td></td>
<td>2023 VS 2024</td>
<td>(Interest Income)</td>
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<tr>
<td>Operating Reserves (designated)</td>
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<tr>
<td>Property &amp; Liability Insurance</td>
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<tr>
<td>Building &amp; Mechanical Equipment</td>
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<td>Small Office Equipment</td>
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<tr>
<td>Personnel</td>
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<td>Transition</td>
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<td>Forestry</td>
<td>1,347,640</td>
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<td>Cottage Operations</td>
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<td>116,939</td>
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<td>Planning Enforcement</td>
<td>542,179</td>
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<td>Property Rental Expenses</td>
<td>757,976</td>
<td>20,000</td>
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<td>Watershed Restoration</td>
<td>276,275</td>
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<td>Master Planning</td>
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<td>Water Management Operating NEW-2022</td>
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<td>Motor Pool Equipment</td>
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<td>Motor Pool Insurance</td>
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<td>Capital Reserves (designated)</td>
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<td>Water Control Structures</td>
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<td>Cambridge Desilting Pond</td>
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<td>Completion of Capital Projects</td>
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<td>Conservation Areas-Stabilization/Capital</td>
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<tr>
<td>Gauges</td>
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<td>Total Type A: GRCA Controlled</td>
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<table>
<thead>
<tr>
<th>Type B: Reserves with Outside Control/Interest</th>
<th>BUDGET 2024</th>
<th>&quot;NET CHANGE&quot; BUDGET 2023</th>
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<tr>
<td>With MNRF Interest (Capital Reserves)</td>
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<td>TRANSFER IN/OUT</td>
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<tr>
<td>Gravel</td>
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<td>Land Sale Proceeds Reserve</td>
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<tr>
<td>With School Board Interest (Operating Reserves)</td>
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<td>App's Nature Centre</td>
<td>75,501</td>
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<tr>
<td>Laurel Creek Nature Centre</td>
<td>123,611</td>
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<tr>
<td>Guelph Lake Nature Centre</td>
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<td>Taquanyah Nature Centre</td>
<td>23,197</td>
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<tr>
<td>Shade's Mills Nature Centre</td>
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<td>Total Type B: Outside Control/Interest</td>
<td>23,314,715</td>
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<tr>
<td>TOTAL</td>
<td>$48,209,738</td>
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<td></td>
<td>$1,250,000</td>
<td>$2,853,500</td>
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<td>($4,435,000)</td>
<td>($4,435,000)</td>
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## BUDGET 2024 - CATEGORY 2 - WATERSHED SERVICES PROGRAM BREAKDOWN

*Draft October 27, 2023 to General Meeting*

<table>
<thead>
<tr>
<th>Programs &amp; Services</th>
<th>Cost</th>
<th>Offsetting Funding</th>
<th>NET COST</th>
<th>Description of Funding</th>
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<td>Sub-watershed Services</td>
<td>$285,000</td>
<td>$(50,000)</td>
<td>$235,000</td>
<td>Municipal Funding</td>
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<tr>
<td>Conservation Services</td>
<td>$1,339,000</td>
<td>$(800,000)</td>
<td>$539,000</td>
<td>Municipal Funding</td>
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<td>Water Quality</td>
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<td>$(1,000)</td>
<td>$147,000</td>
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<td>Water Quality - Waste Water Optimization Program</td>
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<td>$87,600</td>
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<tr>
<td>Water Quality - Groundwater Resources</td>
<td>$8,400</td>
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<td>$8,400</td>
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<tr>
<td>Watershed Sciences &amp; Collaborative Planning *</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$1,868,000</strong></td>
<td><strong>$(851,000)</strong></td>
<td><strong>$1,017,000</strong></td>
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* Costs related to this activity integrated in the above listed programs and services.
## GRAND RIVER CONSERVATION AUTHORITY
### STATEMENT OF OPERATIONS
### BUDGET 2024

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<th>Category</th>
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<th>2024</th>
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<td>11,976,000</td>
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<td>Memorandums of Understanding Apportionment</td>
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<td><strong>Government Grants</strong></td>
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<td>MNRF Transfer Payments</td>
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<td>449,688</td>
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<td>User Fees and Sales</td>
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<td><strong>TOTAL REVENUE</strong></td>
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### GRAND RIVER CONSERVATION AUTHORITY

**STATEMENT OF OPERATIONS**

**BUDGET 2024**

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<th>Category</th>
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<th>NEW REGS Budget 2024</th>
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<tr>
<td>Watershed Management</td>
<td>Category 1</td>
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<td>Flood Forecasting and Warning</td>
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<td>Administrative Support</td>
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<td><strong>Total Expenses</strong></td>
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<tr>
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<tr>
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<td><strong>NET SURPLUS</strong></td>
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How much does it cost, and who pays for it?

draft Bud 2023(Oct)

### Expenditures and Funding to Reserves

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<th>NEW REGS Budget 2024</th>
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<td>197,000</td>
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<tr>
<td>Other Operating Expenses</td>
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<td>65,100</td>
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<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>1,276,000</strong></td>
<td><strong>1,306,100</strong></td>
</tr>
<tr>
<td>Instrumentation</td>
<td>60,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Water Quality Monitoring Equipment</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td><strong>Total CAPITAL Expenditures</strong></td>
<td><strong>110,000</strong></td>
<td><strong>110,000</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

|                      | 1,386,000            | 1,416,100            |

### Funding

**Municipal**
- Municipal Apportionment (levy) | 1,273,500 | 1,303,600 |

**Government Grants**
- Other Provincial | 37,500 | 37,500 |

**Funding From Reserves**
- Gauges | 75,000 | 75,000 |

**TOTAL FUNDING**

|                      | 1,386,000            | 1,416,100            |

**Net Surplus/(Deficit)**

|                      | 0                   | 0                    |
How much does it cost, and who pays for it?

### Expenditures and Funding to Reserves

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>551,000</td>
<td>567,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>236,000</td>
<td>236,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>108,000</td>
<td>108,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>895,000</strong></td>
<td><strong>911,000</strong></td>
</tr>
<tr>
<td>Hardware</td>
<td>88,000</td>
<td>88,000</td>
</tr>
<tr>
<td>Stream Gauges</td>
<td>102,000</td>
<td>102,000</td>
</tr>
<tr>
<td><strong>Total CAPITAL Expenditures</strong></td>
<td><strong>190,000</strong></td>
<td><strong>190,000</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

1,085,000 1,101,000

### Funding

**Municipal**

- Municipal Apportionment (levy) 835,662 911,662

**Government Grants**

- MNRF Transfer Payments 164,338 164,338

**Funding From Reserves**

- Floodplain Mapping Projects & Gauges 25,000 25,000
- Water Management Operating 60,000 0

**TOTAL REVENUE**

1,085,000 1,101,000

Net Surplus/(Deficit) 0 0
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Item</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>1,399,500</td>
<td>1,441,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>29,200</td>
<td>29,200</td>
</tr>
<tr>
<td>Insurance</td>
<td>199,000</td>
<td>143,000</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>170,700</td>
<td>170,700</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>344,800</td>
<td>344,800</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>2,143,200</strong></td>
<td><strong>2,128,700</strong></td>
</tr>
<tr>
<td>Total CAPITAL Expenditures</td>
<td>1,500,000</td>
<td>1,500,000</td>
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**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

<table>
<thead>
<tr>
<th></th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,643,200</td>
<td>3,628,700</td>
<td></td>
</tr>
</tbody>
</table>

**Funding**

**Municipal**

<table>
<thead>
<tr>
<th>Item</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Apportionment (levy)</td>
<td>2,537,850</td>
<td>2,593,350</td>
</tr>
</tbody>
</table>

**Government Grants**

<table>
<thead>
<tr>
<th>Item</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>MNRF Transfer Payments</td>
<td>285,350</td>
<td>285,350</td>
</tr>
<tr>
<td>Provincial</td>
<td>700,000</td>
<td>700,000</td>
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</tbody>
</table>

**Funding From Reserves**

<table>
<thead>
<tr>
<th>Item</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Control Structures/Water Mgmt Operating Reserve</td>
<td>120,000</td>
<td>50,000</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE AND FUNDING FROM RESERVES**

<table>
<thead>
<tr>
<th></th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,643,200</td>
<td>3,628,700</td>
<td></td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

### Expenditures and Funding to Reserves

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>2,275,200</td>
<td>2,293,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>221,900</td>
<td>221,900</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>54,700</td>
<td>54,700</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>2,551,800</strong></td>
<td><strong>2,569,600</strong></td>
</tr>
<tr>
<td>Species at Risk</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total SPECIAL PROJECT Expenditures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES AND FUNDING TO RESERVES</strong></td>
<td><strong>2,591,800</strong></td>
<td><strong>2,609,600</strong></td>
</tr>
</tbody>
</table>

### Funding

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Municipal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Apportionment (levy)</td>
<td>1,362,800</td>
<td>1,525,600</td>
</tr>
<tr>
<td><strong>Government Grants</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td><strong>Self Generated</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solicitor Enquiry Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permit Fees</td>
<td>90,000</td>
<td>80,000</td>
</tr>
<tr>
<td>Plan Review Fees</td>
<td>500,000</td>
<td>470,000</td>
</tr>
<tr>
<td>Plan Review Fees</td>
<td>554,000</td>
<td>494,000</td>
</tr>
<tr>
<td><strong>Funding from Reserves</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Management Operating Reserve</td>
<td>45,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>2,591,800</strong></td>
<td><strong>2,609,600</strong></td>
</tr>
<tr>
<td><strong>Net Surplus/(Deficit)</strong></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

<table>
<thead>
<tr>
<th>Expenditures and Funding to Reserves</th>
<th>NEW REGS Budget 2023</th>
<th>NEW REGS Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>1,789,700</td>
<td>1,813,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>165,100</td>
<td>165,100</td>
</tr>
<tr>
<td>Insurance</td>
<td>201,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>285,200</td>
<td>305,200</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>513,600</td>
<td>528,600</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>2,954,600</strong></td>
<td><strong>2,871,900</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**  
2,954,600  2,871,900

<table>
<thead>
<tr>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Municipal</strong></td>
</tr>
<tr>
<td>Municipal Apportionment (levy)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Self Generated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timber Sales</td>
</tr>
<tr>
<td>Donations - Foundation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Funding From Reserves</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land (Demolitions)</td>
</tr>
<tr>
<td>Transition Reserve (Staffing)</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE**  
2,954,600  2,871,900

| Net Surplus/(Deficit) | 0 | 0 |
### How much does it cost, and who pays for it?

**Expenditures**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>490,000</td>
<td>490,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>90,000</td>
<td>90,000</td>
</tr>
<tr>
<td>Water Budget - Technical Studies</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>640,000</strong></td>
<td><strong>640,000</strong></td>
</tr>
</tbody>
</table>

**Funding**

<table>
<thead>
<tr>
<th>Description</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Grants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provincial</td>
<td>640,000</td>
<td>640,000</td>
</tr>
</tbody>
</table>

**TOTAL FUNDING**

<table>
<thead>
<tr>
<th></th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>640,000</td>
<td>640,000</td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>2,327,500</td>
<td>2,441,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>370,000</td>
<td>370,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>63,500</td>
<td>284,500</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>804,788</td>
<td>804,688</td>
</tr>
<tr>
<td>LESS: Recovery of Corporate Services Expenses</td>
<td>(70,000)</td>
<td>(70,000)</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>3,495,788</td>
<td>3,830,188</td>
</tr>
<tr>
<td>Interest Income</td>
<td>1,250,000</td>
<td>1,250,000</td>
</tr>
<tr>
<td><strong>Total FUNDING to RESERVES</strong></td>
<td>1,250,000</td>
<td>1,250,000</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES AND FUNDING TO RESERVES</strong></td>
<td>4,745,788</td>
<td>5,080,188</td>
</tr>
</tbody>
</table>

**Funding**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Apportionment (levy)</td>
<td>3,253,588</td>
<td>3,310,888</td>
</tr>
<tr>
<td>Self Generated</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>1,350,000</td>
<td>1,400,000</td>
</tr>
<tr>
<td>Personnel</td>
<td>65,000</td>
<td>65,000</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>4,668,588</td>
<td>4,775,888</td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**                                     | (77,200)    | (304,300)   |
## How much does it cost, and who pays for it?

### Expenditures and Funding to Reserves

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>825,100</td>
<td>850,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>117,900</td>
<td>118,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>1,043,000</strong></td>
<td><strong>1,068,000</strong></td>
</tr>
<tr>
<td>RWQP Grants</td>
<td>800,000</td>
<td>800,000</td>
</tr>
<tr>
<td><strong>Total SPECIAL PROJECT Expenditures</strong></td>
<td><strong>800,000</strong></td>
<td><strong>800,000</strong></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES AND FUNDING TO RESERVES</strong></td>
<td><strong>1,843,000</strong></td>
<td><strong>1,868,000</strong></td>
</tr>
</tbody>
</table>

### Funding

**Municipal**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorandums of Understanding Apportionment</td>
<td>992,000</td>
<td>1,017,000</td>
</tr>
<tr>
<td>Municipal Other</td>
<td>850,000</td>
<td>850,000</td>
</tr>
</tbody>
</table>

**Funding From Reserves**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Desiltation Pond</td>
<td>1,000</td>
<td>1,000</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE**

|                        | 1,843,000   | 1,868,000   |

**Net Surplus/(Deficit)**

|                        | 0           | 0           |
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>278,000</td>
<td>287,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>30,900</td>
<td>30,900</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>558,400</td>
<td>575,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>867,300</strong></td>
<td><strong>892,900</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES** 867,300 892,900

**Funding**

Self Generated
- Nursery: 400,000 400,000
- Landowner Contributions (Tree Planting): 180,000 180,000

**TOTAL REVENUE** 580,000 580,000

**Net Surplus/(Deficit)** (287,300) (312,900)
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th></th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>26,000</td>
<td>27,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>33,200</td>
<td>33,200</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>22,000</td>
<td>22,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>81,200</strong></td>
<td><strong>82,200</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES** 81,200 82,200

**Funding**

**Government Grants**

<table>
<thead>
<tr>
<th></th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Provincial</td>
<td>30,000</td>
<td>30,000</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE** 30,000 30,000

**Net Surplus/(Deficit)** (51,200) (52,200)
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation &amp; Benefits</td>
<td>574,500</td>
<td>642,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>57,000</td>
<td>57,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>143,600</td>
<td>213,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>775,100</td>
<td>912,000</td>
</tr>
</tbody>
</table>

Guelph Lake Nature Centre

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total SPECIAL PROJECT Expenditures</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>775,100</td>
<td>912,000</td>
</tr>
</tbody>
</table>

**Funding**

**Self Generated**

- Nature Centre Revenue - Schools: 500,000 to 600,000

**Funding from Reserves**

- Transition Reserve: 312,000

**TOTAL REVENUE**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>500,000</td>
<td>912,000</td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Surplus</strong></td>
<td>(275,100)</td>
<td>0</td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>456,000</td>
<td>470,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>37,500</td>
<td>37,500</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>601,700</td>
<td>601,700</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>1,095,200</td>
<td>1,109,200</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self Generated</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Belwood</td>
<td>1,040,000</td>
<td>1,066,000</td>
</tr>
<tr>
<td>Conestogo</td>
<td>1,245,000</td>
<td>1,276,000</td>
</tr>
<tr>
<td>Agricultural</td>
<td>250,000</td>
<td>250,000</td>
</tr>
<tr>
<td>Residential</td>
<td>110,000</td>
<td>110,000</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>336,000</td>
<td>336,000</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>2,981,000</td>
<td>3,038,000</td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,885,800</td>
<td>1,928,800</td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th></th>
<th>NEW REGS Budget 2023</th>
<th>NEW REGS Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>70,000</td>
<td>70,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>25,500</td>
<td>25,500</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td><strong>95,500</strong></td>
<td><strong>95,500</strong></td>
</tr>
<tr>
<td>General Capital/Land Sale Proceeds</td>
<td>116,500</td>
<td>116,500</td>
</tr>
<tr>
<td><strong>Total FUNDING to RESERVES</strong></td>
<td><strong>116,500</strong></td>
<td><strong>116,500</strong></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES AND FUNDING TO RESERVES</strong></td>
<td><strong>212,000</strong></td>
<td><strong>212,000</strong></td>
</tr>
</tbody>
</table>

**Revenue**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Government Grants</strong></td>
<td></td>
</tr>
<tr>
<td>Provincial</td>
<td>0</td>
</tr>
<tr>
<td><strong>Self Generated</strong></td>
<td></td>
</tr>
<tr>
<td>Hydro Production-Belwood</td>
<td>265,000</td>
</tr>
<tr>
<td>Hydro Production-Conestogo</td>
<td>260,000</td>
</tr>
<tr>
<td>Hydro Production-Guelph</td>
<td>40,000</td>
</tr>
<tr>
<td>Hydro Production-Elora</td>
<td>15,000</td>
</tr>
<tr>
<td>Miscellaneous Income</td>
<td>0</td>
</tr>
<tr>
<td><strong>Funding from Reserves</strong></td>
<td></td>
</tr>
<tr>
<td>Land Sale Proceeds</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>580,000</strong></td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>368,000</strong></td>
</tr>
</tbody>
</table>
### How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>5,033,000</td>
<td>5,224,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>215,000</td>
<td>220,000</td>
</tr>
<tr>
<td>Property Tax</td>
<td>65,000</td>
<td>65,000</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>3,724,000</td>
<td>3,923,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>9,037,000</td>
<td>9,432,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total CAPITAL Expenditures</strong></td>
<td>2,000,000</td>
<td>2,000,000</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>11,037,000</td>
<td>11,432,000</td>
<td></td>
</tr>
</tbody>
</table>

**Funding**

**Self Generated**

<table>
<thead>
<tr>
<th>Location</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brant</td>
<td>1,100,000</td>
<td>1,175,000</td>
</tr>
<tr>
<td>Byng Island</td>
<td>1,000,000</td>
<td>1,100,000</td>
</tr>
<tr>
<td>Belwood Lake</td>
<td>400,000</td>
<td>375,000</td>
</tr>
<tr>
<td>Conestogo Lake</td>
<td>550,000</td>
<td>600,000</td>
</tr>
<tr>
<td>Elora Gorge</td>
<td>2,000,000</td>
<td>2,100,000</td>
</tr>
<tr>
<td>Elora Quarry</td>
<td>450,000</td>
<td>450,000</td>
</tr>
<tr>
<td>Guelph Lake</td>
<td>1,300,000</td>
<td>1,400,000</td>
</tr>
<tr>
<td>Laurel Creek</td>
<td>650,000</td>
<td>650,000</td>
</tr>
<tr>
<td>Pinehurst Lake</td>
<td>850,000</td>
<td>900,000</td>
</tr>
<tr>
<td>Rockwood</td>
<td>1,250,000</td>
<td>1,300,000</td>
</tr>
<tr>
<td>Shade's Mills</td>
<td>450,000</td>
<td>450,000</td>
</tr>
<tr>
<td><strong>Total Fee Revenue</strong></td>
<td>10,000,000</td>
<td>10,500,000</td>
</tr>
<tr>
<td>Miscellaneous Income (Luther)</td>
<td>71,000</td>
<td>71,000</td>
</tr>
</tbody>
</table>

**Funding From Reserves**

<table>
<thead>
<tr>
<th>Location</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gravel</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Conservation Areas - Capital Projects</td>
<td>500,000</td>
<td>350,000</td>
</tr>
</tbody>
</table>

**TOTAL REVENUE**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,572,000</td>
<td>10,922,000</td>
<td></td>
</tr>
</tbody>
</table>

**Net Surplus/(Deficit)**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>(465,000)</td>
<td>(510,000)</td>
<td></td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

**Expenditures and Funding to Reserves**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>648,600</td>
<td>668,000</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>100,900</td>
<td>100,900</td>
</tr>
<tr>
<td>Insurance</td>
<td>208,500</td>
<td>208,500</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>240,000</td>
<td>240,000</td>
</tr>
<tr>
<td>LESS: Recovery of Corporate Services Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>1,198,000</td>
<td>1,217,400</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES AND FUNDING TO RESERVES**

<table>
<thead>
<tr>
<th></th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Surplus/(Deficit)</strong></td>
<td>(1,198,000)</td>
<td>(1,217,400)</td>
</tr>
</tbody>
</table>
How much does it cost, and who pays for it?

**Expenditures**

**Information Systems**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>1,290,000</td>
<td>1,329,000</td>
</tr>
<tr>
<td>Administrative Expenses</td>
<td>25,500</td>
<td>25,500</td>
</tr>
<tr>
<td>Software and Hardware Maintenance</td>
<td>187,500</td>
<td>187,500</td>
</tr>
<tr>
<td>Supplies and Services</td>
<td>54,000</td>
<td>54,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>1,557,000</td>
<td>1,596,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenses</td>
<td>170,000</td>
<td>220,000</td>
</tr>
<tr>
<td><strong>LESS Internal Charges</strong></td>
<td>(1,437,000)</td>
<td>(1,437,000)</td>
</tr>
<tr>
<td><strong>NET Unallocated Expenses</strong></td>
<td>290,000</td>
<td>379,000</td>
</tr>
</tbody>
</table>

**Motor Pool**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation and Benefits</td>
<td>312,000</td>
<td>321,000</td>
</tr>
<tr>
<td>Administrative Expenses</td>
<td>26,000</td>
<td>26,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>50,600</td>
<td>63,000</td>
</tr>
<tr>
<td>Motor Pool Building and Grounds Maintenance</td>
<td>10,400</td>
<td>10,000</td>
</tr>
<tr>
<td>Equipment, Repairs and Supplies</td>
<td>286,000</td>
<td>336,000</td>
</tr>
<tr>
<td>Fuel</td>
<td>254,000</td>
<td>284,000</td>
</tr>
<tr>
<td><strong>Total OPERATING Expenditures</strong></td>
<td>939,000</td>
<td>1,040,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 2023</th>
<th>Budget 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenses</td>
<td>375,000</td>
<td>500,000</td>
</tr>
<tr>
<td><strong>LESS Internal Charges</strong></td>
<td>(1,300,000)</td>
<td>(1,300,000)</td>
</tr>
<tr>
<td><strong>NET Unallocated Expenses</strong></td>
<td>14,000</td>
<td>240,000</td>
</tr>
</tbody>
</table>

| Item                                          | 304,000     | 619,000     |

**Funding**

<table>
<thead>
<tr>
<th>Item</th>
<th>0</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenue (Deficit)</td>
<td>(304,000)</td>
<td>(619,000)</td>
</tr>
<tr>
<td>Funding From Reserves</td>
<td>3,041,000</td>
<td>3,356,000</td>
</tr>
<tr>
<td>Funding to Reserves</td>
<td>(2,737,000)</td>
<td>(2,737,000)</td>
</tr>
<tr>
<td><strong>Net Surplus/(Deficit)</strong></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 001-2024


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

1. The Mayor and the Chief Administrative Officer are authorized and directed to execute a License Agreement in the form, or substantially the same form, as attached in Schedule 1.

READ AND PASSED THIS 15TH DAY OF JANUARY, 2024.

______________________________
ANDREW LENNOX, MAYOR

______________________________
KARREN WALLACE, CLERK
LICENSE EXTENSION AND AMENDING AGREEMENT

THIS LICENSE EXTENSION AND AMENDING AGREEMENT made this 15 day of January, 2024.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(hereinafter referred to as “Wellington North”) of the FIRST PART

AND

THE CORPORATION OF THE CITY OF GUELPH
(hereinafter referred to as “Guelph”) of the SECOND PART

WHEREAS:

1. Wellington North is the owner of the lands and building located at 103 Smith Street, Arthur, Ontario and legally described as Part Lot 2, Survey Carroll’s Arthur Village; Part Lot 3, Survey Carroll’s Arthur Village; Part Lot J, Survey Hollinger’s Arthur Village; Parts 2, 4, 5 & 6, Reference Plan 60R-2026; Wellington North and identified as PIN 71094-0125 (“Wellington North Lands”); and

2. Wellington North and Guelph entered into a License Agreement dated December 31, 2018 (the “License Agreement”) for the Wellington North Lands which commenced on January 1, 2019 and ends on December 31, 2023 (the “Term”);

3. Section 4 of the License Agreement provides that Guelph shall have an option to extend the License Agreement for one (1) additional and separate term of five (5) years.

4. Wellington North and the Guelph have also agreed to certain other amendments, as more thoroughly described herein;

NOW THEREFORE in consideration of the foregoing terms, the parties covenant and agree as follows:

1. Pursuant to Section 4 of the License Agreement, the Term of the License Agreement shall be extended commencing January 1, 2024 and ending on December 31, 2028 (the “Extension Term”).

2. During the Extension Term, Guelph shall pay to Wellington North a license fee calculated as follows:

   a. For the period between January 1, 2024 to December 31, 2024, the license fee shall be Two Thousand Canadian Dollars ($2,000.00) plus H.S.T., per month;

   b. For each and every calendar year thereafter commencing January 1, 2025, the license fee shall be increased from Two Thousand Canadian Dollars ($2,000.00) by the Consumer Price Index (All Items) for Ontario as published by Statistics Canada (the “CPI”) each August in the preceding calendar year. For certainty, the license fee shall be calculated by applying the August CPI net increase for each calendar year to the then-relevant license fee, which shall represent the license fee to be payable per month effective January 1 for the subsequent calendar year. Wellington North shall provide notice in writing on or before November 1 of each year to Guelph to advise Guelph of Wellington North’s calculations which calculations are to be reviewed and approved by Guelph. In the event of any disagreement on the said calculations, Wellington North and Guelph staff shall meet to resolve any calculation discrepancies. For clarity, any license fee shall be payable monthly and any H.S.T. shall be in addition to the monthly license fee calculated for any given year.

   (collectively the “Extension License Fee”)
3. Guelph shall have a further option to extend the License Agreement for one (1) additional and separate term of five (5) years commencing on January 1, 2029 and ending on December 31, 2033 (the ‘Second Extension Term’) on terms and conditions to be agreed to by both Wellington North and Guelph.

4. This License Extension and Amending Agreement, when executed by the parties shall constitute a binding agreement which shall enure to and be binding on the said parties, as well as the administrators, successors, and permitted assigns of each party.

5. Any capitalized terms used in this License Extension and Amending Agreement but not defined shall have the meanings ascribed to them in the License Agreement.

6. This License Extension and Amending Agreement shall be read together with the License Agreement. Save and except for the foregoing amendments, the parties agree that all other terms and conditions of the License Agreement shall remain in full force and effect.

7. This License Extension and Amending Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada, as applicable.

8. This License Extension and Amending Agreement may be executed by the parties hereto in separate counterparts, each of which so executed shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument and, notwithstanding the date of execution, shall be deemed to bear the effective date set forth above. The parties consent and agree to the use of electronic signatures pursuant to the Electronic Commerce Act, 2000 S.O.2000, c. 17, as amended from time to time, with respect to the execution of this License Extension and Amending Agreement.

IN WITNESS WHEREOF the parties herein have hereunto executed this License Extension and Amending Agreement as of the date first set out above.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

Per: ____________________________________
Name: Andrew Lennox
Title: Mayor

Per: ____________________________________
Name: Karren Wallace
Title: Clerk

I/We have authority to bind the Corporation.

THE CORPORATION OF THE CITY GUELPH

PER:____________________________________
Name: Zain Khan
Title: Associate Solicitor, Realty Services
Zain.Khan@guelph.ca

I have authority to bind the Corporation.
THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 002-2024

BEING A BY-LAW TO AMEND BY-LAW 083-2022 BEING A BY-
LAW TO ENTER INTO A SUBDIVISION AGREEMENT WITH
CACHET DEVELOPMENTS (ARTHUR) INC.

WHEREAS, the Township of Wellington North deems it expedient to amend By-
law 083-2022.

THEFORE THE COUNCIL OF THE TOWNSHIP OF WELLINGTON NORTH
ENACTS AS FOLLOWS:

1. THAT By-law 083-2022 be amended pursuant to Schedule A
attached hereto.

READ AND PASSED THIS 15th DAY OF JANUARY, 2024.

_________________________________________
ANDREW LENNOX, MAYOR

_________________________________________
KARREN WALLACE, CLERK
SUBDIVISION AMENDING AGREEMENT

THIS AGREEMENT made this 15 day of January, 2024.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
   (the “Township”)
   OF THE FIRST PART

-and-

CACHET DEVELOPMENTS (ARTHUR) INC.
   (the “Developer”)
   OF THE SECOND PART

WHEREAS the Developer is the registered and beneficial owner of the real property described as LOT 90, PLAN 61M248; TOWNSHIP OF WELLINGTON NORTH (PIN: 71096-0254 (LT)) (the “Lot”);

AND WHEREAS the Developer obtained approval of a draft plan of subdivision with conditions pursuant to subsection 51(25) of the Planning Act on July 29, 2021 (the “Plan”);

AND WHEREAS the Developer and the Township entered into a Subdivision Agreement made as of July 11, 2022, and registered in the Land Registry Office for the Land Titles Division in Wellington (No. 61) on July 20, 2022, as Instrument No. WC679707 (the “Subdivision Agreement”);

AND WHEREAS the Plan was registered on September 8, 2022, as Plan 61M248, which included the Lot;

AND WHEREAS Section 8.18 of the Subdivision Agreement provides that the Township may, with the consent of the then registered owner of any land within the Plan, amend the Subdivision Agreement insofar as it specifically affects such land or any part thereof;

AND WHEREAS the Developer and the Township wish to make certain amendments to the Subdivision Agreement affecting the Lot in accordance with the terms and conditions of this Subdivision Amending Agreement;

NOW THEREFORE in consideration of the covenants and premises of this agreement, the sum of two dollars ($2.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as:  

1
1. **Amendment.** The following provision shall be inserted to Schedule “M” of the Subdivision Agreement, immediately after paragraph 8(a) as paragraph 8(b):

"(b) The Developer shall insert in all future agreements of purchase or lease agreements for Lot 90 the following warning clauses:

i. 'Purchasers/tenants are advised that due to the proximity of the adjacent MTO Patrol Yard/Works Yard, noise from the facility may at times be audible.'

ii. 'Purchasers/tenants are advised that sound levels due to the adjacent MTO Patrol Yard/Works Yard are required to comply with sound level limits that are protective of indoor areas and are based on the assumption that windows and exterior doors are closed. This dwelling unit has been supplied with a ventilation/air conditioning system which will allow windows and exterior doors to remain closed.'"

2. **Terms Unchanged.** Except as otherwise provided in this Subdivision Amending Agreement, all other terms, covenants and provisions of the Subdivision Agreement remain in full force and effect.

3. **Registration.** The Developer hereby consents to the registration of this Subdivision Amending Agreement on title to the Lot and covenants to obtain and register such documentation from its mortgagee(s) or encumbrancer(s) as may be deemed necessary by the Township to postpone and subordinate their interest(s) in the Lot to the interest of the Township, so that this Subdivision Amending Agreement shall take effect and have priority as if it had been executed and registered before the execution and registration document(s) creating the interests of the mortgagee(s) or encumbrancer(s) in the Lot.

4. **Successors & Assigns.** The covenants, agreement, conditions and undertakings herein contained on the part of the Developer shall run with the land and shall be binding upon it and upon its successors and assigns as owners and occupiers of the said lands from time to time.

THIS AGREEMENT is executed by the Township this 15th day of January, 2024.

THE CORPORATION OF
THE TOWNSHIP OF WELLCINGTONE NORTH
Per:

______________________________
Andrew Lennox – Mayor

______________________________
Karren Wallace - Clerk

We have authority to bind the corporation.
THIS AGREEMENT is executed by the Owner this ____ day of ___________, 2024.

CACHET DEVELOPMENTS (ARTHUR) INC.
Per:

_____________________________________
Ramsey Shaheen – Vice President
I have authority to bind the corporation.

DEVELOPER’S MAILING ADDRESS: 361 Connie Crescent, Suite 200, Vaughan, ON, L4K 5R2
DEVELOPER’S PHONE NUMBER: 905-764-1983
DEVELOPER’S EMAIL ADDRESS: ramsey@cachetdevelopments.com
CULTURAL MOMENT FOR JAN 15TH CELEBRATES OLIVE (PALMER) DIEFENBAKER

Thinking back, has there ever been a teacher in your life who has left a profound influence on you as an adult?

Such was the case of a teacher, Olive Palmer. Olive was born in Roland, Manitoba in 1902. Her father, Charles Freeman was a Baptist Minister and Olive first met a young John Diefenbaker in Saskatoon at the church where her father was preaching. He was studying Law at the University of Saskatchewan. Shortly after, Olive’s family moved to Ontario for the ministry.

She attended McMaster University and Teacher’s College majoring in French and in 1933, began teaching in Guelph where she met Harry Palmer, a lawyer, her first husband. He died suddenly in 1936 leaving Olive and a daughter Caroline. Olive went back to teaching and was given a job at Arthur District High School where she taught until 1940 when she moved to Owen Sound to begin a new career as the director of child guidance for The Ontario Department of Education.

She reunited with John Diefenbaker in 1951 and they were married in 1953 in Toronto. Olive revisited Arthur with her husband John Diefenbaker in 1962 and throughout his time as Prime Minister of Canada 1957-1963, was an asset to his campaign team for her ability to remember names, her charm and being able to speak fluent French. Olive Diefenbaker died in 1976 in Ottawa as a former wife of our 13th Prime Minister but in Arthur for many former students, she was Mrs. Palmer.

Submitted by Bonny McDougall, Wellington North Cultural Roundtable
THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 003-2024

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 JANUARY 15, 2024

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 January 15, 2024 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 AND PASSED THIS 15TH DAY OF JANUARY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK