

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – FEBRUARY 12, 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/81080596621>

Or join by phone:

Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)

Webinar ID: 810 8059 6621

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the February 12, 2024 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

BY-LAW

- a. By-law Number 011-2024 being a by-law to appoint an Acting Deputy Clerk for the purpose of Item 1b) HR 2024-001 CAO Remuneration on the February 12, 2024 Closed Meeting Agenda 001

Recommendation:

THAT By-law Number 011-2024 be read and passed.

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;
- (d) labour relations or employee negotiations;

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:

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;

1. REPORTS
 - INF 2024-001 Arthur Land Purchase
 - HR 2024-001 CAO Remuneration
2. REVIEW OF CLOSED SESSION MINUTES
 - January 29, 2024
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 INF 2024-001 Arthur Land Purchase;

AND FURTHER THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive HR 2024-001 CAO Remuneration;

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 January 29, 2024 Council Meeting.

O'CANADA

PRESENTATIONS

1. Report CAO 2024-003, 2023 Year in Review 002

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CAO 2024-003, 2023 Year in Review.

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the February 12, 2024 Regular Meeting of Council at : p.m. for the purpose of holding meetings under the Planning Act.

COMMITTEE OF ADJUSTMENT

- A01/24, Wayne Gingrich, Minor Variance

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the February 12, 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, January 29, 2024 | 023 |
| 2. Public Meeting, January 29, 2024 | 031 |

Recommendation:

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on January 29, 2024 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- | | |
|--|-----|
| a. Arthur Chamber of Commerce, Directors Meeting, January 10, 2024 | 038 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Directors Meeting held on January 10, 2024.

- | | |
|--|-----|
| b. Grand River Conservation Authority, Summary of the General Membership Meeting, January 26, 2024 | 040 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority Summary of the General Membership Meeting held on January 26, 2024.

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| c. Mount Forest Aquatics Ad-Hoc Advisory Committee, January 30, 2024 | 041 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on January 30, 2024.

2. PLANNING

- | | |
|--|-----|
| a. Report DEV 2024-007, Consent Application B103-23, Elgin Wellington Inc., c/o Paolo Pambianchi | 044 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-007 Consent Application B103-23, Elgin Wellington Inc.

AND THAT Council support consent application B102-23 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 satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22
- THAT daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent to roadways are to be deeded to the Township at the expense of the Owner;
- THAT the Owner confirms location of the existing water service and sanitary sewer service by utility locates including field line painting and electronic copy on private property for the retained lot to ensure it is entirely within the retained lands;
- THAT the Owner provide a CCTV of the existing sanitary sewer service for 234 Wellington Street West from house foundation to sanitary sewer main to confirm location, material and condition. CCTV footage to be provided to the Township for review of existing service for approval of reuse. If it is determined by the Township that the existing sanitary sewer service is not suitable for reuse a new sanitary sewer service will be installed at the Owner's expense as part of the Development Agreement;
- THAT the Owner pays the applicable fees and enters into a Development Agreement with the Township of Wellington North for the purposes of satisfying all the requirements to service the severed and/or retained lot to the satisfaction of the Township. The Owner is required to submit a Grading, Drainage, and Servicing Plan(s) prepared by a Professional Engineer of Ontario for Township of Wellington North review and approval. Plans to include design elements found in the Township's Municipal Servicing Standards including driveway entrance, full road restoration and service material and product found on Table 2, to the satisfaction of the Township. Full engineering and construction costs for installation of services will be at the expense of the Owner;

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

3. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2024-004, Wellington North Farmers Market 2024 Season 050

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-004, Wellington North Farmers Market 2024 Season;

AND FURTHER THAT Council approve the WNFM Roles and Responsibilities Agreement with the Victory Church and Community Centre;

AND FURTHER THAT the Economic Development Officer be authorized to sign the Agreement;

AND FURTHER THAT Council direct staff to prepare the necessary temporary road closure permit application for each Saturday from June 15th to Sept. 28th, from 8:30am to noon, for the portion of 320 King St. E. at the Fairgrounds entrance in Mount Forest.

- b. Report C&ED 2024-005 Volunteer Celebration & Newcomer Welcome 058

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-005 being a report on National Volunteer Week and the upcoming Volunteer Celebration and Newcomer Welcome;

AND THAT Council supports the Mayor's proclamation, proclaiming April 14th – 20th, 2024, as National Volunteer Week;

AND FURTHER THAT Council invites all volunteers and newcomers in our community to join us on Thursday April 18th, 2024, from 4:30pm -7:00pm at the Arthur & Area Community Centre for a Volunteer Celebration and Newcomer Welcome.

4. FINANCE

- a. Vendor Cheque Register Report, February 6, 2024 063

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated February 6, 2024.

- b. Report TR 2024-001 Financing Strategies for the Arthur Wastewater Treatment Plant - Phase 2 Upgrade 066

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2024-001 financing strategies for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade;

AND THAT Council acknowledge the necessity of a blended financing approach, which may include; Own Source Funds, Grant Funding, Developer Upfront Costs, and the exploration of a Municipal Service Corporation (MSC);

AND FURTHER THAT Council direct staff to apply for grant funding through the Housing-Enabling Water Systems Fund and to explore other opportunities as appropriate;

AND FURTHER THAT Council direct staff to allocate an initial \$3,645,000 million from Own Source Funds representing 27% of the total project cost, fulfilling the application requirements of Housing-Enabling Water Systems Fund;

AND FURTHER THAT Council direct staff to return with a detailed report assessing the total accumulated funds after hearing back on the status of the Housing-Enabling Water System Fund grant application and the remaining balance required for the project, and to maintain open communication with the County of Wellington for potential loan opportunities for this balance;

AND FURTHER THAT Council direct staff to develop a framework for front-end agreements with developers for future consideration;

AND FURTHER THAT Council authorize the exploration and feasibility of establishing a Municipal Service Corporation (MSC) for this and future major capital projects.

5. INFRASTRUCTURE

- a. Report INF 2024-002, Parking Control 075

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-002 Parking Control;

AND THAT Council authorize the installation of regulatory signs as required;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 6000-2023 being a by-law to regulate parking.

6. ENVIRONMENT

- a. Report ENV 2024-001 2023 Drinking Water Systems Annual & Summary Report 077

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2024-001 being a report on the Township's 2023 Drinking Water Systems Annual & Summary Report;

AND FURTHER THAT Council directs staff to submit the report to the applicable agencies and make the report available to the public.

7. ADMINISTRATION

- a. Report CLK 2024-005, Traffic Calming Intersection Durham and Normanby Street 108

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-005 Traffic Calming intersection Durham and Normanby Streets;

AND THAT Council authorize the installation of regulatory signs on Durham Street east and west at the intersection of Durham and Normanby to create an all-way stop intersection;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 130-2022 being a by-law to regulate traffic.

- b. Report JHSC 2024-001, Joint Health and Safety Committee 2023 Annual Report 111

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report JHSC 2024-001 being the Joint Health and Safety Committee 2023 Annual Report.

8. COUNCIL

- a. Eowyn Spencer, Executive Assistant, Grand River Conservation Authority, email correspondence dated January 26, 2024 regarding Submission of Grand River CA Confirmation of Completion of Transition Period, and Final Inventory of Programs & Services – O.Reg 687/21 under the Conservation Authorities Act 114

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the email correspondence, dated January 26, 2024, from Eowyn Spencer, Executive Assistant, Grand River Conservation Authority regarding Submission of Grand River CA Confirmation of Completion of Transition Period, and Final Inventory of Programs & Services – O.Reg 687/21 under the Conservation Authorities Act.

- b. The Corporation of the County of Wellington Notice of Adoption with respect to an Official Plan Amendment to the County of Wellington Official Plan, Section 22 of the Planning Act Re: OPA #124, Pt Park Lot 4 RP 61R-6919 Part 1; 440 Wellington Street East, Mount Forest 115

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive The Corporation of the County of Wellington Notice of Adoption with respect to an Official Plan Amendment to the County of Wellington Official Plan, Section 22 of the Planning Act Re: OPA #124, Pt Park Lot 4 RP 61R-6919 Part 1; 440 Wellington Street East, Mount Forest.

- c. Township of Wellington North Notice of 2024 Sanitary Allocation Applications, dated February 6, 2024 124

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Township of Wellington North Notice of 2024 Sanitary Allocation Applications, dated February 6, 2024.

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 February 12, 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 007-2024 being a by-law to amend By-law 114-2023 being a by-law to regulate traffic in the Township of Wellington North | 125 |
| b. | By-law Number 008-2024 being a by-law to amend By-law 134-2022 being a by-law to appoint members to the Arthur Business Improvement Area board of Directors | 126 |
| c. | By-law Number 009-2024 being a by-law to amend By-law 135-2022 being a by-law to appoint members to the Mount Forest Business Improvement Area Board of Directors | 127 |

- d. By-law Number 010-2024 being a by-law to amend By-law Number 6000-2023, a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North 128
- e. By-law Number 012-2024 being a by-law to authorize a Lease Agreement for purposes of an Archives and Museum owned by the Municipality (Part Lot 13, RP 60R1348, Part 1, 102 Main Street South, (former Town of Mount Forest) – The Mount Forest Heritage Society) 130

Recommendation:

THAT By-law Number 007-2024, 008-2024, 009-2024, 010-2024 and 012-2024 be read and passed.

CULTURAL MOMENT

- Celebrating Black History Month 134

CONFIRMING BY-LAW

135

Recommendation:

THAT By-law Number 013-2024 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 February 12, 2024 be read and passed.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of February 12, 2024 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest BIA – Mount Forest Sportsplex	Tuesday, February 13, 2024	8:00 a.m.
Mount Forest Chamber of Commerce, Directors Meeting, Chamber Office	Tuesday, February 13, 2024	4:30 p.m.
Arthur Chamber of Commerce, Directors Meeting, Chamber Office	Wednesday, February 14, 2024	5:30 p.m.
Wellington North Cultural Roundtable, Council Chambers, Kenilworth	Thursday, February 15, 2024	12:00 p.m.
County Farmers’ Market Meeting, Aboyne Hall, Wellington County Museum and Archives	Friday, February 16, 2024	10:00 a.m.
Mount Forest BIA Winter Family Funfest, Downtown Mount Forest	Saturday, February 18, 2024	12:00 p.m. to 5:00 p.m.
Family Day – Office Closed	Monday, February 19, 2024	
Growth Management Advisory Committee Meeting #2, Via Zoom	Tuesday, February 20, 2024	7:00 p.m.
Regular Council Meeting	Monday, February 26, 2024	7:00 p.m.

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

BY-LAW NUMBER 011-2024

**BEING A BY-LAW TO APPOINT AN ACTING DEPUTY CLERK
FOR THE PURPOSE OF ITEM 1 b) HR 2024-001 CAO
REMUNERATION ON THE FEBRUARY 12, 2024 CLOSED
MEETING AGENDA**

NOW THEREFORE the Council of The Corporation of the Township of Wellington North enacts as follows:

1. **THAT** HR Manager Amy Tollefson be appointed as Acting Deputy Clerk for the purpose of item 1b) HR 2024-001 CAO Remuneration on the February 12, 2024 closed meeting agenda.
2. **THAT** the Mayor and the Clerk are hereby authorized and directed to sign the appointment by-law.

READ AND PASSED THIS 12TH DAY OF FEBRUARY 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Brooke Lambert, Chief Administrative Officer
 REPORT #: CAO 2024-003
 REPORT TITLE: 2023 Year in Review

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-003 for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CAO 2023-013 Township of Wellington North Draft Strategic Plan
- Report CAO 2023-007 Strategic Plan Update (Phase 2)
- CAO 2023-004 Strategic Plan Update (Phase1) and Community Satisfaction Survey Results
- CAO 2023-002 2022 Year in Review
- CAO 2022-009 Proposed Strategic Planning Process (2022-2026)
- CAO 2020-006 Council Strategic Priorities - Update 2
- CAO 2019-005 being an update report on Councils Strategic Priorities
- CAO 2019-003 being a report on Council Strategic Priorities: 2018-2022 and recommended actions outlined
- CAO 2018-002 being a report on the Strategic Plan 2018

BACKGROUND

2023 was an exciting year for the Township of Wellington North. As the first full year of the Council Term, there was a focus on working with the community and staff to help establish the priorities for the rest of the term. Central to this were discussions around the Township's Strategic Plan, which sets the direction for the Township as it works towards these objectives.

While the 2024 Strategic Plan was approved by Council in the Fall of 2023, the Township also continued to focus on the delivery of the many core programs and services it provides to the community.

The 2023 Year in Review outlines how the Township addressed both of these areas - core programs and services as well as the new priority areas of the strategic plan. The initiatives

and accomplishments included in this document are the result of many different stakeholders working together to build a strong Wellington North.

ANALYSIS

Core Program/Service Highlights:

- **Governance and Civic Engagement** - New 2024 Strategic Plan approved, the Township's first Indigenous Land Acknowledgement Statement, agreements with all three Conservation Authorities (Grand River, Saugeen and Maitland) as well as a review and update to several Township policies.
- **Corporate Services** – Staff recruitment for key positions, significant IT updates and cyber security training, implementation of a new document management system and new financial reporting related to capital projects.
- **Community Services** – Enhanced access to our aquatic facilities, programing and lifeguard training, over 500 spaces in our summer day-camp programing and a successful partnership with the Seniors Centre for Excellence to receive funding. Further, several upgrades and enhancements to both the Arthur and Mount Forest Arenas, completion of several facility projects and the addition of new equipment. Additional focus on the cultural assets in Wellington North, through grant funding for the Lynes Blacksmith Shop, cultural moments, and cultural days.
- **Environmental Protection** – Rehabilitation of the Mount Forest Standpipe, commencement of the Arthur Water System Environmental Assessment, new watermain, sanitary and storm sewer mains and a 100% rating in the Annual Ministry of Environment, Conservation and Parks inspection of the Arthur and Mount Forest drinking water system as well as re-accreditation audit of the Township's Drinking Water Quality Management System.
- **Development** – Various partnerships and support for community organizations, including the Saugeen Region Youth Entrepreneurship program, the Township's Community Improvement Plan, Community Development Fund grants of \$75,000 and Digital Main Street.
- **Public Safety** – Over 400 calls responded to by Wellington North Fire Services, 317 building permits issued worth approximately 128 million in construction value and 95 property standards complaints reviewed.
- **Transportation** – Completed several major capital projects (Domville Street, Preston Street North and Cork Street), repairs and culvert replacements. Further, rural and urban asphalt program, sidewalks as well as a roads need study and a new set of traffic lights at the intersection of Main Street North and Mount Forest Drive in Mount Forest.

Strategic Plan Accomplishments:

In October 2023, Council approved its 2024 Strategic Plan based on extensive consultation with Council, the community and staff. For more information, visit: www.wellington-north.com. This strategy identified the primary goal of building ***a safe, sustainable and welcoming community***.

The priority areas supporting this goal are:

- Shape and support sustainable growth
- Deliver quality, efficient community services aligned with the Townships mandate and capacity
- Enhance information sharing and participation in decision making

The following highlights some of the main actions the Township took in 2023 to address these priorities:

Shape and support sustainable growth

- Initiation of a Growth Management Action plan and the creation of an Advisory Committee including representatives from across the township. This initiative will be a key part of the discussion about development and growth in the community.
- Reviewed sewage capacity throughout the Township and recommended a pause on future sewage allocation in Arthur pending the outcome of the Growth Management Action Plan.

Deliver quality, efficient community services aligned with the Townships mandate and capacity

- Realigned staffing capacity to address priority service areas, introduced co-op student opportunities and continued recruitment efforts for key positions (including Treasurer, Deputy Treasurer, Community and Economic Development, Roads, Recreation and Building).
- Worked with other area municipalities to investigate potential partnership opportunities for service delivery (for example Guelph By-law).
- Completed a Fire Services Review and confirmed the ongoing partnership with Minto to provide shared Fire Management Services.
- Worked with the County and the Mount Forest Green Team to develop a local Tree Inventory App that will be piloted by volunteers in 2024.
- Connected the County and the Mount Forest Green Team who planted over 170 trees to help naturalize the former County Landfill site in Mount Forest.
- Team Wellington North joined 50 plus other volunteers at the Wardens Tree Planting to plant over 700 trees to naturalize the area around the Arthur Lagoons.
- Participating in the Saugeen Connects partnership with Minto, West Grey, Aaran-Elderslie, Brockton, Town of Hannover and the Saugeen Economic Development Corporation.

Enhance information sharing and participation in decision making

- Completed the Townships first ever Community Satisfaction Survey which included both a statistically significant phone survey and an online survey open to anyone.
 - 97 % of respondents satisfied with the quality of life in the Township of Wellington North
 - 96 % were satisfied with the services provided by the Township – and levels of satisfaction remained high across the majority of service areas
- Held two Public Information Centres on the proposed Strategic Plan with over 50 people in attendance. Over 250 online survey responses were also received – with all feedback helping shape the priorities adopted by Council as part of the process.
- Held two Public Information Centers on proposed Capital Projects with over 50 people in attendance. Over 50 surveys were received as part of this public consultation. Top comments related to tree preservation and traffic management.

Next Steps

Continuing to communicate information broadly with the community is an important goal of the Township. The 2023 Year In Review was developed to share some of the activities that have taken place in the last year, as well as increase the level of accountability and transparency with the public. Reporting in this fashion is one way that the Township can demonstrate its commitment to providing a high level of service to the community, while adding value and using resources responsibly.

If received by Council, this draft document will be finalized, printed in hard copy and distributed to each household within the Township of Wellington North. It will also be made available at various Township facilities, as well as in electronic form on the Township's website.

CONSULTATION

Staff across the organization in all divisions were consulted as part of the 2023 Year in Review.

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

Attachment 1: Draft 2023 Year in Review

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity

How:

- Enhance information sharing and participation in decision-making

How: The Year in Review is an important public communication piece that identifies how the Township has delivered core services and has also made progress on its strategic priorities. By increasing transparency and recognizing the contributions of our partners is builds a stronger platform to help local citizens become engaged in the work the Township does every day.

- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

DRAFT

Township of Wellington North

High-Healthy-Happy
Alt. 1407 ft.

MOUNT
FOREST

YEAR REVIEW

2023



7490 Sideroad 7 W, PO Box 125, Kenilworth, Ontario N0G 2E0

519-848-3620

www.wellington-north.com

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FIND
INSIDE

3

INTRODUCTION

4

COUNCIL

5

STAFFING

5

MAP

6

PROGRAMS &
SERVICES

7

MAYOR'S MESSAGE

8

2023 HIGHLIGHTS

14

STRATEGIC PLAN
OVERVIEW



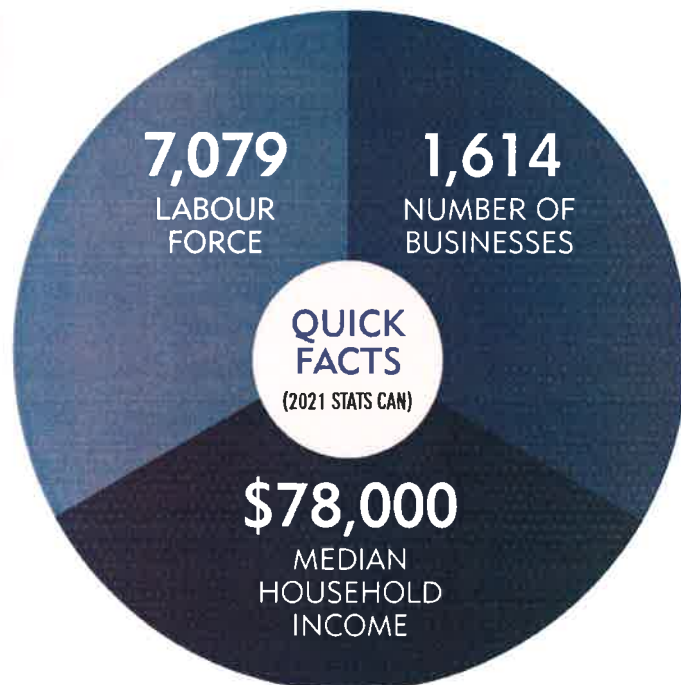
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INTRODUCTION

The Township of Wellington North at a Glance

The Township of Wellington North was formed in 1999 with the amalgamation of the Town of Mount Forest, the Village of Arthur, the Townships of West Luther, and Arthur, as well as some of the outlying areas in the Townships of Peel and West Garafraxa. Stretching over 526 square kilometres, it is now home to over 12,500 people – and is expected to grow to approximately 20,500 people by 2051 (an increase of more than 64 %).

Wellington North is a well-diversified and evolving Township - with a strong industrial and manufacturing employment base, as well as a strong agricultural and agri-food business sector. The community is also home to many walking and cycling trails, unique stores, and gift shops as well as many cultural and historical amenities and exciting events. This includes the Mount Forest Fireworks Festival, one of the top 100 festivals in Ontario.



STREET PERFORMER KOBBLER JAY IS BEING ASSISTED BY WELLINGTON NORTH CHIEF BUILDING OFFICIAL DARREN JONES AT THE 21ST MOUNT FOREST FIREWORKS FESTIVAL ON JULY 15 2023.

INSIDE COVER PHOTO COURTESY OF THE WELLINGTON ADVERTISER. INSIDE PHOTOS ARE COURTESY OF WELLINGTON NORTH STAFF AND THE WELLINGTON ADVERTISER.

Township of Wellington North
2023 YEAR IN REVIEW

DRAFT TOWNSHIP OF WELLINGTON NORTH COUNCIL



FROM LEFT: COUNCILLOR STEVE McCABE (WARD 4), COUNCILLOR SHERRY BURKE (WARD 2), MAYOR ANDY LENNOX, COUNCILLOR LISA HERN (WARD 3), AND COUNCILLOR PENNY RENKEN (WARD 1)

The Township of Wellington North Council is governed by an elected Council of five members, who each serve a four-year term.

The Mayor and Council are responsible for developing the long-range vision for the future of the community. Council establishes policies that affect the overall operation of the township and are responsive to residents' needs and priorities.

To ensure that these policies are carried out and that the community receives the services they need, Council appoints a Chief Administrative Officer who is directly responsible for the Township's administration.

HIGHLIGHTS

2023 BUDGET*

Operating Budget/Total Tax Levy

\$9,011,967

(excludes water/wastewater budget/user fee-based)

Proposed Capital Budget

\$8,564,352

Water and Sewer Operating Budget

\$5,795,671

Total Reserves

\$24,678,515.05

(audited figure 2022 beginning balance)

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ADMINISTRATIVE STRUCTURE

The Senior Management Team is responsible for implementing the direction set out by Township Council, including providing efficient, high-quality services for the community as well as overseeing the sustainable and responsible use of township resources. It is led by the Chief Administrative Officer (CAO) and includes the Heads of the following divisions:

- BUILDING AND PLANNING
- CLERKS
- COMMUNITY AND ECONOMIC DEVELOPMENT
- FINANCE
- FIRE
- HUMAN RESOURCES
- INFRASTRUCTURE AND ENGINEERING
- TRANSPORTATION
- RECREATION
- WATER AND WASTEWATER

STAFFING

47

FULL TIME TOTAL

Full time non union: 25
Full time union: 22

6

PART TIME

51

SEASONAL OR TERM / TASK



48

VOLUNTEER FIREFIGHTERS



DRAFT

DID YOU KNOW

THAT THE TOWNSHIP DELIVERS 7 PROGRAMS, WITH OVER 25 SERVICES?

These include:

Governance and Civic Engagement

(Council, Community Engagement and Decision Making)

Corporate Services

(Human Resources, Financial Management, Information Technology, Clerks)

Community Services

(Community Recreation Facilities and Programming, Parks and Open Spaces, Cemeteries)

Environmental Services

(Water Treatment and Distribution, Wastewater Collection and Treatment)

Development

(Land Use Planning, Building Permits, Economic Development)

Public Safety

(By-law Enforcement, Building Inspections, Fire Services, Animal Control)

Transportation

(Road Construction and Maintenance, Sidewalks, Street Lighting, Winter Maintenance, Bridges and Culverts, Fleet Management)

WE ALSO WORK IN PARTNERSHIP WITH THE COUNTY OF WELLINGTON WHO DELIVER THE FOLLOWING SERVICES TO TOWNSHIP RESIDENTS:



- Emergency Management
- Environmental Sustainability
- Garbage and Recycling
- Library
- Long Term Care
- Museum and Archives
- Planning and Development
- County Roads



DRAFT



MESSAGE FROM THE MAYOR

CHARTING THE COURSE.

IF THERE WAS ONE THEME FOR 2023, THAT MIGHT BE IT.

In 2023, Council, the public and staff came together to have many important conversations about who we are and where we want to go as a community into the future.

We heard many things as part of these conversations:

- That we offer many services that are valued by our residents and businesses – but there is still room for improvement and a new way to deliver these services
- That growth continues to be a key concern and how we make sure our community addresses growth both sustainably and responsibly will be a critical part of maintaining our quality of life
- That we need to do better when it comes to encouraging people to be part of the decision making process and in communicating everything that is happening in our community

All of these priorities were identified as part of the Strategic Planning process – and all of them work together to support the primary goal that will be the focus for this Council throughout the rest of the term – to build a **SAFE, SUSTAINABLE AND WELCOMING COMMUNITY**.

As part of our commitment to this goal, Council has approved a three-year workplan that will take action in all these areas. I look forward to working with staff, Council and all of our community partners to continue to make Wellington North the very best it can be. While there are many challenges ahead, I am confident, that together, we can find innovative, collaborative and meaningful solutions.

Lastly – I would like to congratulate the many, many people who made 2023 a great year for Wellington North. The accomplishments outlined in this Year in Review would not have been possible without the partnerships and dedication of staff, Council and our community as a whole.



CONGRATULATIONS AND THANK YOU!

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SERVING
YOU IN
2023

PROGRAM

HIGHLIGHTS

GOVERNANCE AND CIVIC ENGAGEMENT

- Wellington North approved its **2024 Strategic Plan** based on extensive consultation with Council, the community and staff.
- Council approved the Township's first **Indigenous Land Acknowledgement Statement** taking an important step towards a broader understanding of the Truth and Reconciliation process.
- Over 400 people participated at two **Volunteer and Newcomer Celebrations** – The Township wants to thank all those who make our community better and offer a warm welcome to those joining us here in Wellington North!
- Worked with the three Conservation Authorities (Grand River, Saugeen and Maitland) to **negotiate the Memorandums of Understanding and Funding Agreements** legislated by the Province to govern financial contributions and service delivery.
- Completed a **review of several key township policies** and (electoral wards, animal and canine control, winter burials, cemetery fees).



CORPORATE SERVICES

- Made significant upgrades to our **IT Infrastructure and Network**, more fully integrating, streamlining and modernizing the system for better functionality and security.
- Implemented mandatory monthly **Cyber Security Training** for all municipal Council and staff.
- Moved forward with an **electronic document management system** – digitizing over 18,500 Township records making them easy to locate and instantly accessible.
- Participated in several **job fairs and other recruitment activities** to let people know about career opportunities at the Township.
- Provided a **mid-year capital project progress report** to Council identifies status updates and budget modifications for greater transparency and accountability.

MOUNT FOREST VOLUNTEER AND
NEWCOMER CELEBRATION ON SEPT.-14



MOUNT FOREST LIONS CLUB BOOTH
WITH SUSAN WELLS, GEORGE LAUROVIC
AND MARY RUTH JOB.

The 2023 Year in Review provides an overview of the Township's accomplishments during the past fiscal year. The following section includes some **highlights of the projects and initiatives** that were completed as part of the 7 core programs that the Township delivers.

COMMUNITY SERVICES

PROGRAMMING:

- **Opened the Arthur outdoor pool** on June 5th (approximately 1 month earlier than usual) to help attract new guards to the Bronze program, offer more swimming lessons and allow local schools access to the pool. Approximately 515 swimmers took part in the public swimming and family swims in the month of June.
- Approximately **3670 admissions at the pool this summer** – not including lessons, day camps or schools. **Over 220 participants registered for lessons.**
- **Over 500 day camp spaces** offered through our summer day-camp program between Mount Forest and Arthur, over 8 sessions. This extremely popular program was at capacity with a full waitlist.
- Staff continue to **review opportunities for new and/or enhanced recreational programming.** In 2023 a roller skating pilot took place and changes to the Pickleball program were made to increase hours and ease of set up.
- Successfully **partnered with the Seniors Centre for Excellence** to receive a \$23,000 grant (New Horizons for Seniors Program) allowing the Township to offer a series of training opportunities for Seniors looking to become more comfortable and safe using technology.

FACILITIES:

- Further progress on the **Mount Forest Outdoor Pool and Aquatics Centre** detailed design, workplan, funding and fundraising strategy. Stay tuned for more on this exciting initiative in 2024!
- **Recreation facilities in Arthur** received several upgrades, including a new roof at the Arthur Community Centre and an inside facelift with new paint in the dressing rooms, auditorium, and lobby.
- Upgrades at the **Mount Forest and Area Sportsplex**, including new paint in the dressing rooms, kitchen and bar as well as the creation of new office space in the upper hall that provides flexible work and meeting space for staff.
- Completion of the **Mount Forest fairground** enhancements, as well repairs at the Arthur trail bridge, new picnic tables at the Bill Moody Park Pavilion and new equipment at the Mount Forest Skateboard park, and topping up the red clay at the Donald Softball Diamond.
- Purchased and installed **new equipment** (ball diamond groomer, lawn mower, Automated External Defibrillators (AEDS), new coolers) to help keep facilities and grounds up to date and working their best.
- Installed a new 72 niche columbarium at the **Mount Forest Cemetery** - creating a resting place for 144 urns.

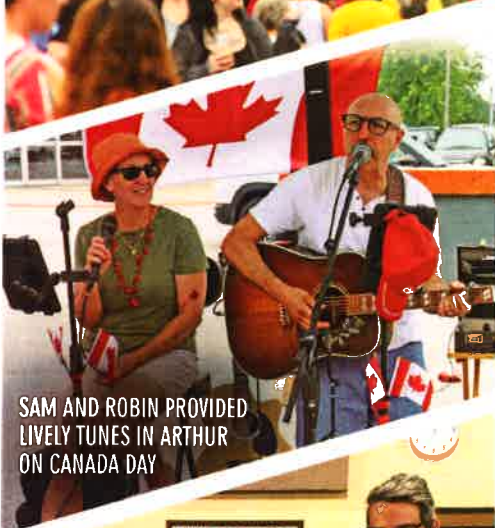


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PROGRAM

HIGHLIGHTS

21ST MOUNT FOREST FIREWORKS FESTIVAL



SAM AND ROBIN PROVIDED LIVELY TUNES IN ARTHUR ON CANADA DAY



BONNY McDUGALL BEING PRESENTED WITH HER 2023 SENIOR OF THE YEAR AWARD

CULTURE:

- Partnered and provided support to the Community Gardens Leadership Team to establish a **Community Garden in Mount Forest**.
- Successfully partnered with **Lynes Blacksmith Shop** to receive \$16,600 in funding from the Rural Economic Development (RED) program – helping restore the number one cultural asset in the Township.
- **17 Cultural Moments** were delivered at 2023 Council Meetings bringing the total number of cultural moments shared to 140 since the program began in 2012.
- Cultural Grants & Funding program **approved grants** to the Arthur Barn Quilt Trail Project and Mount Forest Fireworks Festival.
- **Wellington North Culture Days** were held from September 23rd – October 16th. Events included Metz Pumpkinfest, Lynes Blacksmith Shop Tour and an Artisan's Showcase amongst others. 2024 Culture Days will include celebrations around the 25th anniversary of amalgamation.

EVENTS:

- **Arthur Volunteer Celebration & Newcomer Welcome** hosted in April
- **Arthur Canada Day celebrations** were second to none!
- **Mount Forest Fireworks Festival** was back with a blast in July!
- **Mount Forest Volunteer Celebration & Newcomer Welcome** hosted in September
- **First Annual Artisans Showcase** held in October
- **The Louise Marshall Hospital Foundation Gala** (facility partnership)



THE KRUSHER STUNT TEAM AT THE MOUNT FOREST FIREWORKS FESTIVAL

CONGRATULATIONS

TO THE WELLINGTON NORTH WINNERS
OF THE 2023 ONTARIO VOLUNTEER SERVICE AWARD!

Debbie Atkinson
Jack Baker
Vern Job

Bonny McDougall
Laird More
Alan Rawlins

Conner Schmidt
Margy Smart

DRAFT

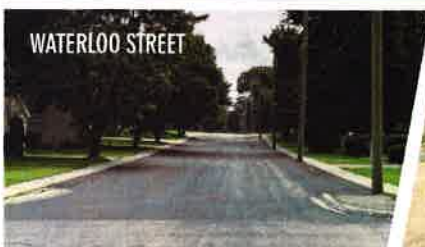
High-Healthy-Happy
Alt. 1407 ft.MOUNT
FOREST

The 2023 Year in Review provides an overview of the Township's accomplishments during the past fiscal year. The following section includes some **highlights of the projects and initiatives** that were completed as part of the 7 core programs that the Township delivers.



ENVIRONMENTAL SERVICES

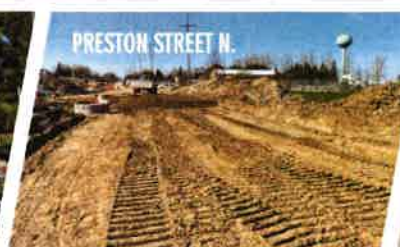
- The **Mount Forest Standpipe** was rehabilitated in a joint project between the Township and the Provincial and Federal governments using Investing in Canada Infrastructure Program funds. Completed on time and on-budget this \$1.4 M investment extends the life of this critical asset for another 30 years.
- A Class Environmental Assessment was initiated for the **Arthur Water System** for Supply Redundancy and Storage.
- New watermain, sanitary sewer & storm sewer mains were installed on Domville Street between Conestoga Street and Andrew Street as part of the **Domville Street Reconstruction Phase 2 project** (total project \$2.3 M investment).
- New watermain & storm sewer main was installed on Cork Street between Princess Street and Waterloo Street as part of the **Cork Street Reconstruction project** in Mount Forest.
- New watermain installed on Preston Street North as part of the **street upgrades in Arthur** (\$184 K investment).
- **Annual Ministry of Environment, Conservation and Parks (MECP) inspections** of the Arthur and Mount Forest Drinking Water Systems resulted in final inspection ratings of 100% for the 16th year in a row with no non-compliances.
- Re-Accreditation audit of the Townships **Drinking Water Quality Management System** was conducted by a third party. There were no non-conformities and the Township maintains their Certificate of Accreditation.
- Performed thorough inspection and maintenance activities on above and below ground equipment at **Well 6 in Mount Forest** to optimize water supply life span.
- Participated in **educational opportunities** – answering the question “Where does our water come from – and where does it go after we use it?” as part of Wellington North Day Camps and the Arthur Public School (Grade 1).



WATERLOO STREET



CORK STREET, PRINCESS TO WATERLOO STREET



PRESTON STREET N.



PRESTON STREET N.

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2023

PROGRAM

HIGHLIGHTS

PUBLIC SAFETY

WELLINGTON NORTH FIRE

Responded to approximately 404 calls between the Mount Forest and Arthur Stations. This included:

- **34** Fire
- **70** Rescue
- **127** Medical
- **12** Public Hazard
- **161** Other



BUILDING SERVICES

2023 was a busy year for the Building Division with:

- **317** building permits issued worth **\$128,247,550** in construction value
- **181** residential building permits resulting in **217** new dwellings
- **43** industrial, commercial, institutional building permits
- **56** agricultural building permits
- **27** septic system permits
- **10** demolition permits

BY-LAW ENFORCEMENT (City of Guelph Contract)

- **95** Property Standard complaints received, with **1** cancelled and **83** resolved. As of December 2023, **11** complaints were open with by-law officers working towards compliance with property owners.

*Completed a review of the By-law partnership with the City of Guelph and extended the partnership for an additional 3 years.

DEVELOPMENT

ECONOMIC DEVELOPMENT:

- **Wellington North Farmers' Market** in Mount Forest opened for its 11th year. Future plan includes working towards a Farmers Market in Arthur.
- **Youth Entrepreneurship program**, (Student Start Up Program) celebrated its 4th year. Thirteen Wellington North youth were among the sixty participants across the Saugeen Region.
- 11 Community Improvement applicants received **\$31,100 in funding** to assist with signage and other business improvements.
- **Updated our Community Improvement Plan Program** to include a Green Energy grant and extended council commitment to the program through to 2028.
- 41 organizations received **\$75,320 in grants and donations** under the Township's Community Development Fund.
- Over 400 grade 9 and 10 students attended our **2nd annual Explore your Future In Wellington event** at the Mount Forest & District Sports Complex in April.
- **Digital Main Street program** continued thanks to a two-year grant in the amount of \$58,700 to support small businesses to take advantage of digital technologies.
- **Support and Advancement of Women programs** continued with online webinars, celebration of International Women's Day and sponsorship of WOWSA initiatives (Women of Wellington Saugeen Area).
- Partnering to provide the lighting for the **Mount Forest Business Improvement Association (BIA) Reimagined Laneway project**.

DEVELOPMENT:

- Continued discussions on **future employment areas** between Wellington North, West Grey and the Counties of Wellington and Grey.
- County continued to work through their **Official Plan review** with support of local Council and staff.

The 2023 Year in Review provides an overview of the Township's accomplishments during the past fiscal year. The following section includes some **highlights of the projects and initiatives** that were completed as part of the 7 core programs that the Township delivers.

TRANSPORTATION

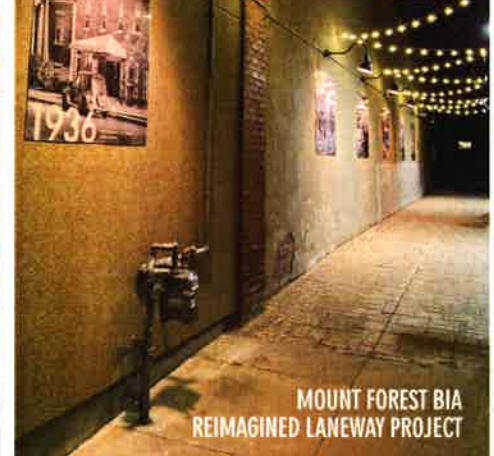
- Completed the reconstruction of **Domville Street Phase 2 and Preston Street North** in Arthur and **Cork Street** in Mount Forest (\$3.5 M investment).
- **Completed repairs** to Bridge 40 (Line 6) and Bridge 2040 (Sideroad 13) (\$472 K investment).
- Completed the **culvert replacement** at Sideroad 9 W (\$220 K investment).
- **3 rural road resurfacing projects** (Line 12, Sideroad 7E and Sideroad 5W) and 2 rural road rebuilds (Sideroad 13 and Sideroad 9W) completed (\$1 M investment).
- **New and replacement sidewalks** on Wellington Street East, Foster Street, Queen Street West, and Edward Street (\$188 K).
- \$300 K investment in **urban paving**.
- **Completed a Roads Needs Study and Sidewalk Assessment.** A Roads Needs Study was completed to manage the road systems and document the existing condition of the road infrastructure. This information will identify deficiencies in the existing road and sidewalk network and prepare rehabilitation strategies to maintain and upgrade the system. Additionally, several traffic counts were conducted to monitor patterns of travel throughout the community.
- Completed a **Bridge Inspection Report** to identify safety concerns and structural deficiencies and to help prioritize improvements in an effort to minimize the cost to maintain the bridges.
- New **Traffic Lights** were installed at the intersection of Main Street North and Mount Forest Drive in Mount Forest.



2ND ANNUAL EXPLORE YOUR FUTURE
IN WELLINGTON EVENT



COMPLETED REPAIRS
TO BRIDGE 40



MOUNT FOREST BIA
REIMAGINED LANEWAY PROJECT



PRIORITY
AREA

STRATEGIC PLAN OVERVIEW

The following highlights some of the main actions the Township took in 2023 to address these priorities:

THE PRIORITY
AREAS
SUPPORTING
THIS GOAL ARE:



1 SHAPE AND SUPPORT SUSTAINABLE GROWTH

- Initiation of a **Growth Management Action plan** and the **creation of an Advisory Committee** including representatives from across the township. This initiative will be a key part of the discussion about development and growth in the community.
- **Reviewed sewage capacity** throughout the Township and recommended a pause on future sewage allocation in Arthur pending the outcome of the Growth Management Action Plan.

2 DELIVER QUALITY, EFFICIENT COMMUNITY SERVICES ALIGNED WITH THE TOWNSHIPS MANDATE AND CAPACITY

- **Realigned staffing capacity** to address priority service areas, introduced **co-op student opportunities** and continued recruitment efforts for key positions (including Finance, Community and Economic Development, Roads, Recreation and Building).
- Worked with other area municipalities to investigate **potential partnership opportunities for service delivery** (for example Guelph By-law).
- Completed a **Fire Services Review** and confirmed the ongoing partnership with Minto to provide shared Fire Management Services.
- Worked with the County of Wellington and the Mount Forest Green Team to develop a **local Tree Inventory App** that will be piloted by volunteers in 2024.
- Connected the County of Wellington and the Mount Forest Green Team who **planted over 170 trees** to help naturalize the former County Landfill site in Mount Forest.
- Team Wellington North joined 50 plus other volunteers at the **Wardens Tree Planting** to plant over 700 trees to naturalize the area around the Arthur Lagoons.
- Participating in the **Saugeen Connects partnership** with Minto, West Grey, Aaran-Elderslie, Brockton, Town of Hanover and the Saugeen Economic Development Corporation.
- Partnered with several local businesses to create **sponsorship opportunities** for recreational programming, allowing free access to the indoor walking program, public skates and swims.
- Improved the watermain valve repair process by using a **new tool** that allows a quicker, more efficient approach (saving approx. \$8,000 dollars per repair, hours of staff labour and minimal disruption to the road way- with no need to excavate).

In October 2023, Council approved its 2024 Strategic Plan based on extensive consultation with Council, the community and staff.

This strategy identified the primary goal of building a **safe, sustainable and welcoming community.**



3

ENHANCE INFORMATION SHARING AND PARTICIPATION IN DECISION MAKING

- Completed the Townships first ever **Community Satisfaction Survey** which included both a statistically significant phone survey and an online survey open to anyone
 - 97% of respondents satisfied with the quality of life in the Township of Wellington North
 - 96% were satisfied with the services provided by the Township – and levels of satisfaction remained high across the majority of service areas
- Held two Public Information Centres on the proposed **Strategic Plan** with over 50 people in attendance. Over 250 online survey responses were also received – with all feedback helping shape the priorities adopted by Council as part of the process.
- Held two Public Information Centers on proposed **Capital Projects** with over 50 people in attendance. Over 50 surveys were received as part of this public consultation. Top comments were related to tree preservation and traffic management. The Project design team will review the surveys for consideration to the project design. Thanks to all who participated!

WHAT'S NEXT

IT'S AN EXCITING TIME IN WELLINGTON NORTH!

With the 2024 Strategic Plan approved, it is time to get to work. Interested in getting Involved? Stay tuned for more information on:

- The 2024 Growth Management Action Plan;
- Updating our planning and funding framework;
- Continuing to improve our services – like enhancing recreation opportunities for people of all ages and abilities;
- New opportunities for the community to shape the work the Township does (key projects and decisions);
- Exploring new partnerships that allow us to leverage our collective talents and resources; and
- Celebrating our successes!



WARDEN TREE PLANTING

For more information
VISIT OUR WEBSITE
www.wellington-north.com

DRAFT



TOWNSHIP OF WELLINGTON NORTH



7490 Sideroad 7 W,
PO Box 125,
Kenilworth, Ontario N0G 2E0
519-848-3620

www.wellington-north.com



CLOSED MEETING SESSION

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

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

RESOLUTION: 2024-026

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 6:31 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

CARRIED

1. REPORTS

- OLT Decision Red Maple Land Company Inc. Minor Variance

2. REVIEW OF CLOSED SESSION MINUTES

- January 15, 2024

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2024-027

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 6:54 p.m.

CARRIED

RESOLUTION: 2024-028

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the OLT Decision Red Maple Land Company Inc. Minor Variance;

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-029

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the January 15, 2024 Council Meeting.

CARRIED

O'CANADA

COUNTY COUNCIL UPDATE

Campbell Cork, Ward 3 County Councillor

The County of Wellington approved the 2024 Budget with a 4.6% increase. Two items debated were an increase in the price of user pay garbage bags and changing ten of the part-time snowplow drivers to full time employees.

The cost of the garbage bags has been \$2 for a large bag and \$1.50 for a small bag since 2016. An increase of .50 per bag was approved. Charging for the bags encourages people to put less garbage out, recycle more and to put their organics out, saving space in the landfill site. A survey of eleven other municipalities with bag fees showed Wellington County was one of the two lowest. This increase will generate another \$300,000 of revenue to be used for protection of our landfill site. The increase will be effective July 1st.

Over the years the County has experienced increasing difficulties hiring part-time snowplow drivers, of which we have thirty-six. Hiring ten as full-time will take pressure off the hiring process. During the spring, summer and fall they will be doing maintenance and landscape work around the County. Currently the landscape work is contracted at a cost of \$300,000. It is hoped to save \$100,000 by using full-time employees. The department has not increased its full-time complement of staff over the last twenty-five years and during that time the Province has downloaded 144 Km of high volume highways to the County.

The footings and foundation for the new Arthur Works Garage are complete. The timber structure is scheduled for installation at the end of February, with the project to be complete by the end of the year.

Councillor Hern asked if the price of the tipping fees will be increasing. Councillor Cork commented that the price for other garbage bags being used will increase. The tonnage rate is going up to be closer to cost recovery. Mayor Lennox advised that County activated a plan a few years ago to bring fees up to cost recovery with annual increases.

Councillor McCabe inquired why timbers were being used in the new Arthur Works Garage, rather than steel and cement. Mayor Lennox explained that it is engineered timber, not conventional timber. Engineered timber has a better fire rating than steel. Also, steel does not withstand the salt and brine.

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2024-030

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North recess the January 29, 2024 Regular Meeting of Council at 7:26 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

PUBLIC MEETING

- Gwen and Donald Cormack, Zoning By-law Amendment

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2024-031

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North resume the January 29, 2024 Regular Meeting of Council at 8:08 p.m.

CARRIED

QUESTIONS ON AGENDA ITEMS

No questions on agenda items were tabled.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, January 15, 2024

RESOLUTION: 2024-032

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on January 15, 2024 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

1a, 1d, 1e, 2b, 2c, 4a, 5a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2024-033

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT all items listed under Items For Consideration on the January 29, 2024 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 Mount Forest District Chamber of Commerce Board Meeting December 12, 2023.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Growth Management Action Plan Project Advisory Committee Meeting #1 held on January 16, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-005 Consent Application B101-23, Mapleton Pork Ltd. c/o Rik Altena.

AND THAT Council support consent application B101-23 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 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 the barn on the retained parcel, labeled as "Barn (T.B.R)" in the application, be demolished and the site left in a graded level condition to the satisfaction of the Township;
- THAT the retained lands be rezoned to restrict residential development 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.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated January 22, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-004 Award of George Kirkness Municipal Drain;

AND FURTHER THAT Council award the project to Robinson Farm Drainage Limited at a project cost of \$340,546.00 excluding applicable taxes;

AND FURTHER THAT Council authorize the Clerk or their designate to sign any necessary agreements with the successful bidders to execute this project.

THAT the Council of the Corporation of the Township of Wellington North receive the Maitland Valley Conservation Authority correspondence dated January 16, 2024 regarding 2024 Draft Work Plan and Budget.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2024-034

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Association Meeting held on January 9, 2024.

CARRIED

RESOLUTION: 2024-035

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table Meeting held on November 15, 2023.

CARRIED

RESOLUTION: 2024-036

Moved: Councillor McCabe

Seconded: Councillor Burke

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 November 30, 2023.

CARRIED

Councillor Burke left the Council Chambers as she had previously declared an indirect pecuniary interest with Report DEV 2024-006.

RESOLUTION: 2024-037

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2024-006 regarding the Notice of Decision for the following Consent Applications, received from the County of Wellington Planning and Land Division Committee:

- B82-23, Joseph Robert, Part Park Lot 6, n/s Durham St. & w/s Main St., Plan Town of Mount Forest known as 365 Durham Street West (Severance);
- B90-23, Alette Holsteins Ltd., Part Lot 6, Concession 5 (Arthur Township) known as 7572 Sideroad 3 East (Severance)

CARRIED

Councillor Burke returned to the Council Chambers.

RESOLUTION: 2024-038

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Ontario Land Tribunal Decision, dated January 19, 2024, for Case No: OLT-23-000640, Red Maple Land Company Inc., Minor Variance.

CARRIED

RESOLUTION: 2024-039

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report FAC 2024-002 being a report on the award of an Ice Resurfacer;

AND THAT Council waive the requirement for a competitive process as detailed within the Township's purchasing and procurement policy;

AND FURTHER THAT Council award the supply of the new ice Resurfacers to Resurface Corporation at a cost of \$104,975.00 plus applicable taxes;

AND FURTHER THAT the Council of the Township of Wellington North authorize the Manager of Recreation Services, or their designate, sign any necessary agreements in order to make this purchase.

CARRIED

RESOLUTION: 2024-040

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2024-002 Cemetery full cost recovery.

CARRIED

Council directed staff to provide a report regarding historical operating costs of the cemetery, information about the cemeteries used for comparison regarding their size and if they are operating on a full cost recovery, and a proposed fee schedule with a phased in approach with options for more discussion.

NOTICE OF MOTION

No notice of motion was tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor McCabe (Ward 4):

- Thank you to Council and staff that attended the ROMA conference. There were 1,847 people registered and sessions were full or overflowing. There has been a lot of good feedback on the conference.

BY-LAWS

- a. By-law Number 005-2024 being a by-law to amend restrictive covenants (455 Dublin Street, Mount Forest)

RESOLUTION: 2024-041

Moved: Councillor Renken

Seconded: Councillor Burke

THAT By-law Number 005-2024 be read and enacted.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2024-042

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT By-law Number 006-2024 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 29, 2024 be read and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2024-043

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Regular Council meeting of January 29, 2024 be adjourned at 8:44 p.m.

CARRIED

MAYOR

CLERK

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING MINUTES JANUARY 29, 2024 AT 7:00 P.M.
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**
<https://www.youtube.com/watch?v=d3FUi502TrM>

Members Present:
Mayor: Andrew Lennox
Councillors: Sherry Burke
 Lisa Hern (via Zoom)
 Steve McCabe
 Penny Renken

Staff Present:
Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Director of Finance: Jerry Idialu
Human Resources Manager: Amy Tollefson
Chief Building Official: Darren Jones
Senior Project Manager: Tammy Stevenson
Manager Community & Economic Development: Mandy Jones
Recreation Service Manager: Tom Bowden
Senior Planner: Jessica Rahim

CALLING TO ORDER

Mayor Lennox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

OWNERS/APPLICANT

ZBA 23/23 Gwen & Donald Cormack

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as WOSR PT LOT 6 DIV 3 TO 4 RP 60R2342 PARTS 1 TO 3 61R8418 PART 4 with a civic address of 9724 Highway 6. The subject property is approximately 47.1 ha (116.4 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment to rezone a portion of the subject lands (approximately 19.8 ha) from Agricultural (A) to Agricultural Commercial Site Specific (AC-xx) zone to facilitate the construction of a farm equipment sales and service dealership (Maple Lane Farms Services). Additional relief may be considered at this meeting.

NOTICE

Notices were mailed to property owners within 120 meters of the subject property as well as the applicable agencies and posted on the subject property on January 9, 2024.

PRESENTATIONS

Jessica Rahim, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated January 22, 2024

PLANNING OPINION

The purpose of this zoning amendment is to rezone a portion of the subject land, approximately 19.8 ha (48.9 ac) from Agricultural (A) to Agricultural Commercial Site Specific (AC-xx) to facilitate the construction of a farm equipment sales and service dealership (Maple Lane Farm Service). The applicants are proposing to construct a new 10,200 m² (109,792 ft²) facility with an outdoor equipment display area. The subject property is approximately 47.1 ha (116.4 ac) in size.

The purpose of this report is to provide the Township with an overview of the proposed zoning amendment application and facilitate the public meeting. Further, this statutory public meeting will provide the opportunity for the community and area residents to ask questions and seek more information from the applicant. It will also provide the opportunity for the applicant to address any concerns that may have been raised through the notification process.

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final report and By-law for Council's consideration.

INTRODUCTION

The subject land is legally described as WOSR Pt Lot 6 Div 3 to 4 RP 60R2342 Parts 1 to 3 61R8418 Part 4 with a civic address of 9724 Highway 6. The subject property is approximately 47.1 ha (116.4 ac) in size and is currently being farmed.

PROPOSAL

The purpose of this zoning amendment is to rezone a portion of subject property (approximately 19.8 ha (48.9 ac)) from Agricultural (A) to Agricultural Commercial Site Specific (AC-xx) to facilitate the construction of a farm equipment sales and service dealership (Maple Lane Farm Service). The applicants are proposing to construct a new 10,200 m² (109,792 ft²) facility with an outdoor equipment display area. The existing buildings (dwelling and barns) will be demolished to facilitate the construction.

SUPPORTING STUDIES

The applicant has completed the following technical reports and studies in support of the proposed application:

- A Planning Justification Report prepared by Van Harten Surveying Inc.
- A Traffic Impact Study prepared by Salvini Consulting Inc.

RELATED APPLICATION

This rezoning application is a condition of approval of consent application B100/23. The lot line adjustment would sever the west side of the property and merge it with the adjacent farm parcel to the north. This will result in a retained 19.8 ha (48.9 ac) agricultural lot located at the northwest corner of Highway 6 and Sideroad 3 W (subject parcel to be rezoned). The application will be going to the February 10th, 2024, County of Wellington Land Division Committee meeting.

PROVINCIAL PLANNING POLICY

Zoning by-law amendments are subject to the Provincial Policy Statement and decisions of a Council “shall be consistent with” the PPS. The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.3.1 of the PPS allows for agriculture-related uses in the Prime Agricultural Area provided those uses are 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.

Guidelines on Permitted Uses in Ontario’s Prime Agricultural Area

The PPS further directs planning applications to be reviewed under more detailed guidelines to help interpret the policies in the PPS on the uses permitted in prime agricultural areas.

Section 2.2 of the guideline document provides criteria for agricultural-related uses in prime agricultural areas. Specifically, “agricultural-related uses are farm-related commercial and industrial uses. They add to the vitality and economic viability of prime agricultural areas because they are directly related to and service farm operations in the area as a primary activity”.

“Agricultural-related uses: means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the areas, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as primary activity”.

Section 2.2.1 outlines the criteria that must be met to qualify as agricultural-related uses in prime agricultural areas which include:

1. The uses must be farm-related commercial or farm related industrial use;
2. Shall be compatible, and shall not hinder, surrounding agricultural operations;
3. Directly relates to farm operations in the area;
4. Supports agriculture;
5. Provides direct products and/or services to farm operations as a primary activity; and
6. Benefits from being in close proximity to farm operations.

The planning justification report prepared by Van Harten Surveying Inc. provides a detailed review of Provincial policy and the specific criteria for agricultural-related uses. The report covered that the proposed farm dealership can be considered an agricultural-related use and can be appropriately located in the prime agricultural area.

Minimum Distance Separation (MDS) Document

Section 2.3.3.3 of the PPS requires that new land uses in prime agricultural areas, shall comply with the minimum distance separation formulae. MDS guideline 35 (MDS setbacks for agricultural-related uses and on-farm diversified uses) states:

“MDS 1 setbacks from existing livestock facilities and anaerobic digesters will generally not be needed for land use planning applications which propose agricultural-related uses and on-farm diversified uses. However, some proposed agricultural-related uses

and on-farm diversified uses may exhibit characteristics that could lead to potential conflicts with surrounding livestock facilities or anaerobic digesters. Therefore, it may be appropriate for municipalities to require an MDS I setback to permit certain types of these uses.

Typically, this subset of uses may be characterized by a higher density of human occupation or activity or will be uses that may generate significant visitation by the broader public to an agricultural area.”

“MDS II setbacks to existing agriculture-related uses and on-farm diversified uses will generally not be needed for building permit applications for first or altered livestock facilities and anaerobic digesters. However, some existing agricultural-related uses and on-farm diversified uses may exhibit characteristics that could lead to potential conflicts with first or altered livestock facilities or anaerobic digesters. Therefore, it may be appropriate for municipalities to require MDS II setbacks to certain types of these uses.

Typically, this subset of uses may be characterized by a higher density of human occupation or activity or will be uses that may generate significant visitation by the broader public to an agricultural area.”

The planning justification report prepared by Van Harten Surveying Inc. provided a detailed review of Provincial policy and the specific criteria for agricultural-related uses related to MDS setbacks. The report indicated that the proposed farm dealership can be considered an agricultural-related use that does not require MDS I or MDS II setbacks. Planning Staff are satisfied that MDS I setback are not required, which is consistent with existing tractor dealership uses in the County that meet the criteria for agricultural-related uses.

COUNTY OFFICIAL PLAN

The subject property is designated PRIME AGRICULTURE and CORE GREENLANDS. The identified feature include Saugeen Valley Conservation Authority regulated Hazard Lands. Section 6.4.3 (c), of the plan provides consideration for agriculture related uses. Agriculture-related uses include “farm related commercial and industrial uses that are small scale and directly related to the farm operation and are required in close proximity to the farm operation”.

Section 6.4.2 of Agriculture First policy states that “As a general rule, land use activities that support agriculture will be encouraged and land use activities that do not support agriculture will be discouraged”. We believe that the proposed use meets this intent.

Section 6.4.5 of the County Official Plan allows small scale agricultural-related businesses to serve agriculture and benefits from being in close proximity that are directly related to the farm operations. The proposed farm equipment sales and service dealership serves directly and only the agricultural community and benefits from being in close proximity to the farms.

Site Plan Approval

Planning Staff note that site plan approval will be required for the proposed development. Based on the provided site plan, it appears the closest neighboring dwelling is approximately 60 m (197 ft) from the proposed new AC zone. Screening and landscaping should be considered as part of the site plan review.

ZONING BY-LAW

The subject lands are zoned Agriculture (A) and Natural Environment (NE). No changes are proposed to the NE zone. The proposal is to rezone a portion of the subject lands (19.8 ha) from Agriculture (A) to a Site Specific Agricultural Commercial (AC-xx) zone to be used for a farm equipment sales and service facility. The proposed use is permitted within the AC zone. Site-specific regulations have also been requested as part of this application for parking and the minimum setbacks from residence on an adjacent lot. The following site-specific relief is being requested:

AC Zone (Section 23.2)	Minimum Required	Proposed	Difference
Setback from residential (Section 23.2.8)	121.9 m (400.0 ft)	60 m (197 ft)	61.9 m (203 ft)
Barrier Free Parking (Section 6.27.5)	8	3	5
Parking Regulations (Section 6.27.8 Table #3)	219	100	119

Planning Staff note that the zoning by-law does not have a parking calculation requirement for this exact use (Agricultural Commercial use). Therefore, the applicant has provided the minimum parking calculation based on “all other commercial uses” as outline in the Township zoning by-law. Due to the unique nature of the proposed use which requires the building to accommodate large machinery and considering that type of business that does not have typical peak “busy” hours, Planning staff are satisfied that the reduce parking being proposed is sufficient to accommodate staff (approximately 55 employees) and customers.

Draft Zoning By-law

A draft zoning by-law has been prepared by the applicant’s planner in support of the application.

NEXT STEPS

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final recommendation report and a draft zoning by-law amendment for Council’s consideration.

CORRESPONDENCE FOR COUNCIL’S REVIEW

Jason Dodds, Environmental Planning Technician, Saugeen Conservation

- Letter dated January 16, 2024 (Generally Acceptable)

Tammy Stevenson, Senior Project Manager, Township of Wellington North

- Letter dated January 22, 2024 (No Objection)

Katherine Noble, Administrator, Wellington Federation of Agriculture

- Letter dated January 26, 2024 (Concerns)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at a future council meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR COMMENTS/QUESTIONS

Harvey Bowman, Maple Lane Farm Service Inc., and Chris Corosky, Van Harten Surveying Inc., Agent for the Applicant, were present to answer questions regarding the application.

Janet Harrop, Wellington Federation of Agriculture, Past President, stated the WFA is supportive of agricultural related businesses, but feels the parcel size of the land taken out of production is excessive, and inquired about plans for the undeveloped lands and use of existing buildings at the current site. With MDS requirements waived for agriculture-related businesses will neighbouring farms be limited in expanding their farm business with barns, manure storage, etc. once the new facility is built, or in the future with planned expansions. Mayor Lennox explained that the existing site is already zoned for only agricultural related commercial use. Any alterations to the use would require rezoning. No decision is being made tonight and there will be an opportunity to submit further comments.

Chris Corosky, Van Harten Surveying Inc., Applicant's Agent, stated that the current site is about ten acres. The shape and size of the property has changed as Maple Lane Farm Services has grown their business. It is a thriving business dedicated to improving operations and efficiencies in the agricultural sector. The buildings on the current site are almost 50,000 sq. ft. but is on two floors. The new location is needed to better serve customers with better flow on one storey. It is an extensive space with big machinery that takes up a lot of room with an outdoor display area or a queuing area for machinery that is in for repair. The concept plan for the proposed larger site illustrates how the development can work with 100,000 sq. ft. of floor space, storage areas, display areas, and parking, which takes up about half of the site. If approval is given the next step will be a site plan approval application showing much more detail of the site. Any land not developed as part of phase one will continue to be farmed. There is no projection of when phase two will be developed. If the severance is approved the parcel will be just under 20 ha. About 1.3 to 1.5 ha is a natural environment including a drain at the west side, which is the back of the site. It is identified as natural environment in the Township Zoning By-law and the County OP. Storm water management will be required, and we expect there will be a pond at the west side with the outlet being the drainage ditch. They currently employ over fifty people and will grow with the expansion of the operation. The site will accommodate immediate current needs and future growth. We understand that the WFA vision to conserve prime farm land and it is a similar vision of the owners of Maple Lane Farm Service. If not this site it would be another agricultural site in the Township. They want to stay in the Township where they have grown their business. In response to WFA written comments, there are no sites that are zoned for agricultural commercial that could accommodate this use. The location has good visibility and good access at the north west corner of Highway 6 and Sideroad 3. The existing access on Highway 6 will be closed and replaced with at least two access points on Sideroad 3 West. Provincial policy and OMFRA guidelines confirm that this type of use is appropriate in an agricultural area because it is there to help farming. Nothing has been decided regarding the existing site. It could be used as a satellite for the new location, rented, sold, or turned back to agricultural. MDS does not apply. OMAFRA guidelines identify the use as permitted because it is a key linkage to the

agricultural community. Adjacent farms would be able to expand. MTO requested a traffic impact assessment but no response has been received. The conservation authority wants to ensure that the natural area is not impacted.

Kent Benson, 9357 Highway 6, inquired why Maple Lane Farm Service can't expand at their current site. Mr. Bowman explained that it is becoming difficult to organize with too many additions at the current location. They had looked at another addition but determined it is not practical.

COMMENTS/QUESTIONS FROM COUNCIL

Mayor Lennox asked if the draft by-law provides relief for neighbours for future MDS. Ms. Rahim responded that based on the guidelines, if someone wanted a barn expansion, they wouldn't be required to meet the MDS setbacks to this agricultural zone. MDS1 and MDS2 for this particular use does not apply. Mayor Lennox confirmed that the site would be rezoned to allow for future expansion but will be farmed until then. At the time of expansion, it would come back for site plan.

Councillor Burke asked about the provision for the current site. Is there any intent to turn it back into agricultural or will those buildings stay? Mr. Bowman stated they would keep it until the new site is built and it is decided if it is still needed or not.

Councillor Hern stated that Maple Lane Farm Services is extremely important to the fabric of the Wellington North farm community and beyond. The new location could be safer in terms of traffic. Would it be possible to rezone only half of it? Mayor Lennox commented that he had discussed the site with Mr. Bowman and recommended rezoning the whole parcel at this time to avoid multiple future rezonings. We have a provision in place through site plan agreement to deal with expansion on the other portion of the property. The use would have to be agricultural commercial. It makes sense when they are severing along a physical barrier to include the whole property.

Councillor Renken was supportive of the proposal but expressed concern with the loss of prime agricultural land. She would not be supportive of even more land being taken for future expansion.

Councillor Hern commented that there will be more farm equipment on the roads and inquired if it is possible through the site plan process to establish more signage along roadways. Darren Jones, CBO, stated that they will look at a traffic impact study and discuss it with MTO. Traffic will be looked at during the site plan approval process.

ADJOURNMENT

RESOLUTION: PM-2024-001

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Public meeting of January 29, 2024 be adjourned at 8:07 p.m.

CARRIED

MAYOR

CLERK



146 George St., P.O. Box
Arthur, Ontario N0G 1A0
(519)-848-5603

Directors Meeting Minutes

January 10th, 2024

Attending: *Brea Smith, Tom Gorecki, Melissa Kooiman, C. Lisa Hern, Debby Keown, Faye Craig, Bonnie McIntosh, Sherry Chappelle*

Regrets: *Dale Small*

Brea called the meeting to order @ 5:31pm pm and welcomed board & new attendees.

Approval of previous months minutes:

- Approval put forward for November 2023 minutes; no concerns.

No Minutes from December as meeting was cancelled.

Bonnie motion, Tom 2nd – all agree. Passed.

Committee Reports:

Economic Development Report – Dale Small (report sent ahead)

- Lisa read report.

- Growth Management strategic plan approved, many local community members on the committee

- Chamber building, renovation design plan has been approved as well as upper hall at arena, will need to relocate for 2025.

- WN Guide meeting set to chat next week.

- suggestion of additional garbage pick up for main street areas

- new EDO to start Jan/Feb

Council Report – Counsellor Lisa Hern:

- Nothing additional to include

Business arising from the previous meeting/New Business

- AGM committee – report/suggestion list provided and discussed. Attached.

- Katie Normet presentation – proposed dates of Jan 22, 23, 24; Feb 5, 7, 8. Agree to move forward with February 8th at 7:00pm at the chamber office. Will need a title & promo info, Brea to touch base with Katie. (**currently awaiting Katie to provide info**) Event to be just for membership. Structure: Chat followed by Q&A.

- WN Book; Meeting Thursday January 18th at noon in Kenilworth. Tom, Brea, Paula, & Debby to attend.

- Canada Day Date – Saturday June 29th, 2024. Optimists deciding on events and dates at next meeting which is tonight as well.

Membership Builds Our Community as a Place to Work, Play and Live

- Chamber Calendar – newsletter not receiving a ton of traction and not a lot of members willing to contribute info/sales/ideas, looking for a way to pivot, dates seem to be the most important/most wanted info. Calendar can be sent out or posted on socials, include available webinars, local events, opportunities available in our area.
- suggestion to add “Resident Interview” to the socials with quote about Arthur.

New Business

- Copernicus new position – Melissa Kooiman. Experimental position to support community initiatives and events. Looking forward, would like to offer an outdoor school for the area, Melissa working towards that. Melissa working currently on a wood fired pizza event to be hosted by Copernicus in June.
- Tom’s last meeting. Check by-laws to see how long we can go without a named president.
- Grant – Paula: Summer student application, 30hrs/week for 16 weeks, to run a welcome centre, water and weed main street, personal visits to membership, Paula to be supervisor.

Presidents Report – Tom

- Nothing additional to report aside from what has already been discussed. Stepped out to attend another meeting.

Correspondence:

- none to discuss

Financial Statements:

- Provided by Bonnie McIntosh – Be Sure Financial
- Dave to continue with snow - \$15 per time. Bonnie motion, Faye 2nd. Passed.
- salt reimbursement to Bonnie (Done.)
- Chq sent from Checkley Concrete, sent in error. Chq Destroyed.
- Lions Club sent donation chq in error, returned to Laird More.

Meeting Adjourned: 6:46pm

Meeting Outline for 2024

February 14th, 2024
 March 13th, 2024
 April 10th, 2024
 May 8th, 2024
 June 12th, 2024
 September 11th, 2024
 October 9th, 2024
 November 13th, 2024
 December 11th, 2024

Dates to Remember

WN Booklet Meeting January 18th, 2024
 Katie Normet Presentation February 8th, 2024

Membership Builds Our Community as a Place to Work, Play and Live



Grand River Conservation Authority

Summary of the General Membership Meeting – January 26, 2024

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-01-24-04 - Completion of Transition Period for Ontario Regulation 687/21
- GM-01-24-06 - Budget 2024 - Draft #2
- GM-01-24-05 - Municipal Apportionment Approval 2024 (Weighted vote)
- GM-01-24-08 - Fee Schedule 2 - Conservation Areas – Amended
- GM-01-24-03 - Amendment to the Policies for the Administration of Permits under Ontario Regulation 150/06

Information Items

The Board received the following reports as information:

- GM-01-24-01 - Cash and Investment Status
- GM-01-24-02 - Permits issued under Ontario Regulation 150/06
- GM-01-24-07 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- John Kemp re: Giant Hogweed in the Watershed
- Waterloo Region Nature re: Laurel Creek Nature Centre
- Brant Waterways Foundation re: Nature Centres
- Laura Muir: Agenda item GM-01-24-04 - Completion of Transition Period for Ontario Regulation 687/21

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board. No meeting was held this month.

Election of Officers

The board elects a chair and vice-chair each January to serve for the coming year.

- Chris White was acclaimed as Chair of the GRCA for a fourth one-year term
- Susan Foxton was acclaimed as First Vice-Chair of the GRCA for a fourth one-year term
- Kevin Davis was acclaimed as Second Vice-Chair of the GRCA for a one-year term

For full information, please refer to the [January 26 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on February 23, 2024.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

041

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
January 30, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX.

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Penny Renken, Councillor
Jessica McFarlane, Public Member (Arrived at 7:24pm)
Vern Job, Lions Member
Al Leach, Lions Member
Laurie Doney, Public Member

Regrets:

Brooke Lambert, Chief Administrative Officer
Andy Lennox, Mayor
Shelley Weber, Public Member
Ray Tout, Lions Member

Staff Present:

Dale Small, Economic Development Officer
Madalyn Ellis, Administrative Assistant

CALLING THE MEETING TO ORDER

Chair Burke called the meeting to order at 7:01 p.m.

ADOPTION OF THE AGENDA

RESOLUTION:

Moved: Member Job
Seconded: Member Doney

THAT the agenda for the January 30, 2024, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.
CARRIED

DISLCOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

Minutes of Previous Meeting

Received by council at the November 6, 2023, Meeting of Wellington North Council

RESOLUTION: MFA 2023-031

Moved: Member Renken
Seconded: Member Leach

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the October 24, 2023, committee meeting.
CARRIED

Move into Closed Session

Move Back into Open Session

BUSINESS ARISING FROM THE MINUTES

Status update on Fundraising Program and Schedule

- **Donations Process**
 - Tax receipts process
 - 3-year pledge vs 5-year
 - Investment of Fundraising Donations
- **Grant Applications**
 - Hydro One
 - Ontario Trillium Foundation
- **Fundraising Materials**
 - Canvassing Guide
 - Corporate Presentation
 - Corporate Donor Brochure
 - Community Donor Brochure

Staff provided an update surrounding the donation process. The Township of Wellington North will provide tax receipts to donations over \$25.

Clarification surrounding 3-year pledge vs 5-year pledge was providing, stating that the committee is only able to accept 3-year pledges. A 3-year pledge correlates with the 2027 construction timeline whereas 5-year pledges would continue past the 2027 timeline resulting in the pool already being open, and 5-year pledges being not eligible for tax receipts.

Staff provided an update from the finance team regarding investment of fundraising donations. Finance team will invest donations received by June 2024 into a GIC or other appropriate account. What is remaining of the \$2.5 million goal in October will also be invested in a GIC or other appropriate account. The committee will continue discussion about investing closer to June.

Staff submitted a grant application to the Hydro One Grant, which has a maximum grant of \$25,000. Staff was able to provide notable information about the project within their application. The committee should have a decision from Hydro One within the next 6 months. Research was done regarding the Ontario Trillium Foundation. Application for this grant would be more beneficial in 1-2 years as the funds received need to be spent within 12 months. The committee would not be eligible if we put in an application right now. This grant also has 2 intakes per year. Discussion around other grant opportunities occurred. CW Community Foundation, Bruce Power, United Way, and Canada Post are all possible grants staff can investigate.

Mandy Jones and Mike Wilson will be joining the committee as staff, and moving forward they will replace Dale and Tasha.

Shelley Weber has resigned from her position as a Public Member on the committee.

Update on Community Donor Programs

- **Nov 18th Christmas Craft Sale**
- **Nov 25th Christmas Flocking Holiday Home Tour**

043

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
January 30, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX.

- **Other plans for Fundraiser Update**

Both the Lions Christmas Craft Sale and the Christmas Flocking Holiday Home Tour were a success. The committee received a lot of great feedback about the home tour. The committee had good swag sales and provided a lot of awareness to the community.

Member McFarlane expressed some concerns about continuing the Holiday Home Tour in 2024. The committee would need to begin organizing this event earlier than last year as many of businesses that participated do their Christmas ordering in January. Member McFarlane stated that more assistance in organizing a 2024 Home Tour would be appreciated. Efforts towards corporate donations should be at the forefront before focusing on small community events. Chair Burke recommended continuing small events as it allows the committee and pool project to continue momentum and awareness.

ITEMS FOR CONSIDERATION

Financial Update

The current bank account balance is at \$15,400 and change. Home Tour and swag sales brought good deposits since October. Committee should continue to grow the balance.

RESOLUTION: MFA 2023-032

Moved: Member McFarlane

Seconded: Member Renken

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the verbal financial update.

CARRIED

OTHER BUSINESS/ROUNDTABLE

NONE

NEXT MEETING

Tuesday March 5th @ 7:00pm

Tuesday March 26th @ 7:00pm

Tuesday April 23rd @ 7:00pm

ADJOURNMENT

RESOLUTION: MFA 2023-033

Moved: Member Leach

Seconded: Member Doney

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of January 30, 2024, be adjourned at 7:51 p.m.

CARRIED



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Pringle, Development Clerk
 REPORT #: DEV 2024-007
 REPORT TITLE: Consent Application B103-23, Elgin Wellington Inc. c/o Paolo Pambianchi

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-007 Consent Application B103-23, Elgin Wellington Inc.

AND THAT Council support consent application B102-23 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 satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22
- THAT daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent to roadways are to be deeded to the Township at the expense of the Owner;
- THAT the Owner confirms location of the existing water service and sanitary sewer service by utility locates including field line painting and electronic copy on private property for the retained lot to ensure it is entirely within the retained lands;
- THAT the Owner provide a CCTV of the existing sanitary sewer service for 234 Wellington Street West from house foundation to sanitary sewer main to confirm location, material and condition. CCTV footage to be provided to the Township for review of existing service for approval of reuse. If it is determined by the Township that the existing sanitary sewer service is not suitable for reuse a new sanitary sewer service will be installed at the Owner's expense as part of the Development Agreement;

- THAT the Owner pays the applicable fees and enters into a Development Agreement with the Township of Wellington North for the purposes of satisfying all the requirements to service the severed and/or retained lot to the satisfaction of the Township. The Owner is required to submit a Grading, Drainage, and Servicing Plan(s) prepared by a Professional Engineer of Ontario for Township of Wellington North review and approval. Plans to include design elements found in the Township's Municipal Servicing Standards including driveway entrance, full road restoration and service material and product found on Table 2, to the satisfaction of the Township. Full engineering and construction costs for installation of services will be at the expense of the Owner;

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 property is located in the north west quadrant of the town of Mount Forest and is known as Part Lot 13, w/s Elgin St., Plan Town of Mount Forest and geographically known as 234 Wellington St W.

Proposed severance is 12.5m fr x 28.3 = 371.6 square metres, vacant land for proposed urban residential use.

Retained parcel is 649.2 square metres with 23.6m frontage, existing and proposed urban residential use with existing dwelling and shed.

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 and parkland dedication consistent with By-law No. 011-22.

ATTACHMENTS

DEV 2024-007 **APPENDIX A** – Severance Sketch No. 23-9919

Prepared by Greg Ford at Wilson-Ford Surveying & Engineering, dated November 28, 2023

DEV 2024-007 **APPENDIX B** – Aerial View of Subject Lands

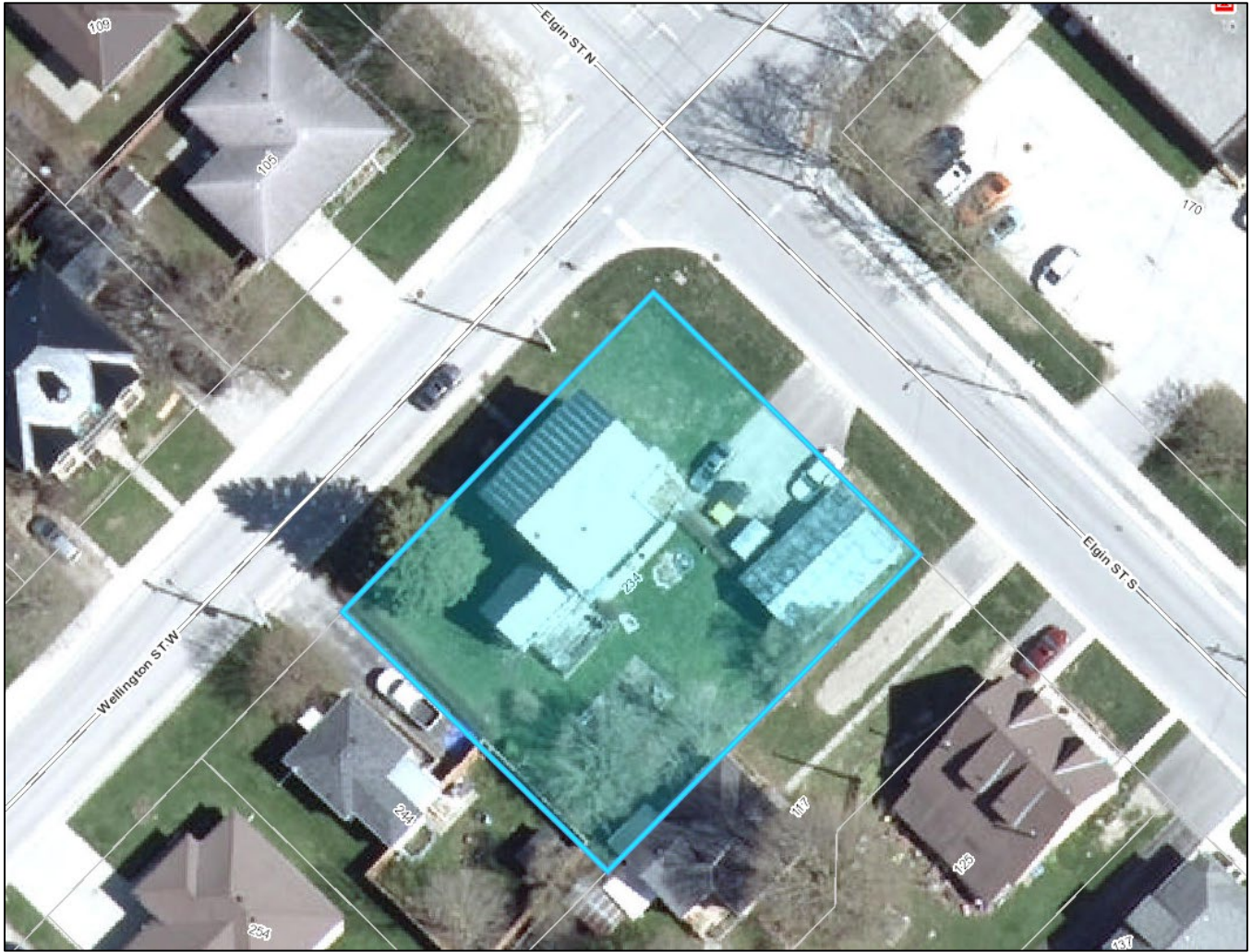
DEV 2024-007 **APPENDIX C** – Planning Report

Dated February 5, 2024, Zach Prince, Senior Planner, Planning and Development
Department, County of Wellington

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer





Planning and Development Department | County of Wellington
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
 T 519.837.2600 | F 519.823.1694

Application	B103/23
Location	Part Lot 13, w/s Elgin St. Plan Town of Mount Forest TOWNSHIP OF WELLINGTON NORTH (Mount Forest)
Applicant/Owner	Elgin Wellington Inc. – c/o Paolo Pambianchi

PRELIMINARY PLANNING OPINION: This application would sever a 371.6 m² (0.09 ac) vacant residential lot in the Primary Urban Centre of Mount Forest. The retain parcel is approximately 649.2 m² (0.16 ac) in size with an existing dwelling and shed.

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

- a) That servicing can be accommodated on the severed lands to the satisfaction of the local municipality; and
- b) That driveway access can be provided to the severed lands to the satisfaction of the of the appropriate road authority.

A PLACE TO GROW: No issues.

PROVINCIAL POLICY STATEMENT (PPS): No issues.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated as RESIDENTIAL and located within the Primary Urban Centre of Mount Forest according to Schedule B6-1 of the Official Plan. Section 10.6.1 states that new lots may be created in Primary Urban Centres provided that the land will be appropriately zoned.

The matters under Section 10.1.3 were also considered including “a) that any new lots will be consistent with official plan policies and zoning regulations”. b) “that all lots can be adequately serviced with water, sewage disposal...”. item d) “that all lots have safe driveway access to an all-season maintained public road...” and item l) “that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses”.

LOCAL ZONING BY-LAW: The subject property is zoned High Density Residential (R3-30) zone. The R3-30 zone permits all uses in the R2 and R3 zone (single, semi, duplex, triplex, fourplex, street and cluster townhouses and apartments) The proposed severed vacant lot meets the minimum lot area and frontage requirements for a single detached dwelling. The retained lands meet the minimum lot area and frontage requirements for the existing single detached dwelling.

WELL HEAD PROTECTION AREA: The subject property is located within a Well Head Protection Area B and C with a vulnerability score of 8.

SITE VISIT INFORMATION: The subject property has not been visited at this time.

Zach Prince RPP MCIP, Senior Planner
 February 5th, 2024



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
DATE: 2024-02-12
MEETING TYPE: Open
SUBMITTED BY: Dale Small, Economic Development Officer
REPORT #: C&ED 2024-004
REPORT TITLE: Wellington North Farmers Market 2024 Season

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive the Economic Development Officer Wellington North Farmers Market (WNFM) report C&ED 2024-004 for information.

AND FURTHER THAT Council approve the WNFM Roles and Responsibilities Agreement with the Victory Church and Community Centre.

AND FURTHER THAT the Economic Development Officer be authorized to sign the Agreement.

AND FURTHER THAT Council direct staff to prepare the necessary temporary road closure permit application for each Saturday from June 15th to Sept. 28th, from 8:30am to noon, for the portion of 320 King St. E at the Fairgrounds entrance in Mount Forest.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- EDO 2023-002 (Feb 12, 2023)
- EDO 2022-066 (Feb 7th, 2022)
- EDO 2021 – 008 (March 8, 2021)
- EDO 2020-003 (Feb 24, 2020)

Since 2014 the WNFM has proven to be a popular destination and has grown to become one of the best Farmers Markets in the area. The purpose of a Farmers' Market is to market local farm and agriculture products and to improve production of, stimulate public interest in, and increase consumption of local products. It is also the intent of the market to be community oriented – be dynamic, friendly and reflect our community's personality.

A Farmers Market is only as successful as our vendors, and we have amazing vendors that come every Saturday with tremendous produce and products. The WNFM is strict with our rules & regulations and all vendors must complete an application and sign that they have read and will abide by the rules and regulations of the WNFM. Food and produce vendors are also subject to a Public Health application process and inspection. Public Health requirements will be similar as in past years and WNFM will continue to abide by all the Public Health protocols.

The WNFM is a registered member of Farmers' Market Ontario (FMO) and in 2024 our Market will be entering its eleventh season and will once again operate on Saturday mornings. Location will be the same as last year which is the parking lot at the Victory Community Centre. The market will continue to open from 8:30am until noon from Saturday June 15th to Saturday Sept. 28th. Vendor fees will remain the same as 2024, (\$200 for a full season, \$20/day for daily vendors) and we expect most of last year's vendors to return. We also hope to encourage more local talent /entertainment to perform at the Market. In 2023 we had entertainment on four Saturdays and this year we hope to increase it to nine/50% of our 16 market dates.

We are also very pleased that the LMH Hospital Auxiliary will be returning with their coffee and baked goods. This location became a great gathering place for people to sit, connect and enjoy the atmosphere of the Farmers Market. Five local sponsors also support the Farmers' Market including, Forest Physiotherapy, 88.7 The River, MARCC Apparel, Taste Real and the Victory Church who act as the primary sponsor and contribute venue amenities. An overview of some of our sponsors and vendors from last year follow:



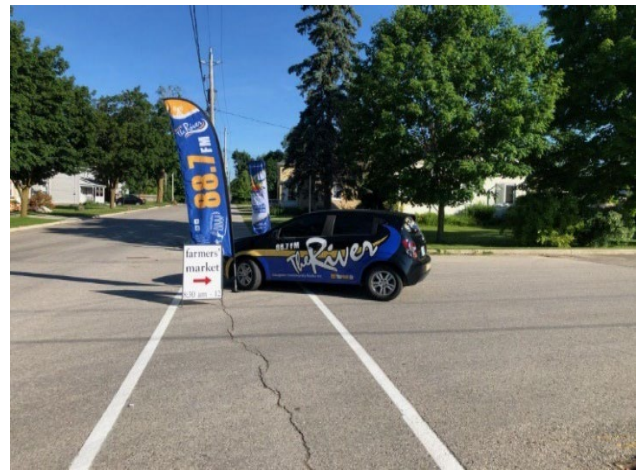
LMH Auxiliary



MF Aquatics



Sam N Robin



88.7 The River



Chicken Thika Farms



Big John's Country Market



Couture Candles



Brenda's Embroidery



Farewell Homebaking



Farm Bees Honey



Full Circle Farms



Helen Murray Good Vibrations



Re-Root Organic



Lots of Dots

In-partnership with Taste Real Guelph Wellington, the Wellington County Farmers Markets for the third year also implemented a very successful Farmers Market Box program. This program delivers a curated selection of outstanding local farmers' markets products to doorsteps in Wellington County and Guelph. Farmers Market Boxes are available for online purchase with a different market providing the products every two weeks. Our 55 boxes, representing \$3,000 in additional revenue to our vendors, were a big hit and the partnership also ran a Christmas Market Box program, selling an additional 200 Market Boxes. These Boxes contained one item from each of the Wellington County Farmers Markets.



The International Economic Development Council (IEDC), the largest non-profit professional association for professional economic developers in the world, also selected our Market Box Program as a recipient of a 2022 Excellence Award. Recognized each year during the IEDC Annual Conference, the awards honor organizations for exemplary economic development marketing campaigns, projects, and programmes. In 2022 the award categories honoured organizations for their efforts in creating positive change in urban, suburban, and rural communities.

Our Market Box Program was recognized with a silver award in the **Innovation Programmes and Initiatives** category. Our Market Box Program was also recognized with a 2021 Award of Excellence from the Economic Development Council of Ontario (EDCO).

FINANCIAL CONSIDERATIONS

The Victory Community Centre have once again offered their location free of charge. As part of the Canada Summer Grants Program, we hope to recruit a Summer Student to also support the market. The Market Manager position will be covered by the EDO and Summer Student.

Vendors requiring hydro connect to a Municipal power source in the parking lot. Other market expenses are mostly related to FMO membership, advertising, promotion, etc. In 2023 these expenses were offset by the vendor fees, revenue from the Market Box program and a grant from Wellington County.

Registration details and other information as it relates to the Farmers Market can be found at <https://www.simplyexplore.ca/farmers-market.html> .

ATTACHMENTS

Attachment A	Press Release Wellington North Farmers' Market Celebrates its Eleventh Season, Opening Day on Saturday June 15th @ 8:30am
Attachment B	Farmers Market Roles and Responsibilities agreement with the Victory Church and Community Centre

STRATEGIC PLAN 2024

- Shape and support sustainable growth.
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity

How: By providing a fun and relaxing space where the community can meet and connect throughout the warmer months. The market also allows visitors to buy from and support our local farmers and producers, thus also contributing to our local economy.
- Enhance information sharing and participation in decision-making!
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



For Immediate Release
February 12th, 2024

**Wellington North Farmers' Market Celebrates its Eleventh Season,
Opening Day on Saturday June 15th @ 8:30am**

Already established as one of the best Farmers Markets in Wellington County the Wellington North Farmers Market is making plans to open for its eleventh season on Saturday June 15th.

There are so many reasons why buying local makes sense. There is also significant peace of mind in knowing where our food comes from, ask questions, and enjoy the experience at the Wellington North Farmers' Market! The Farmers' Market provides a real connection between farmer and consumer. This year the market will once again be held on Saturday mornings in the parking lot at the Victory Community Centre in Mount Forest and will run from 8:30am until noon.

"A Farmers' Market is a good opportunity for the community to connect. It allows us to buy from and support our local farmers and producers, thus contributing to our local economy," said Harry Engel Past Market Manager for the Wellington North Farmers Market. "We are pleased to give our residents and visitors the opportunity to experience agriculture close up."

The Wellington North Farmers' Market is once again being brought to you by the collaboration and support of participating vendors, the Township of Wellington North, Mount Forest Victory Church, MARCC Apparel, 88.7 The River, Forest Physiotherapy, and Taste Real: Wellington County. A special thank you also goes out to the Victory Community Church who for the eleventh year are providing the location for the Market.

We expect that most of last year's vendors will be returning in 2024. Anyone looking for registration details or other information are asked to contact Robyn Mulder at the Township of Wellington North or go to <https://www.simplyexplore.ca/farmers-market.html> or Facebook [@wellingtonnorthfarmersmarket](https://www.facebook.com/wellingtonnorthfarmersmarket)

For more information:

Robyn Mulder, Economic Development Officer Township of Wellington North
519-838-3620 Ext 4234 | mulder@wellington-north.com | www.simplyexplore.ca

Each year we outline the roles and responsibilities between the Wellington North Farmers Market and the Victory Church and Community Centre, and the following reflects this agreement for 2024:

**TOWNSHIP OF WELLINGTON NORTH FARMERS' MARKET
ROLES AND RESPONSIBILITIES AGREEMENT WITH
THE VICTORY CHURCH AND COMMUNITY CENTRE**

This document shall serve as an agreement between the two above noted parties in coordination with the Wellington North Farmers' Market

The market will be located in the parking lot at the Victory Community Centre 320 King Street East in Mount Forest and will run each Saturday morning from 8:30am till noon, from June 15th to September 28th, 2024.

The Township of Wellington North Agrees to:

- Plan all aspects that pertain to the Wellington North Farmers' Market and act as the governing body, working in conjunction with the organizing committee and community.
- Implement and regulate vendor agreements and allow vendors to access municipal hydro as needed,
- Process vendor fees and perform all financial management & reporting for the Market,
- Carry liability insurance, specific to Local Community Insurance Services Facility Users and Events,
- Ensure Municipal Road closure is prepared and approved for Market dates,
- Provide backup support to the Market Manager in the event of vacation or other absence,
- Position the Victory Church and Community Centre as the official Sponsor and include logo in all outgoing communication pieces.

The Victory Church and Community Centre Agrees to:

- Act as the Wellington North Farmers' Market Official Sponsor in exchange for:
 - Indoor access for use of water and washroom facilities for vendors and patrons
 - Use of indoor venue for vendors and patrons when inclement weather is incurred.
 - Act as the market manager - to assist with erecting and dissembling signage on market days and to be a go-to source for vendors and the public.
 - Help to promote the market and recruit new vendors,
 - Participate in Wellington County Farmers Market/Market Manager meetings & discussions,
 - Collect vendor fees from day-to-day vendors,
 - Provide programming to the market as agreed upon: I.E., provide music, set-up cafe, etc.
 - Provide information on your organization to patrons only upon request, or in a controlled setting, I.E., an information kiosk or booth!
- Provide proof of liability insurance

Dated this 12th day of February 2024



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Mandy Jones, Manager Community & Economic Development
 REPORT #: C&ED 2024-005
 REPORT TITLE: Volunteer Celebration & Newcomer Welcome

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive report C&ED 2024-005 being a report on National Volunteer Week and the upcoming Volunteer Celebration and Newcomer Welcome;

AND THAT Council, supports the Mayor's proclamation, proclaiming April 14th – 20th, 2024, as National Volunteer Week,

AND FURTHER THAT Council invites all volunteers and newcomers in our community to join us on Thursday April 18th, 2024, from 4:30pm -7:00pm at the Arthur & Area Community Centre for a Volunteer Celebration and Newcomer Welcome.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- EDO 2022-013 Volunteer Engagement Program
- EDO 2023-003 National Volunteer Week, Volunteer Celebration & Newcomer Welcome

BACKGROUND

National Volunteer Week provides us with the opportunity to recognize our local volunteers as part of a Nationwide program. This year the theme for National Volunteer Week is *Every Moment Matters* which highlights the importance of every volunteer and each contribution they make at a moment when we need support more than ever. The sharing of time, skills, empathy, and creativity is vital to the inclusivity, strength, and well-being of our communities.

Volunteer Celebration & Newcomer Welcome: For the past few years Wellington North has hosted both a spring and fall Volunteer Celebration & Newcomer Welcome. The spring event is held in Arthur during National Volunteer Week and the fall event in Mount Forest during Culture Days. 200+ attendees typically participate at these events which also include information tables setup by our community service and volunteer organizations. At the spring

event we also recognize the recipient of the Senior of the Year award, and in the fall the recipients of our Ontario Volunteer Service Awards.

Recreation Master Plan: Approved in the 2018 Recreation Master Plan; Recommendation number 5 is to “create a volunteer recognition and awards program to celebrate outstanding achievements and contributions to recreation services in the Township, and lend support to volunteer information networks where possible.”

ANALYSIS

This year **National Volunteer Week** is from April 14th – 20th, 2024. During National Volunteer Week we celebrate the contributions of Canada’s millions of volunteers: their actions, their understanding, and their genuine concern for the world around them. Locally, Wellington North’s volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and the collective result of the work done by our community’s volunteers is that the Township of Wellington North is a more desirable place to live, work and play.

By proclaiming April 14th – 20th as National Volunteer Week, council and staff urge our fellow citizens to recognize the crucial role played by volunteers in our community. Full Mayors proclamation is included as attachment A to this report and will be released in March.

This year our spring **Volunteer Celebration and Newcomer Welcome** will take place in Arthur on April 18th, 2024. As part of the celebration, we will once again invite all community and volunteer organizations to setup information tables and the Senior of the Year recipient, approved by council last fall, will also be recognized.

Welcome, speeches and presentations will start at 5:00pm followed by a cake cutting and catered meal. A Press Release is included as attachment B to this report and will be released tomorrow inviting all Volunteers and Newcomers in our community to join us for this free event. The celebration will take place between 4:30pm - 7:00pm at the Arthur & Area Community Centre (158 Domville St. Arthur). While this is a free event, registration will be required either through Eventbrite or by calling Brianna Gordon at 519.848.3620 ext. 4242.

CONSULTATION

Positive feedback from previous events.

FINANCIAL CONSIDERATIONS

Capital: None

Operating: \$17,500 has been allocated to Volunteer Engagement in the 2024 budget

Staffing Implications: Included within the Community & Economic Development team

ATTACHMENTS

Attachment A: National Volunteer Week proclamation

Attachment B: Press Release Volunteer Celebration & Newcomer Welcome.

STRATEGIC PLAN 2024

- Shape and support sustainable growth.
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity

How: Wellington North is working hard to be a welcoming community and these events are just one way we can accomplish this. We can never thank our volunteers enough however holding these celebrations is a good way to acknowledge the value they play in our community
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



Mayors Proclamation : Volunteer Week

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in the Township of Wellington North mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in the Township of Wellington North continually step up to support families, friends, neighbours, and strangers, and for people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, the Township of Wellington North's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our communities volunteers is that the Township of Wellington North is a more desirable place to live; and

WHEREAS, organizations in the Township of Wellington North that rely on volunteers include such fundamental organizations as the Louise Marshall Hospital, Cancer Patient Services, MF Community Pantry, Arthur FoodBank, Lynes Blacksmith Shop, MF Fireworks Festival, Agricultural Society, Historical Societies, Horticultural Societies, Lions Clubs, Optimist Clubs, and many more, and

NOW, THEREFORE, I, Andy Lennox, Mayor of the Township of Wellington North do hereby proclaim April 14th – 20th 2024, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.



FOR RELEASE February 13th, 2024

The Township of Wellington North is pleased to invite all volunteers and newcomers in our community to join us on Thursday April 18th, for a Volunteer Celebration & Newcomer Welcome.

This celebration will be held between 4:30pm - 7:00pm at the Arthur & Area Community Centre (158 Domville Street). The event will include displays from a variety of community organizations, Mayor's welcome, presentations and cake cutting starting at 5:00pm with a catered dinner at 5:30pm. If you have recently moved to the area this is an opportunity to learn more about your community, ask questions and receive a welcome bag full of useful information and goodies. You can also grab a recycling bin if you have not already done so!

This is a free event, however, **registration will be required**, and can be completed at the following Eventbrite link up until April 5th: <https://www.eventbrite.com/e/volunteer-and-newcomer-celebration-tickets-798660183107?aff=oddtcreator> You can also contact Brianna at the Municipal Office at 519.848.3620 ext. 4242.

This celebration will fall during National Volunteer Week which runs from April 14th – 20th. This year the theme for National Volunteer Week is *Every Moment Matters* which highlights the importance of every volunteer and each contribution they make at a moment when we need support more than ever. The sharing of time, skills, empathy, and creativity is vital to the inclusivity, strength, and well-being of our communities.

Mayor Andrew Lennox: "Volunteers are the heart of Wellington North, and we look forward to recognizing and celebrating volunteerism in our community, and also welcoming our newcomers and showing to you that Wellington North is a great place to live, work and raise a family. Please come out and join us on April 18th."

-30-

Mandy Jones
Manager Community & Economic Development

2/06/24

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
80076	Bell Mobility	1/22/24	\$1,176.71
80077	Cdn Tire Associate Store	1/22/24	\$50.84
80078	Chalmers Fuels Inc	1/22/24	\$1,944.24
80079	ECOpainters	1/22/24	\$97.18
80080	Edley Imagineering Inc.	1/22/24	\$1,661.10
80081		1/22/24	\$100.00
80082		1/22/24	\$2,100.00
80083	James Thoume Construction Ltd.	1/22/24	\$57,324.90
80084	Jim's Auto Service	1/22/24	\$268.37
80085	Norsco Sports	1/22/24	\$2,060.98
80086	PepsiCo Beverages Canada	1/22/24	\$682.00
80087	Staples Professional	1/22/24	\$505.20
80088	Telizon Inc.	1/22/24	\$763.06
80089	Enbridge Gas Inc.	1/22/24	\$82.06
80090	Wightman Telecom Ltd.	1/22/24	\$726.22
EFT0006170	A J Stone Company Ltd.	1/22/24	\$430,843.60
EFT0006171	Arthurs Fuel	1/22/24	\$2,216.43
EFT0006172	BackSpace Computer	1/22/24	\$4,576.50
EFT0006173	Canada's Finest Coffee	1/22/24	\$63.00
EFT0006174	CARQUEST Arthur Inc.	1/22/24	\$200.26
EFT0006175	Clark Bros Contracting	1/22/24	\$7,797.00
EFT0006176	County of Wellington	1/22/24	\$128,114.05
EFT0006177	Duncan, Linton LLP, Lawyers	1/22/24	\$6,548.77
EFT0006178	Eric Cox Sanitation	1/22/24	\$964.65
EFT0006179		1/22/24	\$18,840.00
EFT0006180	Ideal Supply Inc.	1/22/24	\$63.26
EFT0006181	K Smart Associates Limited	1/22/24	\$4,260.10
EFT0006182	Maple Lane Farm Service Inc.	1/22/24	\$1,335.26
EFT0006183	Midwest Co-operative Services	1/22/24	\$40.64
EFT0006184	Print One	1/22/24	\$56.50
EFT0006185	Resurface Corporation	1/22/24	\$203.40
EFT0006186	ROBERTS FARM EQUIPMENT	1/22/24	\$575.35
EFT0006187	Shred All Ltd.	1/22/24	\$146.90
EFT0006188	Suncor Energy Inc.	1/22/24	\$7,520.26
EFT0006189	Toromont Industries Ltd.	1/22/24	\$640.08
EFT0006190	Young's Home Hardware Bldg Cen	1/22/24	\$417.59
80094	Twp of Wellington North	1/30/24	\$569.52
80095	WATSON & ASSOCIATES ECONOMISTS	1/30/24	\$4,373.95
80096	Wellington Catholic Dist Sch B	1/30/24	\$24,760.00
EFT0006191		1/30/24	\$3,906.41

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0006192	B M Ross and Associates	1/30/24	\$7,625.02
EFT0006193	CFRS Inc.	1/30/24	\$24,797.51
EFT0006194	County of Wellington	1/30/24	\$331,415.66
EFT0006195	Harold Jones Enterprises	1/30/24	\$20.36
EFT0006196	Hort Manufacturing (1986) Ltd.	1/30/24	\$107.67
EFT0006197	R&R Pet Paradise	1/30/24	\$3,380.42
EFT0006198	Terryberry	1/30/24	\$1,035.79
EFT0006199	Teviotdale Truck Service & Rep	1/30/24	\$536.19
EFT0006200	Upper Grand Dist School Board	1/30/24	\$88,880.00
EFT0006201	Wellington North Power	1/30/24	\$6,422.92
EFT0006202	World Water Operator Training	1/30/24	\$429.40
80097	Assoc Ont Road Superintendents	2/05/24	\$254.25
80098	Arthur ACE Hardware	2/05/24	\$77.94
80099	Backroad Custom Steel Signs &	2/05/24	\$1,356.00
80100		2/05/24	\$1,900.00
80101	Bi-Tech Contracting Inc.	2/05/24	\$1,900.00
80102	Cdn Tire Associate Store	2/05/24	\$161.53
80103	Chalmers Fuels Inc	2/05/24	\$1,057.04
80104	Cloudpermit Inc.	2/05/24	\$5,650.00
80105	DataFix	2/05/24	\$2,203.50
80106	Golden Triangle Door Automatio	2/05/24	\$220.35
80107	Hydro One Networks Inc.	2/05/24	\$3,748.17
80108	Information Network Systems	2/05/24	\$305.10
80109	Jim's Auto Service	2/05/24	\$124.30
80110	Manulife Financial	2/05/24	\$42,378.68
80111	Mount Forest Foodland	2/05/24	\$11.96
80112		2/05/24	\$1,900.00
80113	Peavey Mart	2/05/24	\$32.76
80114	Perfectmind Inc	2/05/24	\$678.00
80115		2/05/24	\$1,900.00
80116		2/05/24	\$279.65
80117		2/05/24	\$1,900.00
80118	Smart Workplace	2/05/24	\$337.87
80119	Smyth Welding & Machine Shop L	2/05/24	\$1,411.02
80120	The National Payroll Institute	2/05/24	\$350.30
80121	Tom Shupe Plumbing & Heating	2/05/24	\$936.71
80122	Enbridge Gas Inc.	2/05/24	\$4,019.67
80123		2/05/24	\$1,900.00
80124	Wightman Telecom Ltd.	2/05/24	\$135.36
EFT0006203	Agrisan SC Pharma	2/05/24	\$7,589.18
EFT0006204	A J Stone Company Ltd.	2/05/24	\$2,745.90
EFT0006205	CARQUEST Arthur Inc.	2/05/24	\$68.25
EFT0006206	CIMA Canada Inc.	2/05/24	\$32,282.75
EFT0006207	Coffey Plumbing, Div. of KTS P	2/05/24	\$930.16
EFT0006208	County of Wellington	2/05/24	\$1,355.00
EFT0006209	Domm Construction Ltd	2/05/24	\$18,365.93

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0006210	Excel Business Systems	2/05/24	\$181.55
EFT0006211	Ideal Supply Inc.	2/05/24	\$42.36
EFT0006212	Industrial Alliance Insurance	2/05/24	\$187.89
EFT0006213	International Trade Specialist	2/05/24	\$28.20
EFT0006214	J J McLellan & Son	2/05/24	\$400.64
EFT0006215	Karl Aitken Carpentry & Genera	2/05/24	\$4,300.00
EFT0006216	Maple Lane Farm Service Inc.	2/05/24	\$152.78
EFT0006217	Midwest Co-operative Services	2/05/24	\$784.42
EFT0006218	Officer's Auto Care Inc.	2/05/24	\$158.03
EFT0006219	Paradigm Transportation Soluti	2/05/24	\$5,085.00
EFT0006220	Print One	2/05/24	\$831.68
EFT0006221	Purolator Inc.	2/05/24	\$16.63
EFT0006222	Resurfice Corporation	2/05/24	\$306.51
EFT0006223	Risolv IT Solutions Ltd	2/05/24	\$12,651.57
EFT0006224	Rural Routes Pest Control Inc.	2/05/24	\$97.02
EFT0006225	Shred All Ltd.	2/05/24	\$220.35
EFT0006226	Suncor Energy Inc.	2/05/24	\$3,374.01
EFT0006227	Saugeen Valley Conservation	2/05/24	\$44,917.00
EFT0006228	Teviotdale Truck Service & Rep	2/05/24	\$2,764.39
EFT0006229	UnitedCloud Inc.	2/05/24	\$584.86
EFT0006230	Upanup Studios Inc.	2/05/24	\$1,932.30
EFT0006231		2/05/24	\$271.19
EFT0006232	Viking Cives Ltd	2/05/24	\$355.56
EFT0006233	Wellington Advertiser	2/05/24	\$1,228.72
EFT0006234	Wellington North Power	2/05/24	\$65,824.17
EFT0006235	W. Schwindt & Sons Bldg Const	2/05/24	\$4,300.00
	Total Amount of Cheques:		\$1,474,691.44



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance
 REPORT #: TR 2024-001
 REPORT TITLE: Financing Strategies for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade

RECOMMENDED MOTION

THAT the Council of the Township of Wellington North receive Report TR 2024-001 financing strategies for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade;

AND THAT Council acknowledge the necessity of a blended financing approach, which may include; Own Source Funds, Grant Funding, Developer Upfront Costs, and the exploration of a Municipal Service Corporation (MSC);

AND FURTHER THAT Council direct staff to apply for grant funding through the Housing-Enabling Water Systems Fund and to explore other opportunities as appropriate;

AND FURTHER THAT Council direct staff to allocate an initial \$3,645,000 million from Own Source Funds representing 27% of the total project cost, fulfilling the application requirements of Housing-Enabling Water Systems Fund;

AND FURTHER THAT Council direct staff to return with a detailed report assessing the total accumulated funds after hearing back on the status of the Housing-Enabling Water System Fund grant application and the remaining balance required for the project, and to maintain open communication with the County of Wellington for potential loan opportunities for this balance;

AND FURTHER THAT Council direct staff to develop a framework for front-end agreements with developers for future consideration;

AND FURTHER THAT Council authorize the exploration and feasibility of establishing a Municipal Service Corporation (MSC) for this and future major capital projects.

- TR 2023-012, 2024 Operating and Capital Budget
- OPS 2023-033 Arthur Wastewater Treatment Plant Expansion Phase 2
- OPS 2023-012 Report on Growth
- OPS 2021-012 Report to prioritize major Wellington North water and wastewater capital projects.
- OPS 2020-027 Report on the Arthur Wastewater Treatment Plant Phase 1 upgrade financial update.
- OPS 2020-027 Arthur Wastewater Treatment Plant Phase 1 Upgrade Financial Update
- CAO 2019-002 Arthur Wastewater Treatment Plant Upgrade – Construction Tender Award
- 2019 Capital Budget – Arthur WWTP Expansion Phase 1
- TR2018-017 Report to Council-Consulting Engineer Services for Phase 1 Construction AV WWTP
- CAO 2017-016 Report to Council-Engineer Consultant Design Proposal Review

BACKGROUND

The Arthur Wastewater Treatment Plant – Phase 2 Upgrade is a critical infrastructure project for the Township of Wellington North, essential for meeting the growing needs of the community. Once completed and put into operation, Phase 2 will increase wastewater capacity from 1,860 m³/day to 2,300 m³/day (converting to approximately an additional 400 equivalent residential units). With an estimated cost of \$13.5 million, this report evaluates the financial strategies to cover this investment, considering the township's current economic landscape, including a prime rate of 7.20% and prevailing inflationary pressures. This comprehensive analysis recommends a blended financing approach, leveraging Own Source Funds, Grant Funding, Developer Upfront Costs, Debt Financing, and the exploration of a Municipal Service Corporation (MSC) for this and future projects.

The Phase 2 Upgrade of the Arthur Wastewater Treatment Plant is necessitated by increased demand and the township's growth objectives. The township has approximately \$8.3 million available in development charges, reserves, and reserve funds, which can contribute towards this project. However, fully utilizing these funds substantially impacts the township's liquidity, making the exploration of additional financing avenues imperative.

The current economic climate is characterized by a prime rate of 7.20% and ongoing inflationary pressures, which pose challenges for municipal financing. The high prime rate impacts the cost of borrowing, making debt financing more expensive. However, the anticipated decrease in interest rates in the latter half of the year offers a strategic window for

securing debt at more favorable terms. Staff have identified alternatives in developer upfront agreements, exploration of a municipal service agreement and grant funding.

ANALYSIS

Own Source Funds:

Own Source funds refers to the financial resources that the Township of Wellington North has accumulated through various means such as development charges, reserves, and reserve funds. These funds are generated internally through the township's operations. Utilizing Own Source Funds carries the significant advantage of reducing the need for debt financing, thus avoiding the burden of interest payments that would accrue over time. This method of financing allows the township to capitalize on the immediate availability of these funds, ensuring that the project can commence without the delays often associated with the processes of securing loans or awaiting grant approvals.

However, this strategy is not without its challenges. Allocating a substantial portion of the township's reserves and funds to the project significantly impacts its liquidity, potentially constraining the township's ability to respond to unforeseen expenditures or to fund other necessary capital projects in the near term. This necessitates a careful balancing act, ensuring that sufficient liquidity is maintained to safeguard against fiscal uncertainties.

The current economic conditions, characterized by inflation rates that is higher than the township's annual user fee increase of 1.5%, based on the township water and sewer rate study, a rate that has fallen below the annual inflation rates observed over the last few years, further complicate this financial strategy. Such a discrepancy between the rate of inflation and the adjustment of user fees could potentially reduce Own Source Funds over time.

Staff are actively exploring a Housing-Enabling Water Systems Fund application, which stipulates that municipalities may nominate one project for up to a maximum request of \$35 million, with cost-sharing at 73% provincial funding and 27% by the municipality. Importantly, this 27% municipal portion can be augmented by other funds, including additional grants, and development charges can be applied towards this contribution. Allocating \$3,645,000 million at this initial stage from Own Source Funds represents a substantial commitment of the township's financial resources to the completion of the project's total cost.

Developer Upfront Financing Agreements:

Developer Upfront Costs refer to a financing arrangement where property developers contribute funds at the outset of a municipal infrastructure project, such as the Arthur Wastewater Treatment Plant – Phase 2 Upgrade. These contributions can include, but are not limited to, advanced payment of development charges, and additional fees or levies that go beyond standard development charges. The concept leverages the direct financial involvement of developers in the funding of infrastructure projects that are essential for their current and future developments within the municipality.

In practice, Developer Upfront Costs are negotiated between the municipality and developers through agreements that detail the amount, timing, and conditions under which the contributions are made. These funds are used to finance critical infrastructure developments, enabling projects to proceed without solely relying on municipal funds or debt financing. The upfront costs paid by developers are often offset against their future obligations, such as development charges or may be structured as additional contributions reflecting the enhanced value or expedited approval of their developments.

The Town of Erin's precedent, where developers contributed \$94 million upfront towards a \$118-million wastewater treatment facility and collection system project, offers a model. Such agreements could mitigate the immediate financial burden on the township, providing a source of funding that aligns the interests of developers with the community's infrastructure needs. This approach requires negotiation to ensure agreements are both attractive to developers and in the township's best interest – for example aligned with the phased growth plans that represent good planning, logical and efficient expansion of infrastructure and matching growth with the ability to support associated community services (for example schools and healthcare). Additional per-unit charges, beyond standard development charges, represent a way to ensure developers contribute to the long-term sustainability of township infrastructure. In Erin case, additional \$7-10K per lot were levied on the developers alongside the upfront development charges.

There are also recent examples of agreements in Prince Edward County. In this case, the developer provided letters of credit amounting to \$4 million and agreed to pay all its development charges upfront at the time they receive final approval of their plan of subdivision, rather than paying at the time when building permits are issued. This approach not only signals the developer's commitment but also secures municipal resources for

supporting new housing developments, emphasizing the principle that growth should pay for growth. Such strategic agreements enable the municipality to plan and execute necessary infrastructure improvements, ensuring that the financial burden of growth-related infrastructure does not fall disproportionately on existing residents.

These examples highlight the potential benefits of Developer Upfront Costs as a financing strategy. By adopting a similar approach, we can secure necessary upfront funding for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade.

Staff are now seeking direction from council to further review this concept and come back with a framework for consideration.

Grant Funding:

Grant funding is particularly attractive for municipal projects like this, offering a way to finance large-scale infrastructure improvements without the need to resort to extensive borrowing or tapping into limited Own Source Funds. This approach not only preserves the township's fiscal health but also supports strategic community development by ensuring that necessary services are upgraded to meet future demands. The Housing-Enabling Water Systems Fund, aimed at enhancing water and wastewater systems to enable housing development, directly aligns with the township's objectives to support growth and accommodate increasing residential needs. Similarly, the Building Faster Fund, with its focus on accelerating key infrastructure projects that facilitate economic growth and community development, offers a pathway to expedite the Phase 2 Upgrade while aligning with provincial priorities to increase housing supply and stimulate local economies. Once completed and put into operation, Phase 2 will increase wastewater capacity from 1,860 m³/day to 2,300 m³/day (converting to approximately an additional 400 equivalent residential units). Without this investment, further growth (beyond some incremental units) will not be possible.

Staff are currently working with our consulting engineers CIMA+ Canada Inc. to prepare an application for the Housing-Enabling Water Systems Fund, applications open on Monday Jan 29 and close April 19, the province will notify successful/unsuccessful recipients in the summer of 2024. Staff are also reviewing funding opportunities from other programs that align with this capital need for application with a hope of reducing the overall financial burden on borrowing or using own source funds.

Debt Financing:

Currently, the Township is servicing two debts: a \$3 million loan for the Mount Forest Wastewater Treatment Plant secured in 2004 at a 5.84% interest rate to conclude in August 2024, and a \$4.7 million loan for the Arthur Wastewater Treatment Plant Phase 1 upgrade, with repayments extending to 2031 at 3.65%. The conclusion of the Mount Forest loan offers a potential easing of financial pressures, which could be strategically advantageous.

Borrowing to fund the remaining project cost for the phase 2 cost is a one of the options.

Securing debt through the County of Wellington could offer more favorable terms, given the consolidated borrowing power with the other municipalities. However, the current high prime rate (7.2%) poses a challenge, making it imperative to time the borrowing to coincide with anticipated rate decreases later in the year.

Debt financing allows the township to spread the substantial cost of the upgrade over its useful life, ensuring that future beneficiaries share in the financial responsibility.

Municipal Service Corporation (MSC):

Exploring the establishment of an MSC under the guidelines provided by O. Reg. 599/06 introduces a forward-thinking approach to municipal finance. According to O. Reg. 599/06, A Municipal Service Corporation (MSC) is a legal entity created by a municipality to manage and finance specific services or projects. This concept is gaining traction as an innovative approach for municipalities to undertake significant projects, like infrastructure upgrades, without directly impacting their financial statements or straining their budgets.

An MSC can be established by a municipality to provide systems, services, or projects. The MSC would be a wholly owned corporation, meaning all its shares are owned by the municipality or jointly with other public sector entities. An MSC can manage and finance services more flexibly than traditional municipal structures, potentially generating revenue and issuing debt independently. This option could serve not only the current project but also future initiatives, providing a sustainable financial mechanism for the township. The establishment of an MSC requires a comprehensive business case study, adherence to asset transfer policies.

Staff is requesting council direction to conduct further review into this option. A detailed exploration and feasibility study is important. This effort will highlight the MSC model's advantages, operational nuances, and challenges and viability as a financial strategy for the Township of Wellington North for capital projects.

In conclusion, Staff are of the opinion that waiting for the outcome of the Housing-Enabling Water System Fund grant application is the most prudent step before finalizing our financing strategy for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade. This approach allows us to accurately assess our total accumulated funds and the remaining balance needed for the project. In the interim, we recommend allocating an initial \$3,645,000 million from Own Source Funds representing 27% of the total project cost, fulfilling the application requirements of Housing-Enabling Water Systems Fund, maintaining open communication with the county for potential loan opportunities and beginning to develop frameworks for future Developer Upfront Financing Agreements and exploring the feasibility of establishing a Municipal Service Corporation. This strategy ensures that we are fully prepared to move forward with a clear, comprehensive financial plan once the grant status is confirmed.

CONSULTATION

Staff consulted with the Township's CAO, Senior Project Manager and Manager of Environmental Services. Consultation with Township's consulting engineer CIMA+ Canada Inc. also was included in this process.

FINANCIAL CONSIDERATIONS

Capital: \$13.5 million estimated for this project and presented to council as part of the 2024 Capital Projects budget. Initial project cost to complete the tender documents, tender drawings and consulting engineering for the tendering period are covered with the approved \$148,000 by council in 2023, additional initial expenses will be covered from the proposed \$3,645,000 own source allocation.

Operating: N/A

Staffing Implications: N/A

ATTACHMENTS

Attachment 1 – Revised Work Plan

STRATEGIC PLAN 2024

- Shape and support sustainable growth.

How: The financing and successful completion of the Arthur Wastewater Treatment Plant – Phase 2 Upgrade will significantly shape and support sustainable growth in the

Township of Wellington North by enhancing essential infrastructure, thus enabling the community to meet current demands and future development needs effectively. ⁰⁷³

- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making.
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒

TR 2024-001 - Attachment 1

Wastewater Treatment Plant Phase 2 Expansion
February 2024 Revised Work Plan**Proposed Next Steps:**

Winter 2023	Consulting Engineer completes detailed design, permits and approvals, forcemain transient analysis and tender package.
Winter 2023	Council decision point to include project in 2024 capital budget.
Summer 2024	Province announce projects that are awarded the Housing-Enabling Water System Fund.
Late Summer 2024	Tender period.
Fall 2024	Award of contract and start of construction phase.
Fall 2024	Current freeze to Arthur Sewage Allocation is lifted.
End of 2025	Completion of construction.
End of 2025	Arthur Wastewater Treatment Plant Phase 2 put into operations with increased capacity from 1,860 m ³ /day to 2,300 m ³ /day converting to approximately an additional 400 equivalent residential units.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Stevenson, Senior Project Manager
 REPORT #: INF 2024-002
 REPORT TITLE: Parking Control

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-002 Parking Control;

AND THAT Council authorize the installation of regulatory signs as required;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 6000-2023 being a by-law to regulate parking.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

CLK 2023-015 – Parking Control

BACKGROUND

The proposed by-law amendment is a housekeeping update to reflect no parking signs and other transportation related changes that have occurred in the Township during the past year due to growth. The amendment also includes temporary bus unloading zones required to facility the temporary school zones for St. Mary's Catholic School located at the St. Mary's Catholic Church on Parkside Drive and the First Baptist Church on Wellington Street in Mount Forest due to a recent fire at their facility.

ANALYSIS

Additions to Parking Control Bylaw amendment

Schedule E – No Parking Zones:

- Preston Street, west side, between Domville Street to Smith Street, anytime.
- Tucker Street, west side, between Domville Street to Eliza Street, anytime.

- Durham Street, south side, from Normandy Street to a point ± 17 m east of Normandy Street, anytime.

Schedule G School Bus Loading Zones:

- Parkside Drive, east side, between York Street and ± 35 metres south of Queen Street East.
- Wellington Street East, north side, between ± 33 metres east of Fergus Street and ± 70 metres west of Egremont Street.

Corrections to Parking Control Bylaw amendment

Schedule E – No Parking Zones:

- Smith Street, west side only, from Frederick Street to a point ± 75 metres north of Frederick Street.
- Foster Street, east side, from a point ± 45 metres south of Sligo Road to a point ± 15 metres north of Durham Street West.

CONSULTATION

Manager of Transportation, Wellington Dufferin Student Transportation Services and Wellington Catholic District School Board.

FINANCIAL CONSIDERATIONS

Operating – cost of purchasing regulatory signs

Staffing Implications – existing staff time to install regulatory signage

ATTACHMENTS

By-law 010-2024 attached in this agenda

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- 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: 2024-02-12

MEETING TYPE: Open

SUBMITTED BY: Corey Schmidt, Manager Environment & Development Services
Sara McDougall, Process Compliance Analyst
Kyle Davis, Risk Management Official

REPORT #: ENV 2024-001

REPORT TITLE: 2023 Drinking Water Systems Annual & Summary Report

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive report ENV 2024-001 being a report on the Township's 2023 Drinking Water Systems Annual & Summary Report;

AND FURTHER THAT Council directs staff to submit the report to the applicable agencies and make the report available to the public.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- OPS 2023-007 Township's 2022 Drinking Water Systems Annual & Summary Report

BACKGROUND

The Township of Wellington North has a requirement under Ontario Regulation 170/03, a regulation made under the Safe Drinking Water Act, 2002, to complete an annual report (Section 11) and a summary report (Schedule 22) on the municipal drinking water system it operates. Both reports must be available to the public and the summary report must be submitted to the drinking water system owner.

The Environmental Services department has consolidated these report requirements into one comprehensive report that covers the requirements of Section 11 and Schedule 22 for both municipal water systems. Section 11 is to be made available to the public by February 28th and Schedule 22 is to be received by Council and made available to the public upon approval and no later than March 31st.

A copy of the consolidated report is attached as Schedule A.

ANALYSIS

This report received by Council satisfies the annual and summary reporting requirements of Section 11 and Schedule 22 of the Ontario Regulation 170/03.

CONSULTATION

None

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

Schedule A – 2023 Drinking Water Systems Annual & Summary Report – dated February 1, 2024

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



Annual and Summary Report

For the Period of Jan. 1, 2023 to Dec. 31, 2023

For Arthur and Mount Forest Drinking Water Systems

Prepared By:

Sara McDougall, Process and Compliance Analyst
Environmental Services Department

Revision Date: February 1, 2024

Table of Contents

Introduction.....	1
Systems Overview.....	2
Arthur Drinking Water System.....	2
Mount Forest Drinking Water System.....	3
Summary Report.....	4
a) Incidents of Regulatory Non-Compliance.....	4
b) Adverse Water Quality Incidents.....	4
c) Summaries of Flow Rates and Water Supply Capacities	5
d) Raw and Treated Water Quality.....	8
e) Significant Expenses Incurred.....	23
f) Source Water Protection.....	23

List of Tables

Table 1: Arthur Well 7b Flows	5
Table 2: Arthur Well 8a Flows.....	5
Table 3: Arthur Well 8b Flows.....	6
Table 4: Mount Forest Well 3 Flows.....	6
Table 5: Mount Forest Well 4 Flows	7
Table 6: Mount Forest Well 5 Flows.....	7
Table 7: Mount Forest Well 6 Flows	8
Table 8: O. Regulation 170/03 Schedule 7-2, Distribution Free Chlorine Residual Summary.....	8
Table 9: O. Regulation 170/03 Schedule 7-3, Raw Turbidity Sampling Summary.....	9
Table 10: O. Regulation 170/03 Schedule 10-4, Raw Bacteriological Sampling Summary	9
Table 11: O. Regulation 170/03 Schedule 10-3, Treated Bacteriological Sampling Summary	9
Table 12: O. Regulation 170/03 Schedule 10-2, Distribution Sample Summary.....	10
Table 13: O. Regulation 170/03 Schedule 13-7, Nitrite and Nitrate Sampling Results Summary.....	11
Table 14: O. Regulation 170/03 Schedule 23 Results Arthur Well #7b	11
Table 15: O. Regulation 170/03 Schedule 23 Results Arthur Well #8	12
Table 16: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #3	12
Table 17: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #4.....	12
Table 18: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #5	13
Table 19: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #6	13
Table 20: O. Regulation 170/03 Schedule 24 Results for Arthur Well #7b	14
Table 21: O. Regulation 170/03 Schedule 24 Results for Arthur Well #8	15
Table 22: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #3	16
Table 23: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #4	17
Table 24: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #5	18
Table 25: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #6	19
Table 26: O. Regulation 170/03 Schedule 13-8 and 13-9, Fluoride and Sodium Results	21
Table 27: O. Regulation 170/03 Schedule 15.1, Lead, Alkalinity and pH Results.....	22

Introduction

Purpose

The purpose of this report is to provide information to several stakeholders and to satisfy the regulatory requirements of the Safe Drinking Water Act (SDWA), reporting required under Ontario Regulation 170/03 (Section 11 and Schedule 22). The report is a compilation of information that helps to demonstrate the ongoing provision of safe, consistent supply of high-quality drinking water to customers located within the Township of Wellington North (Arthur and Mount Forest).

Scope

This Annual and Summary report includes information from both Mount Forest and Arthur Drinking Water Systems for the period of January 1st to December 31st, 2023 (unless otherwise noted). The report is a collection of information that was previously found in two separate reports (Annual Report and Summary 22 Report to Council). The information is required to be reported to the following:

- the Drinking Water System Owners (Township of Wellington North Council);
- the public and customers

This report satisfies the requirements of both the Safe Drinking Water Act (SDWA) and Ontario Regulation 170/03:

-Section 11, Annual Reports which includes:

- a brief description of the drinking water systems;
- a list of water treatment chemicals used;
- a summary of the most recent water tests results required under O. Reg.170/03 or an approval, Municipal Drinking Water License (MDWL) or order;
- a summary of adverse test results and other issues reported to the Ministry including corrective action taken;
- a description of major expenses incurred to install, repair or replace required equipment;
- the location where this report is available for inspection/review.

And;

-Schedule 22, Summary Report which includes:

- list the requirements of the Safe Drinking Water Act, the Regulations, Drinking Water Works Permits (DWWP), Municipal Drinking Water License (MDWL), and any orders applicable to the system that were not met at any time during the period covered by the report;
- for each requirement that was not met, the duration of the failure and measures that were taken to correct the failure;
- a summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows; and
- a comparison of this information to the rated capacity and flow rates approved in the system's approval, DWWP and/or MDWL.

This report satisfies applicable requirements for both the Arthur and Mount Forest Drinking Water Systems.

A copy of this report is available for viewing online at www.wellington-north.com

Inquiries can be made by emailing smcdougall@wellington-north.com or by calling 519-848-3620 x 4628

Notice

Please note that every reasonable effort is made to ensure the accuracy of this report. This report is published with the best available information at the time of the publication. In the event that errors or omissions occur, the online report will be updated. Please refer to the online version of the report for the most current version.

Systems Overview

The role of the water department is to provide customers and the community with safe, consistent supply of high-quality drinking water while meeting, exceeding, and continually improving on legal, operational, and quality management system requirements.

The Arthur and Mount Forest drinking water systems are Class II Water Distribution and Supply Subsystems, composed of groundwater wells and water distribution systems. From January 1st to December 31st, 2023, certified staff of three Operators, one Lead Hand, one Manager and one Process Compliance Analyst operated and maintained the systems.

The water department received full scope reaccreditation to the Drinking Water Quality Management Standard after a successful off-site audit on October 4th, 2023 conducted by a third-party accreditation body. This full accreditation satisfies part of the requirements under the Municipal Drinking Water Licensing Program.

Arthur Drinking Water System

Arthur's municipal drinking water system provides water for a permanent population of approximately 2,628, comprised of approximately 1,258 residential connections and 111 Industrial/Commercial/Institutional (ICI) connections. ICI customers are fully metered and residential units are on a flat rate system. Arthur has approximately 21 km of water main.

The Arthur water system is comprised of three drilled wells, two pump houses, two elevated storage tanks and a water distribution system. The township uses 12% sodium hypochlorite for disinfection. Sodium silicate is used for iron sequestering at Well #7 and Waterworx is used at Well #8 for manganese sequestering. Each well is equipped with one well pump, discharge piping, and disinfection equipment. Well #8 is equipped with a back-up diesel generator. The system's supply for fire protection, peak demands and emergencies, is stored within two elevated storage tanks, one with a capacity of 1137 m³ and one with a capacity of 227m³.

The well pumps and associated metering pumps are started and stopped based on the water level in elevated tank number one. Once the low water level in the tank has been reached, the pump stations are called upon to supply the distribution system with the excess filling the elevated storage tanks to the normal top water level. This system is a demand/storage system. When the level drops below the lead pump start level, the lead well pump will start. If the level continues to drop, the next duty pump in

sequence will start. All pumps stop at the normal top water level until the water level drops in elevated tank number one and the pumps are required again. Whenever all pumps have stopped; the pump sequence changes. Pumps removed from service are automatically skipped.

From January 1st to December 31st, 2023, a total of 379,115.14 cubic meters of water was treated and pumped to the system. The average daily water demand was 1038.37 cubic meters. The highest daily use of water occurred on June 2, 2023 when 1,534.98 cubic meters of water was pumped.

Mount Forest Drinking Water System

Mount Forest's municipal drinking water system provides water for a permanent population of approximately 5,040, comprised of approximately 2,230 residential connections and 242 ICI connections. ICI customers are fully metered, and residential units are on a flat rate system. Mount Forest distribution system is approximately 37 km of water main.

The Mount Forest water system is comprised of four groundwater wells, four pump houses, a standpipe, and a water distribution system. The township uses 12% sodium hypochlorite for disinfection. Each well is equipped with one well pump, discharge piping, and disinfection equipment. Well #3 is equipped with a back-up diesel generator and a booster pump. The system's supply for fire protection, peak demands and emergencies, is stored within a 2083 m³ standpipe.

The well pumps and sodium hypochlorite metering pumps are started and stopped based on the standpipe water level. Once the low water level in the tank has been reached, the pump stations are called upon to supply the distribution system with the excess filling the standpipe to the normal top water level. This system is a demand/storage system. When the level drops below the lead pump start level, the lead well pump will start. If the level continues to drop, the first, second and third lag well pumps will be started, respectively. All pumps stop at the normal top water level until the water level drops in the standpipe and the pumps are required again. Whenever all pumps have stopped; the pump sequence changes. Pumps removed from service are automatically skipped.

From January 1st to December 31st, 2023, a total of 547,440.51 cubic meters of water was treated and pumped to the system. The average daily water demand was 1,498.45 cubic meters. The highest daily use of water occurred on August 10, 2023 when 3,267.95 cubic meters of water was pumped.

Sampling and Testing

The Township of Wellington North's certified operators regularly test the water within the overall system including the raw water at the well source(s), after treatment, and within the distribution system. From January 1st to December 31st, 2023, all regulatory microbiological and chemical quality samples were taken by certified operators and tests performed by accredited, licensed laboratories on water samples collected throughout the drinking water system. These tests include regulatory testing, and those results are included in this report.

Arthur and Mount Forest drinking water systems are defined as large residential systems operated under the regulatory requirements of the Safe Drinking Water Act and the Ontario Water Resources Act (accessed at www.e-laws.gov.on.ca). The Arthur Drinking Water System is operated under Municipal Drinking Water License (MDWL) 113-101 and the Drinking Water Works Permit (DWWP) 113-201. The Mount Forest Drinking Water System is operated under MDWL 113-102 and DWWP 113-202.

The MDWL and the DWWP describe system-specific requirements that are supplementary to provincial regulations and act as a license for water supply and distribution operations. These documents outline specific conditions and requirements regarding operation, maintenance and upgrades that are required by the system and are considered regulatory in nature. These documents are available by request for viewing at 160 Preston Street, Arthur.

Summary Report

a) Incidents of Regulatory Non-Compliance

This section describes all incidents of non-compliance (excluding those defined as “Adverse Water Quality Incidents” (AWQI) reported in Section B of this report). AWQI’s are required to be reported to the Ministry of Environment, Conservation & Parks (MECP) with respect to the following Acts and related regulations: Ontario Water Resources Act (OWRA), Safe Drinking Water Act (SDWA), the Environmental Protection Act (EPA), and Municipal Drinking Water Licenses (MDWL) and Drinking Water Works Permits (DWWP).

The most recent assessment of compliance for Arthur and Mount Forest Drinking Water Systems as determined by the MECP during the 2023 Annual Inspections resulted in a final inspection rating of 100% for each facility.

There was no non-compliance for either Arthur or Mount Forest Drinking Water Systems during the MECP inspections in 2023.

b) Adverse Water Quality Incidents

This section describes all “Adverse Water Quality Incidents” (AWQI). This term refers to any unusual test results from treated water that does not meet a provincial water quality standard, or situation where disinfection of the water may be compromised. An adverse water quality incident indicates that on at least one occasion, a water quality standard was not met.

A sample taken from Mount Forest DWS treated Well # 6 on Monday July 31, 2023 had an adverse result of 2 cfu/100mL Total Coliforms. Corrective action was taken and resampling results indicated zero Total Coliforms in all resamples, therefore indicating that the issue was resolved.

Treated samples taken from the Arthur DWS at Well # 7b & Well # 8 on Monday September 11, 2023 had adverse Sodium results of 36.6 mg/L & 21.5 mg/L. Although the Aesthetic Objective for sodium is 200 mg/L the results must be reported to the Ministry of Health (MOH) if above 20 mg/L. This is so physicians can notify patients on sodium restricted diets. Corrective action was taken and resampling results indicated 36.5 mg/L & 21.6 mg/L of sodium, the Public Health Inspector was notified with no further actions required, paperwork was filed and the issue was resolved.

Treated samples were taken from the Mount Forest DWS at Well # 3 & Well # 5 on Monday September 11, 2023 and had adverse Sodium results of 21.9 mg/L & 68.8 mg/L. Although the Aesthetic Objective for sodium is 200 mg/L the results must be reported to Ministry of Health (MOH) if above 20 mg/L. This is so physicians can notify patients on sodium restricted diets. Corrective action was taken and resampling results indicated 23.6 mg/L & 70.9 mg/L of sodium, the Public Health Inspector was notified with no further actions required, paperwork was filed and the issue resolved.

c) Summaries of Flow Rates and Water Supply Capacities

The Safe Drinking Water Act (SDWA) and the Ontario Water Resources Act (OWRA) each require that operating authority's record and report water takings as governed by the Permits to Take Water (PTTW). The following tables list the quantities and flow rates of the water supplied during this reporting period, including monthly average and maximum daily flows, daily instantaneous peak flow rates and a comparison to the rated capacity and flow rates specified in the system approval:

Table 1: Arthur Well #7b Flows

Approved Volume (m³/day): 1961

Approved Flow Rate (L/sec): 22.7

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	322.49	16.4	653.46	33.3	19.30	85.0
February	328.82	16.8	684.23	34.9	20.19	88.9
March	289.10	14.7	497.88	25.4	21.04	92.7
April	348.69	17.8	541.24	27.6	20.32	89.5
May	368.99	18.8	578.06	29.5	20.43	90.0
June	400.20	20.4	774.13	39.5	20.02	88.2
July	393.72	20.1	901.65	46.0	20.19	88.9
August	345.99	17.6	904.65	46.1	20.07	88.4
September	349.66	17.8	704.90	35.9	20.17	88.9
October	363.65	18.5	665.07	33.9	20.17	88.9
November	339.42	17.3	549.78	28.0	20.49	90.3
December	340.17	17.3	630.95	32.2	20.29	89.4

Table 2: Arthur Well #8a Flows

Approved Volume (m³/day): 2255

Approved Flow Rate (L/sec): 26.1

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	343.00	15.2	659.52	29.2	21.48	82.3
February	314.86	14.0	613.30	27.2	21.02	93.2
March	319.55	14.2	625.42	27.7	21.74	83.3
April	342.51	15.2	586.35	26.0	21.78	83.4
May	335.56	14.9	680.90	30.2	21.98	84.2
June	419.42	18.6	1003.28	44.5	24.31	93.1
July	369.74	16.4	697.05	30.9	24.14	92.5
August	370.79	16.4	617.04	27.4	24.11	92.4
September	380.75	16.9	566.16	25.1	23.76	91.0
October	341.14	15.1	615.10	27.3	24.01	92.0
November	285.25	12.6	489.72	21.7	23.50	90.0
December	261.70	11.6	582.09	25.8	23.40	89.7

Table 3: Arthur Well #8b Flows**Approved Volume (m3/day): 2255****Approved Flow Rate (L/sec): 26.1**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	259.99	11.5	576.85	25.6	20.99	80.4
February	314.76	14.0	585.12	25.9	21.14	81.0
March	364.06	16.1	664.91	29.5	21.03	80.6
April	307.27	13.6	423.62	18.8	21.42	82.1
May	388.37	17.2	646.25	28.7	21.48	82.3
June	399.94	17.7	731.29	32.4	23.75	91.0
July	387.81	17.2	1005.25	44.6	23.55	90.2
August	376.24	16.7	606.87	26.9	23.65	90.6
September	386.53	17.1	658.48	29.2	24.27	93.0
October	355.27	15.8	568.04	25.2	24.85	95.2
November	324.40	14.4	618.17	27.4	23.90	91.6
December	320.64	14.2	621.88	27.6	24.25	92.9

There was 379,115.14 m³ of water processed in Arthur for 2023 (Jan. 01 to Dec. 31). This represents 4.96 % increase compared to the same time period in 2022 and 3.59 % increase from 2021.

Table 4: Mount Forest Well #3 Flows**Approved Volume (m3/day): 1637****Approved Flow Rate (L/sec):22.7**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	277.86	17.0	588.63	36.0	19.89	87.6
February	283.74	17.3	640.35	39.1	19.13	84.3
March	275.18	16.8	451.04	27.6	19.58	86.3
April	311.00	19.0	507.86	31.0	19.36	85.3
May	314.26	19.2	621.41	38.0	22.96	101.1*
June	306.70	18.7	365.19	22.3	18.83	83.0
July	302.13	18.5	491.82	30.0	21.18	93.3
August	344.55	21.0	625.87	38.2	17.52	77.2
September	277.12	16.9	492.83	30.1	18.92	83.3
October	279.84	17.1	502.95	30.7	18.41	81.1
November	356.66	21.8	745.10	45.5	21.26	93.7
December	339.98	20.8	632.27	38.6	21.06	92.8

* Flow Rate exceedance occurred on May 5, 2023 due to maintenance. Operators were onsite at Well # 3 monitoring at this time.

Table 5: Mount Forest Well #4 Flows**Approved Volume (m3/day): 1964****Approved Flow Rate (L/sec): 22.7**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	331.21	16.9	562.06	28.6	20.52	90.4
February	346.28	17.6	635.18	32.3	19.18	84.5
March	351.26	17.9	572.94	29.2	19.30	85.0
April	356.06	18.1	702.18	35.8	19.19	84.5
May	476.60	24.3	809.15	41.2	19.07	84.0
June	594.01	30.2	634.36	32.3	12.00	52.9
July	572.36	29.1	654.57	33.3	16.95	74.7
August	403.75	20.6	683.61	34.8	19.07	84.0
September	350.56	17.8	716.59	36.5	19.00	83.7
October	323.47	16.5	656.33	33.4	19.22	84.7
November	461.60	23.5	705.67	35.9	19.35	85.2
December	453.85	23.1	900.92	45.9	19.34	85.2

Table 6: Mount Forest Well #5 Flows**Approved Volume (m3/day): 3928****Approved Flow Rate (L/sec): 45.5**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	359.94	9.2	696.49	17.7	39.73	87.3
February	385.86	9.8	700.20	17.8	41.60	91.4
March	390.07	9.9	740.73	18.9	35.23	77.4
April	353.73	9.0	637.30	16.2	36.12	79.4
May	593.08	15.1	944.45	24.0	35.50	78.0
June	669.67	17.0	965.60	24.6	32.66	71.8
July	575.50	14.7	726.20	18.5	39.39	86.6
August	570.43	14.5	1297.59	33.0	36.17	79.5
September	398.99	10.2	638.75	16.3	38.77	85.2
October	404.42	10.3	629.67	16.0	37.92	83.3
November	426.56	10.9	1018.81	25.9	38.75	85.2
December	464.94	11.8	1014.54	25.8	37.71	82.9

Table 7: Mount Forest Well #6 Flows**Approved Volume (m3/day): 3928****Approved Flow Rate (L/sec): 45.5**

	Avg Daily Volume (m ³)	% of Approved Volume	Max Daily Volume (m ³)	% of Approved Volume	Peak Flow Rate (L/sec)	% of Approved Flow Rate
January	299.96	7.6	647.03	16.5	41.34	90.9
February	297.90	7.6	532.67	13.6	36.70	80.7
March	271.78	6.9	447.85	11.4	35.50	78.0
April	337.44	8.6	512.62	13.1	36.78	80.8
May	423.37	10.8	867.49	22.1	36.46	80.1
June	362.06	9.2	513.91	13.1	42.50	93.4
July	349.49	8.9	389.24	9.9	58.08	127.6*
August	394.86	10.1	1188.93	30.3	38.50	84.6
September	378.97	9.6	782.34	19.9	37.67	82.8
October	333.24	8.5	486.62	12.4	37.51	82.4
November	101.28	2.6	526.75	13.4	39.45	86.7
December	147.89	3.8	814.83	20.7	39.03	85.8

* Flow Rate exceedance occurred on July 6, 2023 due to a brief disruption in the distribution system caused by a local business doing private fire flow testing when the Mount Forest Standpipe was out of service.

There was 547,440.51 m³ of water processed in Mount Forest for 2023 (Jan. 01 to Dec. 31). This represents 7.81 % increase compared to the same time period in 2022 and 4.72 % increase from 2021.

d) Raw and Treated Water Quality

This section describes the water quality monitoring, both regulatory and operational, that has been completed in 2023.

Water Quality Review

Under the SDWA, municipalities are required to monitor both the raw and treated quality of the source water supplied. This monitoring is performed for both regulatory compliance and due diligence and is expected to identify any changes within the treated water as well as in raw source waters.

Table 8: O. Regulation 170/03 Schedule 7-2, Distribution Manual Free Chlorine Residual Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Free Chlorine Residual	0.05 - 4.0	365	0	0.78 to 1.68	mg/L
Mount Forest Free Chlorine Residual	0.05 - 4.0	365	0	0.75 to 2.01	mg/L

Table 9: O. Regulation 170/03 Schedule 7-3, Raw Turbidity Sampling Summary

Regulation 170/03, Schedule 7-3 requires a minimum of one raw turbidity sample taken monthly from each well that is supplying water to the drinking water system. We typically sample raw turbidity more than once per month but are not required to.

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Raw Well # 7b	1	51	0	0.19 to 0.59	NTU's
Arthur Raw Well # 8a/b	1	52	0	0.19 to 0.43	NTU's
Mount Forest Raw Well # 3	1	50	0	0.06 to 0.46	NTU's
Mount Forest Raw Well # 4	1	50	0	0.07 to 0.62	NTU's
Mount Forest Raw Well # 5	1	51	0	0.07 to 0.23	NTU's
Mount Forest Raw Well # 6	1	46	0	0.07 to 0.64	NTU's

Table 10: O. Regulation 170/03 Schedule 10-4- Raw Bacteriological Sampling Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Raw - T.coli	n/a	156	n/a	0-1	cfu/100mL
Arthur Raw - E.coli	n/a	156	n/a	0-1	cfu/100mL
Mount Forest Raw - T.coli	n/a	203	n/a	0	cfu/100mL
Mount Forest Raw - E.coli	n/a	203	n/a	0	cfu/100mL

Table 11: O. Regulation 170/03 Schedule 10-3, Treated Bacteriological Sampling Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Treated - T.coli	0	104	0	0	cfu/100mL
Arthur Treated - E.coli	0	104	0	0	cfu/100mL
Arthur Treated - HPC	n/a	104	n/a	<10-60	cfu/mL
Mount Forest Treated - T.coli	0	203	0	0-2	cfu/100mL
Mount Forest Treated - E.coli	0	203	0	0	cfu/100mL
Mount Forest Treated - HPC	n/a	203	n/a	<10-20	cfu/mL

Table 12: O. Regulation 170/03 Schedule 10-2, Distribution Samples Summary

Parameter	ODWQS	Total Analyzed	Total Outside ODWQS Criteria	Range	Units
Arthur Distribution - T.coli	0	156	0	0	cfu/100mL
Arthur Distribution - E.coli	0	156	0	0	cfu/100mL
Arthur Distribution - HPC	n/a	156	n/a	<10 – 160	cfu/mL
Mount Forest Distribution - T.coli	0	208	0	0	cfu/100mL
Mount Forest Distribution - E.coli	0	208	0	0	cfu/100mL
Mount Forest Distribution - HPC	n/a	208	n/a	<10 – 40	cfu/mL

* Note: On September 25, 2023 a treated sample at Mount Forest Well # 3 resulted in an HPC of NDOGHP (No Data: Overgrown with HPC). The following week on October 2, 2023 the same sample location result was 10 cfu/mL HPC.

Treated Water Quality- O. Regulation 170/03 Schedule 13-6, 13-6.1 and 13-7, “Three Month” Sampling Results Summary

In 2023, all operational Treated sources were sampled and analyzed for Schedule 13-6, 13-6.1 and 13-7 parameters as per O.Reg. 170-03.

Regulation 170/03, Schedule 13-6 requires a minimum of one distribution sample taken from the Distribution System where THM’s (trihalomethanes) are most likely to develop (locations with high retention times). The Maximum Allowable Concentration (MAC) for THM’s is 100 ug/L. However, for this parameter the MAC uses a running annual average of quarterly samples.

The results of the running average value for THM’s for all related Distribution System samples in 2023 are below the ½ MAC (half of the maximum allowable concentration). Mount Forest had an annual running average of 18.25 ug/L of Total THM’s and Arthur had an annual running average of 25 ug/L of Total THM’s.

Regulation 170/03, Schedule 13-6.1 requires a minimum of one distribution sample taken from the Distribution System where HAA’s (haloacetic acids) are most likely to develop. On January 1, 2020, the Maximum Allowable Concentration (MAC) for HAA’s of 80 ug/L came into effect. For this parameter, the MAC uses a running annual average of quarterly samples.

The results of HAA’s for all related Distribution System samples in 2023 are below the ½ MAC (half of the maximum allowable concentration). Mount Forest had an annual running average of <5.3 ug/L of HAA’s and Arthur had an annual running average of <5.3 ug/L of HAA’s.

All operational Treated Sources were sampled and analyzed for Nitrates and Nitrites as per Regulation 170/03, Schedule 13-7. There was no instance of any adverse results in 2023.

Table 13: O. Regulation 170/03 Schedule 13-7, Nitrite and Nitrate Sampling Results Summary

Arthur	Date	ODWQS MAC	Well #7b	Well #8a/b
Nitrite (mg/L)	Feb 2023	1	0.018	0.003<MDL
	May 2023	1	0.003<MDL	0.003<MDL
	Aug 2023	1	0.003<MDL	0.003<MDL
	Nov 2023	1	0.003<MDL	0.003<MDL
Nitrate (mg/L)	Feb 2023	10	0.010	0.006<MDL
	May 2023	10	0.008	0.006<MDL
	Aug 2023	10	0.006<MDL	0.006<MDL
	Nov 2023	10	0.009	0.006<MDL

*MDL- method detection limit

Mount Forest	Date	ODWQS MAC	Well #3	Well #4	Well #5	Well #6
Nitrite (mg/L)	Feb 2023	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	May 2023	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	Aug 2023	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
	Nov 2023	1	0.003<MDL	0.003<MDL	0.003<MDL	0.003<MDL
Nitrate (mg/L)	Feb 2023	10	0.072	0.006<MDL	2.14	0.006<MDL
	May 2023	10	0.107	0.006<MDL	2.16	0.006<MDL
	Aug 2023	10	0.111	0.006<MDL	2.61	0.006<MDL
	Nov 2023	10	0.080	0.006<MDL	2.3	0.006<MDL

*MDL- method detection limit

Treated Water Quality Statistics- O. Regulation 170/03 Schedule 23 Results Summary

If sampling for a particular schedule's parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Table 14: O. Regulation 170/03 Schedule 23 Results Arthur Well #7b

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Aug. 23/21	0.9<MDL	6	ug/L	No
Arsenic	Aug. 23/21	3	10	ug/L	No
Barium	Aug. 23/21	56.4	1000	ug/L	No
Boron	Aug. 23/21	84	5000	ug/L	No
Cadmium	Aug. 23/21	0.006	5	ug/L	No
Chromium	Aug. 23/21	0.18	50	ug/L	No
Mercury	Aug. 23/21	0.01<MDL	1	ug/L	No
Selenium	Aug. 23/21	0.04<MDL	50	ug/L	No
Uranium	Aug. 23/21	0.229	20	ug/L	No

Table 15: O. Regulation 170/03 Schedule 23 Results Arthur Well #8

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Aug. 23/21	0.9<MDL	6	ug/L	No
Arsenic	Aug. 23/21	0.2<MDL	10	ug/L	No
Barium	Aug. 23/21	59.2	1000	ug/L	No
Boron	Aug. 23/21	60	5000	ug/L	No
Cadmium	Aug. 23/21	0.004	5	ug/L	No
Chromium	Aug. 23/21	0.25	50	ug/L	No
Mercury	Aug. 23/21	0.01<MDL	1	ug/L	No
Selenium	Aug. 23/21	0.04<MDL	50	ug/L	No
Uranium	Aug. 23/21	0.43	20	ug/L	No

Table 16: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #3

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.6	10	ug/L	No
Barium	Jan. 24/22	139	1000	ug/L	No
Boron	Jan. 24/22	41	5000	ug/L	No
Cadmium	Jan. 24/22	0.004	5	ug/L	No
Chromium	Jan. 24/22	0.18	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.05	50	ug/L	No
Uranium	Jan. 24/22	0.32	20	ug/L	No

Table 17: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #4

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.0	10	ug/L	No
Barium	Jan. 24/22	221	1000	ug/L	No
Boron	Jan. 24/22	40	5000	ug/L	No
Cadmium	Jan. 24/22	0.009	5	ug/L	No
Chromium	Jan. 24/22	0.24	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.04<MDL	50	ug/L	No
Uranium	Jan. 24/22	0.166	20	ug/L	No

Table 18: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #5

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	0.2 <MDL	10	ug/L	No
Barium	Jan. 24/22	169	1000	ug/L	No
Boron	Jan. 24/22	37	5000	ug/L	No
Cadmium	Jan. 24/22	0.1	5	ug/L	No
Chromium	Jan. 24/22	0.26	50	ug/L	No
Mercury	Jan. 24/22	0.01 <MDL	1	ug/L	No
Selenium	Jan. 24/22	0.61	50	ug/L	No
Uranium	Jan. 24/22	0.727	20	ug/L	No

Table 19: O. Regulation 170/03 Schedule 23 Results Mount Forest Well #6

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Antimony	Jan. 24/22	0.6<MDL	6	ug/L	No
Arsenic	Jan. 24/22	1.6	10	ug/L	No
Barium	Jan. 24/22	174	1000	ug/L	No
Boron	Jan. 24/22	32	5000	ug/L	No
Cadmium	Jan. 24/22	0.003<MDL	5	ug/L	No
Chromium	Jan. 24/22	0.12	50	ug/L	No
Mercury	Jan. 24/22	0.01<MDL	1	ug/L	No
Selenium	Jan. 24/22	0.04<MDL	50	ug/L	No
Uranium	Jan. 24/22	0.226	20	ug/L	No

Treated Water Quality Statistics- O. Regulation 170/03 Schedule 24 Results Summary

If sampling for a particular schedule's parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Table 20: O. Regulation 170/03 Schedule 24 Results for Arthur Well #7b

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Aug 23/21	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Aug 23/21	0.01<MDL	5	ug/L	No
Azinphos-methyl	Aug 23/21	0.05<MDL	20	ug/L	No
Benzene	Aug 23/21	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Aug 23/21	0.004<MDL	0.01	ug/L	No
Bromoxynil	Aug 23/21	0.33<MDL	5	ug/L	No
Carbaryl	Aug 23/21	0.05<MDL	90	ug/L	No
Carbofuran	Aug 23/21	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Aug 23/21	0.17<MDL	2	ug/L	No
Chlorpyrifos	Aug 23/21	0.02<MDL	90	ug/L	No
Diazinon	Aug 23/21	0.02<MDL	20	ug/L	No
Dicamba	Aug 23/21	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Aug 23/21	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Aug 23/21	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Aug 23/21	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 23/21	0.33<MDL	14	ug/L	No
Dichloromethane	Aug 23/21	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Aug 23/21	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Aug 23/21	0.19<MDL	100	ug/L	No
Diclofop-methyl	Aug 23/21	0.40<MDL	9	ug/L	No
Dimethoate	Aug 23/21	0.06<MDL	20	ug/L	No
Diquat	Aug 23/21	1.0<MDL	70	ug/L	No
Diuron	Aug 23/21	0.03<MDL	150	ug/L	No
Glyphosate	Aug 23/21	1.0<MDL	280	ug/L	No
Malathion	Aug 23/21	0.02<MDL	190	ug/L	No
MCPA	Aug 23/21	0.00012<MDL	0.1	mg/L	No
Metolachlor	Aug 23/21	0.01<MDL	50	ug/L	No
Metribuzin	Aug 23/21	0.02<MDL	80	ug/L	No
Monochlorobenzene	Aug 23/21	0.3<MDL	80	ug/L	No
Paraquat	Aug 23/21	1.0<MDL	10	ug/L	No
Pentachlorophenol	Aug 23/21	0.15<MDL	60	ug/L	No
Phorate	Aug 23/21	0.01<MDL	2	ug/L	No
Picloram	Aug 23/21	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Aug 23/21	0.04<MDL	3	ug/L	No
Prometryne	Aug 23/21	0.03<MDL	1	ug/L	No
Simazine	Aug 23/21	0.01<MDL	10	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Terbufos	Aug 23/21	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Aug 23/21	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Aug 23/21	0.20<MDL	100	ug/L	No
Triallate	Aug 23/21	0.01<MDL	230	ug/L	No
Trichloroethylene	Aug 23/21	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Aug 23/21	0.25<MDL	5	ug/L	No
Trifuralin	Aug 23/21	0.02<MDL	45	ug/L	No
Vinyl Chloride	Aug 23/21	0.17<MDL	1	ug/L	No

Table 21: O. Regulation 170/03 Schedule 24 Results for Arthur Well #8

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Aug 23/21	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Aug 23/21	0.01<MDL	5	ug/L	No
Azinphos-methyl	Aug 23/21	0.05<MDL	20	ug/L	No
Benzene	Aug 23/21	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Aug 23/21	0.004<MDL	0.01	ug/L	No
Bromoxynil	Aug 23/21	0.33<MDL	5	ug/L	No
Carbaryl	Aug 23/21	0.05<MDL	90	ug/L	No
Carbofuran	Aug 23/21	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Aug 23/21	0.17<MDL	2	ug/L	No
Chlorpyrifos	Aug 23/21	0.02<MDL	90	ug/L	No
Diazinon	Aug 23/21	0.02<MDL	20	ug/L	No
Dicamba	Aug 23/21	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Aug 23/21	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Aug 23/21	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Aug 23/21	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 23/21	0.33<MDL	14	ug/L	No
Dichloromethane	Aug 23/21	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Aug 23/21	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Aug 23/21	0.19<MDL	100	ug/L	No
Diclofop-methyl	Aug 23/21	0.40<MDL	9	ug/L	No
Dimethoate	Aug 23/21	0.06<MDL	20	ug/L	No
Diquat	Aug 23/21	1.0<MDL	70	ug/L	No
Diuron	Aug 23/21	0.03<MDL	150	ug/L	No
Glyphosate	Aug 23/21	1.0<MDL	280	ug/L	No
Malathion	Aug 23/21	0.02<MDL	190	ug/L	No
MCPA	Aug 23/21	0.00012<MDL	0.1	mg/L	No
Metolachlor	Aug 23/21	0.01<MDL	50	ug/L	No
Metribuzin	Aug 23/21	0.02<MDL	80	ug/L	No
Monochlorobenzene	Aug 23/21	0.3<MDL	80	ug/L	No
Paraquat	Aug 23/21	1.0<MDL	10	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Pentachlorophenol	Aug 23/21	0.15<MDL	60	ug/L	No
Phorate	Aug 23/21	0.01<MDL	2	ug/L	No
Picloram	Aug 23/21	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Aug 23/21	0.04<MDL	3	ug/L	No
Prometryne	Aug 23/21	0.03<MDL	1	ug/L	No
Simazine	Aug 23/21	0.01<MDL	10	ug/L	No
Terbufos	Aug 23/21	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Aug 23/21	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Aug 23/21	0.20<MDL	100	ug/L	No
Triallate	Aug 23/21	0.01<MDL	230	ug/L	No
Trichloroethylene	Aug 23/21	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Aug 23/21	0.25<MDL	5	ug/L	No
Trifuralin	Aug 23/21	0.02<MDL	45	ug/L	No
Vinyl Chloride	Aug 23/21	0.17<MDL	1	ug/L	No

Table 22: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #3

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 23: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #4

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.35<MDL	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 24: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #5

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2-4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.63	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Table 25: O. Regulation 170/03 Schedule 24 Results for Mount Forest Well #6

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Alachlor	Jan 24/22	0.02<MDL	5	ug/L	No
Atrazine + N-dealkylated metabolites	Jan 24/22	0.01<MDL	5	ug/L	No
Azinphos-methyl	Jan 24/22	0.05<MDL	20	ug/L	No
Benzene	Jan 24/22	0.32<MDL	1	ug/L	No
Benzo(a)pyrene	Jan 24/22	0.004<MDL	0.01	ug/L	No
Bromoxynil	Jan 24/22	0.33<MDL	5	ug/L	No
Carbaryl	Jan 24/22	0.05<MDL	90	ug/L	No
Carbofuran	Jan 24/22	0.01<MDL	90	ug/L	No
Carbon Tetrachloride	Jan 24/22	0.17<MDL	2	ug/L	No

Parameter	Sample Date	Result Value	MAC	Unit of Measure	Exceedance (Yes/No)
Chlorpyrifos	Jan 24/22	0.02<MDL	90	ug/L	No
Diazinon	Jan 24/22	0.02<MDL	20	ug/L	No
Dicamba	Jan 24/22	0.02<MDL	120	ug/L	No
1,2-Dichlorobenzene	Jan 24/22	0.41<MDL	200	ug/L	No
1,4-Dichlorobenzene	Jan 24/22	0.36<MDL	5	ug/L	No
1,2-Dichloroethane	Jan 24/22	0.35<MDL	5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	Jan 24/22	0.33<MDL	14	ug/L	No
Dichloromethane	Jan 24/22	0.35<MDL	50	ug/L	No
2,4 Dichlorophenol	Jan 24/22	0.15<MDL	900	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4 -D)	Jan 24/22	0.19<MDL	100	ug/L	No
Diclofop-methyl	Jan 24/22	0.40<MDL	9	ug/L	No
Dimethoate	Jan 24/22	0.06<MDL	20	ug/L	No
Diquat	Jan 24/22	1.0<MDL	70	ug/L	No
Diuron	Jan 24/22	0.03<MDL	150	ug/L	No
Glyphosate	Jan 24/22	1.0<MDL	280	ug/L	No
Malathion	Jan 24/22	0.02<MDL	190	ug/L	No
MCPA	Jan 24/22	0.00012<MDL	0.1	mg/L	No
Metolachlor	Jan 24/22	0.01<MDL	50	ug/L	No
Metribuzin	Jan 24/22	0.02<MDL	80	ug/L	No
Monochlorobenzene	Jan 24/22	0.3<MDL	80	ug/L	No
Paraquat	Jan 24/22	1.0<MDL	10	ug/L	No
Pentachlorophenol	Jan 24/22	0.15<MDL	60	ug/L	No
Phorate	Jan 24/22	0.01<MDL	2	ug/L	No
Picloram	Jan 24/22	1.0<MDL	190	ug/L	No
Polychlorinated Biphenyls (PCB)	Jan 24/22	0.04<MDL	3	ug/L	No
Prometryne	Jan 24/22	0.03<MDL	1	ug/L	No
Simazine	Jan 24/22	0.01<MDL	10	ug/L	No
Terbufos	Jan 24/22	0.01<MDL	1	ug/L	No
Tetrachloroethylene	Jan 24/22	0.63	10	ug/L	No
2,3,4,6-Tetrachlorophenol	Jan 24/22	0.20<MDL	100	ug/L	No
Triallate	Jan 24/22	0.01<MDL	230	ug/L	No
Trichloroethylene	Jan 24/22	0.44<MDL	5	ug/L	No
2,4,6 - Trichlorophenol	Jan 24/22	0.25<MDL	5	ug/L	No
Trifuralin	Jan 24/22	0.02<MDL	45	ug/L	No
Vinyl Chloride	Jan 24/22	0.17<MDL	1	ug/L	No

Treated Water Quality Statistics- O. Regulations 170/03 Schedule 13-8 and 13-9, “60 Months” Sampling Results Summary

If sampling for a particular schedule’s parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

Fluoride and Sodium are sampled on the “60 Months” sampling schedule. Results for most recent tests can be found in Table 25.

Table 26: O. Regulation 170/03 Schedule 13-8 and 13-9, Fluoride and Sodium Results

Parameter/Location	Sample Date	Result Value	Unit of Measure	Exceedance
Sodium- Arthur Well #7b	Sep. 11/23	36.6	mg/L	Yes ¹
Sodium- Arthur Well #8	Sep. 11/23	21.5	mg/L	Yes ¹
Sodium- Mount Forest Well #3	Sep. 11/23	21.9	mg/L	Yes ¹
Sodium- Mount Forest Well #4	Sep. 11/23	12.3	mg/L	No
Sodium- Mount Forest Well #5	Sep. 11/23	68.8	mg/L	Yes ¹
Sodium- Mount Forest Well #6	Sep. 11/23	10.4	mg/L	No
Fluoride- Arthur Well #7b	Sep. 11/23	1.32	mg/L	No
Fluoride-Arthur Well #8	Sep. 11/23	0.35	mg/L	No
Fluoride-Mount Forest Well #3	Sep. 11/23	0.98	mg/L	No
Fluoride-Mount Forest Well #4	Sep. 11/23	0.59	mg/L	No
Fluoride-Mount Forest Well #5	Sep. 11/23	0.17	mg/L	No
Fluoride-Mount Forest Well #6	Sep. 11/23	0.78	mg/L	No

¹ The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Treated Water Quality Statistics- O. Regulations 170/03 Schedule 15.1 Sampling Results Summary

If sampling for a particular schedule’s parameters (e.g., Schedule 23 or 24) did not occur within the calendar year of the report, then the most recent values are required to be included in the report for reference.

The Mount Forest and Arthur Drinking Water Systems are under reduced sampling under Schedule 15.1 which means we are not required to sample plumbing but are still required to sample in the distribution system. Results for most recent tests can be found in Table 26.

Table 27: O. Regulation 170/03 Schedule 15.1, Lead, Alkalinity and pH Results

Parameter/Location	Sample Date	Result Value	MAC	Unit of Measure	Exceedance
Lead – Hydrant # 125 James St.	Jan 11/21	0.04	10	ug/L	No
Lead – Hydrant # 32 Queen St. West	Jan 11/21	0.01<MDL	10	ug/L	No
Lead – Hydrant # 24 Elgin St. South	Jan 11/21	0.05	10	ug/L	No
Lead – Hydrant # 95 Francis St.	Jan 11/21	0.02	10	ug/L	No
Lead – Tucker/Eliza St. Blow Off	Jan 11/21	0.1	10	ug/L	No
Alkalinity – Hydrant # 125 James St.	Jan 16/23	261	30-500	mg/L	No
Alkalinity – Hydrant # 32 Queen St. West	Jan 16/23	234	30-500	mg/L	No
Alkalinity – Hydrant # 24 Elgin St. South	Jan 16/23	245	30-500	mg/L	No
Alkalinity – Hydrant # 95 Francis St.	Jan 16/23	207	30-500	mg/L	No
Alkalinity – Tucker/Eliza St. Blow Off	Jan 16/23	207	30-500	mg/L	No
Field pH – Hydrant # 125 James St.	Jan 16/23	7.5	-	-	No
Field pH – Hydrant # 32 Queen St West	Jan 16/23	7.5	-	-	No
Field pH – Hydrant # 24 Elgin St. South	Jan 16/23	7.42	-	-	No
Field pH – Hydrant # 95 Francis St.	Jan 16/23	7.8	-	-	No
Field pH – Tucker/Eliza St. Blow Off	Jan 16/23	7.9	-	-	No
Lead – Hydrant # 125 James St.	Jul 12/21	0.10	10	ug/L	No
Lead – Hydrant # 32 Queen St. West	Jul 12/21	5.13	10	ug/L	No
Lead – Hydrant # 24 Elgin St. South	Jul 12/21	0.16	10	ug/L	No
Lead – Hydrant # 95 Francis St	Jul 12/21	0.13	10	ug/L	No
Lead – Tucker/Eliza St. Blow Off	Jul 12/21	0.1	10	ug/L	No
Alkalinity – Hydrant # 125 James St.	Aug 21/23	250	30-500	mg/L	No
Alkalinity – Hydrant # 32 Queen St. West	Aug 21/23	235	30-500	mg/L	No
Alkalinity – Hydrant # 24 Elgin St. South	Aug 21/23	246	30-500	mg/L	No
Alkalinity – Hydrant # 95 Francis St.	Aug 21/23	206	30-500	mg/L	No
Alkalinity – Tucker/Eliza St. Blow Off	Aug 21/23	206	30-500	mg/L	No
Field pH – Hydrant # 125 James St.	Aug 21/23	6.7	-	-	No
Field pH – Hydrant # 32 Queen St. West	Aug 21/23	6.23	-	-	No
Field pH – Hydrant # 32 24 Elgin St. South	Aug 21/23	6.22	-	-	No
Field pH – Hydrant # 95 Francis St.	Aug 21/23	7.01	-	-	No
Field pH – Tucker/Eliza St. Blow Off	Aug 21/23	6.53	-	-	No

e) Significant Expenses Incurred

The table below outlines a brief description and breakdown for significant monetary expenses occurred in 2023.

Location	Maintenance Item	Cost
Mount Forest	Mount Forest Standpipe Rehabilitation	\$1,512,719.58
Mount Forest	Well 6 Maintenance/Inspection	\$43,147.58
Mount Forest	Cork Street, Waterloo to Princess Reconstruction (Water Portion)	\$177,219.70
Arthur	Domville Street Reconstruction, Andrew to Conestoga (Water Portion)	\$143,235.50
Arthur	Leak Detection	\$3,663.36
Arthur/Mount Forest	Wellhouse Security Upgrades	\$41,416.65
Arthur	Arthur Water Supply/Storage EA (ongoing)	\$13,098.82
Arthur	Spheroid Water Tower Exterior Cleaning	\$15,132.73
Arthur/Mount Forest	Valve Repair Tool	\$14,012.35

f) Source Water Protection

For reporting purposes, the Township of Wellington North is subject to two Source Protection Plans (based on watershed or Conservation Authority boundaries): Grand River Plan and the Saugeen Valley, Grey Sauble, Northern Bruce Peninsula Plan (Saugeen Valley). Although the Ausable Bayfield Maitland Valley (ABMV – Maitland Valley) Plan also encompasses part of the municipality, there are no reporting requirements associated with that Plan for the Township. In 2023, all Source Protection Plans were in effect.

Under Section 81 of the Clean Water Act and Section 65 of O. Reg. 287/07, an annual report must be prepared by a Risk Management Official and submitted to the appropriate Source Protection Authority (Conservation Authority) by February 1st of each year. Under Section 45 of the *Clean Water Act*, a public body, including a municipality, must comply with monitoring and reporting policies designated by a Source Protection Plan. The Township of Wellington North Risk Management Official and Municipal Annual Reports were prepared and submitted to the appropriate authorities by February 1, 2024.

Summary of Key Aspects

The Wellington County municipalities continue to implement source protection under the Wellington Source Water Protection partnership, www.wellingtonwater.ca In 2023, progress continued in the implementation of source protection in the municipality.

A summary of key aspects of the Risk Management Official Report and Municipal Report are provided below.

In 2023, there were 6 development review notices issued per Section 59 of the Clean Water Act within the municipality. Additionally, Source Protection staff comments were provided on an additional 36 applications that did not require development review notices, for a total of 42 development applications (notices and comments) reviewed in the municipality. There were 93 Section 59 notices issued County wide and Source Protection staff comments on 390 additional development applications, County wide, for a total of 483 development applications (notices and comments) reviewed County wide in 2023. This represents an increase in the total number of development applications (notices and comments) reviewed County wide from 2022 (425) and an increase compared to the five year average of 366 development applications (notices and comments).

For the municipality, 2023 also represents an increase in the number of development notices issued and in comments from the previous five year average of 32 development applications (notices and comments), however, the total number in 2023 (42) is similar as the past two years. In addition to the notices and comments provided, other applications were screened out by building or planning staff following Risk Management Official Written Direction provided by Wellington Source Water Protection.

Analysis continued on the threat verification data collected in previous years on residential, agricultural, industrial, commercial and institutional activities identified as potential significant drinking water threats in the approved Assessment Reports. Staff complete a variety of tasks to remove or confirm and then mitigate activities identified as potential significant drinking water threats in the approved Assessment Reports. These threat activities are existing and the analysis can involve desk top interpretation of air photos or GIS data, phone calls, review of municipal records, windshield surveys, site inspections by Risk Management staff and if confirmed, then mitigation through septic inspection, prohibition and / or negotiation of risk management plans. As a result of this analysis, staff currently estimate approximately 18% of threat activities in the municipality still require action to either remove or confirm / mitigate the threat activities while 82% have been either removed or confirmed and mitigated. Note that the percentages are weighted equally between Source Protection Authorities to provide an overall municipal percentage. The majority of the remaining threat activities are winter maintenance or fuel handling / storage activities.

To support this threats analysis and to determine compliance, 95 inspections were conducted in the Township in 2023 with 44 for compliance purposes (prohibition) with no contraventions found and 51 for threat verification or risk management plan negotiation purposes. County wide, 953 inspections were conducted in the reporting year with 19% of inspections (182) being prohibition compliance inspections, 1% (9) being RMP compliance inspections and 80% (762) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Overall, the inspections were generally related to manure application and storage prohibitions, to verify farming or winter maintenance activities or related to chemical / fuel handling and storage. Inspections were higher this year related to the need for confirmation of existing activities related to recent Assessment Report updates.

Four Risk Management Plans were agreed to in 2023 with 17 Risk Management Plans agreed to cumulatively within the Township. There are 81 Risk Management Plans in place County wide. This leaves 1 Risk Management Plan still to be signed in the Township for fuel handling / storage and it is under negotiation with the corporate office of the petroleum company. There was a Source Protection Plan deadline to have this plan in place by December 31, 2022 and this has not occurred due to the complexities of negotiating with the corporate office and delays related to the pandemic. This information will be presented to the Source Protection Committee and the Province over the next few months and if concerns are raised by either of these bodies then staff will inform Council. Staff also can impose the Risk Management Plans via an order, however, to date, staff have not chosen this route so not to disrupt the negotiations. It is staff's intention to negotiate a mutually agreed to Risk Management Plan and only utilize the order powers if negotiations fail. If an order is deemed necessary, staff are required to provide 120 days notice to the ordered parties prior to issuance of the order and the order is appealable. The remaining 19 winter maintenance properties requiring Risk Management Plans have a deadline of 2027 and staff are in progress of beginning negotiations for these properties. One winter maintenance Risk Management Plan was agreed to in 2023.

The following is a summary of the Education and Outreach results, County wide, for 2023.

In total, 40 education and outreach daily events were completed this reporting year. Fourteen of the events were training sessions for municipal staff on general source protection topics and more detailed training on how it relates to municipal planning, building, sewage, roads and risk management operations. There were over 100 attendees cumulatively at the training. Fifteen events supported a variety of municipal and public events including Fall Fairs, Home Show, winter maintenance contractor outreach (in collaboration with the City of Guelph) and other community and school events. In support of the mandatory septic inspection program, staff managed and assisted in the delivery of six Septic Social Events to educate and answer questions from residents about the program.

The remaining five days of events was for the Waterloo-Wellington Children's Groundwater Festival. Staff participates and Wellington Source Water Protection / County of Wellington is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. For 2023, the Festival offered a virtual Festival but was also back in-person for four days at the Guelph Lake Conservation Area for the first time since 2019. Links to the virtual Festival content are available here <https://www.youtube.com/@watereducation4640>. The Children's Groundwater Festival is an excellent way to reach Grade 2 to 5 and high school children (and their parents) and deliver water protection messages including source protection. Registration for the 2023 both virtual and in-person Festival was 6,489 students and teachers with views of the videos continuing after the Festival. Registrations from Wellington County was up to 23% from 11% in 2022, likely due to the Festival location being within the County. Staff continue to participate on the organizing committee and various sub-committees including serving as co-chairs.

In addition to events, development reviews and inspections continued and included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP negotiations, prohibition etc.), property specific mapping, and general Source Water information. Where necessary, stickers and metal tags were provided to proponents listing the Spills Action Centre number and that their location is located within a vulnerable area for municipal wells. Updates were made to the Wellington Source Water Protection website www.wellingtonwater.ca, and staff continue to update and maintain ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Throughout the year, social media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar or in partnership with the local Conservation Authorities. Four newspaper ads were also run during the year on topics related to water conservation, salt and fertilizer use.

In 2023, all four Source Protection Plans within the County were at different stages of amendments. Staff reviewed, provided comments and in some cases assisted Conservation Authority staff in authoring portions of the various amendments. Staff also provided support to the County's Official Plan Municipal Comprehensive Review, provided support to a number of water supply and / or water supply master plan projects related to water systems within or adjacent to the County, were involved in technical studies related to wellhead protection area updates and location of new municipal wells and participated in a provincial working group on annual reporting metrics. This includes support to the Township hydrogeologist for the new well location in Arthur.

The septic inspection program occurs on a five year cycle. The second round of inspections was scheduled to start in 2020, however, was postponed due to the COVID pandemic. It was completed within the Township in 2023. There are eight properties requiring septic inspections in the program, 7 were completed and one was exempt in 2023. Of the 7 properties inspected, 1 property had a major remedial action while 3 had minor remedial actions. Major remedial actions include tank integrity issues and leaching bed concerns while minor remedial actions include tank pump outs, lids etc. If a septic system is present within well head protection area with a vulnerability score of 10 or within an issues contributing area for nitrates, a septic inspection is required every 5 years.

For further information, please contact Kyle Davis, Risk Management Official, 519-846-9691 ext 362 or kdavis@centrewellington.ca

Note: The Source Water Protection information in this report was provided by Kyle Davis, Risk Management Official.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk
 REPORT #: CLK 2024-005
 REPORT TITLE: Traffic Calming Intersection Durham and Normanby Streets

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-005 Traffic Calming intersection Durham and Normanby Streets;

AND THAT Council authorize the installation of regulatory signs on Durham Street east and west at the intersection of Durham and Normanby to create an all-way stop intersection;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to amend By-law 130-2022 being a by-law to regulate traffic.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CLK 2024-001 Crossing Guard Safety

BACKGROUND

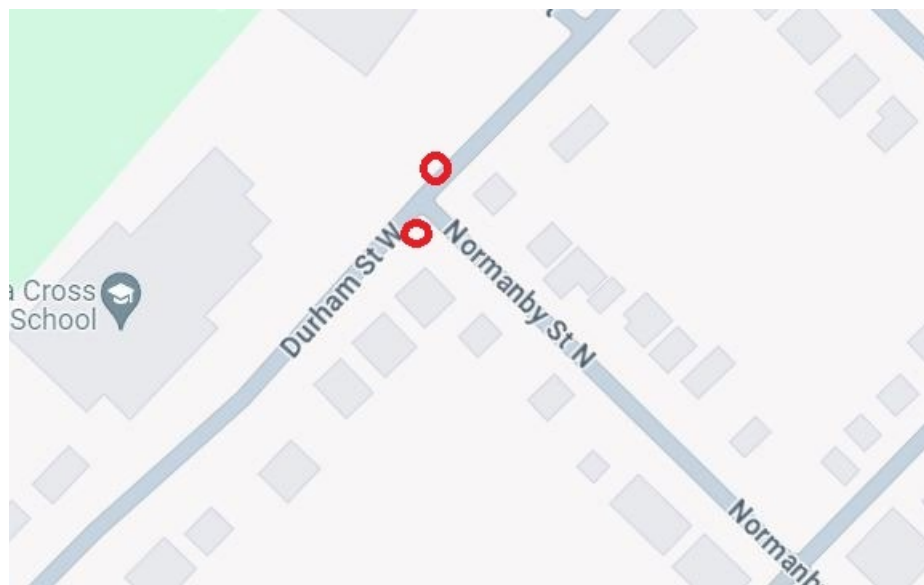
The Township of Wellington North employs six part time crossing guards with one back up guard.

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

The past few years has seen an increase in traffic and specific incidents that threaten the safety of students and municipal employees, particularly at one of the busiest school crossings located at Durham and Normanby Streets at Victoria Cross School.

After analyzing the traffic patterns, staff have determined that having stop signs installed on Durham Street east and west at the intersection of Durham and Normanby to create an all-way stop intersection would assist with traffic calming.



CONSULTATION

Staff consulted with several service areas and stakeholders including the Senior Project Manager, Manager of Transportation Services as well as staff from Victoria Cross School, Wellington County OPP and Wellington North Crossing guards.

FINANCIAL CONSIDERATIONS

Operating - cost of purchasing regulatory signs (two stop signs (Ra-1), three All-Way tab signs (Ra-1T), two new sign signs (Wb-3), and two stop ahead signs(Wb-1)) and stop bars line painting.

Staffing Implications – Existing staff time to install regulatory signage and line painting.

ATTACHMENTS

N/A

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:

- 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: 2024-02-12
 MEETING TYPE: Open
 SUBMITTED BY: JHSC
 REPORT #: JHSC 2024-001
 REPORT TITLE: Joint Health and Safety Committee 2023 Annual Report.

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report JHSC 2024-001 being the Joint Health and Safety Committee 2023 Annual Report.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- JHSC 2023-001 Annual Report (2022)
- JHSC 2020-001 Annual Report (2019)
- JHSC 2019-001 Annual Report (2018)
- JHSC 2018-001 Annual Report (2017)
- JHSC 2017-001 Annual Report (2016)
- JHSC 2016 Annual Report (2015)
- JHSC 2015 Annual Report (2014)

BACKGROUND

The Township of Wellington North and its' employees have established a Joint Health & Safety Committee under the Occupational Health & Safety Act. The Committee consists of nine representatives, 3 Management representatives and 6 Worker representatives.

This committee met on (or about) the fourth Thursday of the month, 6 times, in 2023 to:

- Review any workplace inspections performed. There are 16 workplaces to be inspected by the committee, bi-annually and 42 workplaces to be inspected in July.
- Review any accidents or incidents that have occurred.
- Review Hazard/Risk Assessment Forms submitted.
- Make recommendations to aid in maintaining the safety of all workers.
- Provide annual reviews of any Township Policies & Procedures, regarding worker safety.
- Keep up to date on the OH&S Act & Regulations.

In 2024 the Joint Health & Safety Committee:

- With the assistance of on-site worker inspections; completed 135 Inspections for 35 Worksites.
- Continued to encourage all workers to do a monthly inspection of their worksite.
- Total Sight Inspection Recommendations made in 2024: 21; Total Current Outstanding Items: 0
- Three recommendations were made to the CAO and Senior Management team for follow up and all have been resolved.
- Reviewed 3 Incident/Accident reports. One recommendation was made.
- Continues to review and make recommendations when Hazard Risk Assessments are submitted.
- Reviewed and amended the Health & Safety Committee Terms of Reference.
- Reviewed and amended the Workplace Violence & Harassment Policy No 01-16, with the assistance of our HR Manager.
- Held a catered luncheon, for all staff, on June 22nd in recognition of safety in the workplace.
- Reviewed and set the Meeting & Inspection dates for 2024. See Schedule "A" attached.

Looking towards 2024; the Joint Health & Safety Committee plans to continue reviewing and updating policies, as required and to encourage new employees to join the committee.

ANALYSIS

It has been difficult to recruit members for the committee, however an onboarding presentation has been developed and all new employees are aware of the opportunity to join the committee. This will result in more members being able to do more thorough and timely inspections.

CONSULTATION

Joint Health and Safety Committee members at the January 25, 2024 meeting.

FINANCIAL CONSIDERATIONS

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

Schedule "A" – 2024 Joint Health & Safety Committee Meeting & Inspection Schedule

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

From: Eowyn Spencer <espencer@grandriver.ca>
Sent: Friday, January 26, 2024 3:48 PM
Subject: Submission of Grand River CA Confirmation of Completion of Transition Period, and Final Inventory of Programs & Services - O.Reg 687/21 under the Conservation Authorities Act

Greetings Grand River watershed participating municipalities:

Please be advised that at the General Meeting held on January 26, 2024, the Grand River Conservation Authority (GRCA) General Membership passed the following motion:

“THAT Report Number GM-01-24-04 – Completion of Transition Period for Ontario Regulation 687/21 be approved, circulated to all Grand River watershed municipalities, posted on the Grand River Conservation Authority website, and submitted to the Ministry of Natural Resources and Forestry.”

In accordance with the above resolution and with O.Reg 687/21 under the Conservation Authorities Act, our GRCA staff report and our Final Inventory of Programs and Services is now posted under our Governance webpage, and be will circulated separately as official submission to the Ministry of Natural Resources and Forestry.

Should you have any comments or questions regarding the completion of these requirements, please reach out directly to Samantha Lawson.

Kind regards,
Eowyn Spencer
Executive Assistant
Grand River Conservation Authority
400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Office: 519-621-2763 ext. 2240
Toll-free: 1-866-900-4722

THE CORPORATION OF THE COUNTY OF WELLINGTON

File No: OP-2023-01
Municipality: Township of Wellington North
Subject Lands: Pt Park Lot 4 RP 61R-6919 Part 1;
 440 Wellington Street East,
 Mount Forest

Date of Decision: January 25, 2024
Date of Notice: February 2, 2024
Last Date of Appeal: February 22, 2024

NOTICE OF ADOPTION

**With Respect to an Official Plan Amendment
 to the County of Wellington Official Plan
 Section 22 of the Planning Act
 Re: OPA #124**

Take Notice that on the Corporation of the County of Wellington passed **By-law No. 5847-24** to adopt **Official Plan Amendment No. 124** to the County of Wellington Official Plan.

Purpose and Effect of the Official Plan Amendment

The purpose and effect of the amendment is to re-designate the subject lands from "Residential" to "Residential Special Policy Area PA6-11" to permit a 28 unit stacked townhouse development with a density of 50 units per hectare on the property known as 440 Wellington Street East, Mount Forest.

Public Input: None of the commenting agencies that provided written submissions had any concerns. There were no oral submissions from the public made at the Public Meeting dated October 10, 2023.

Related Application: A related zoning by-law amendment (ZBA10/23) has been submitted to the Township of Wellington North.

Exempt from Provincial Approval

The proposed Official Plan Amendment is exempt from approval by the Ministry of Municipal Affairs and Housing and the decision of County Council is final if a notice of appeal is not received before or on the last day for filing a notice of appeal as noted above.

When and How to file An Appeal

Any appeal to the Ontario Land Tribunal must be filed with the Corporation of the County of Wellington no later than 20 days from the date of this notice, as shown above as the last date of appeal. The notice of appeal must be sent to the attention of the Clerk for the County of Wellington at the address shown below and it must:

- (1) set out the specific part of the proposed official plan amendment to which the appeal applies,
- (2) set out the reasons for the request for appeal, and
- (3) be accompanied by the fee prescribed under the Municipal Board Act in the amount of \$1100.00 payable by certified cheque to the Minister of Finance, Province of Ontario.

Who Can File An Appeal

Only individuals, corporations or public bodies may appeal the decision of the Corporation of the County of Wellington to the Ontario Land Tribunal. A notice of appeal may not be made by an unincorporated association or group. However, a notice of appeal may be made in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the plan was adopted, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party.

Getting Additional Information:

Additional information about the application is available for public inspection during regular office hours at the Corporation of the County of Wellington at the address noted below.

Mailing Address for Filing a Notice of Appeal:

Clerk, County of Wellington
 Administration Centre
 74 Woolwich Street, Guelph ON N1H 3T9
 tel: (519) 837-2600 fax: (519) 837-1901



THE CORPORATION OF THE COUNTY OF WELLINGTON

BY-LAW 5847-24

A by-law to adopt Amendment No. 124 (440 Wellington Street E., Mount Forest)
to the Official Plan of the County of Wellington.

The Council of the Corporation of the County of Wellington, pursuant to the provisions of the
Planning Act, R.S.O. 1990, as amended, does hereby enacts as follows:

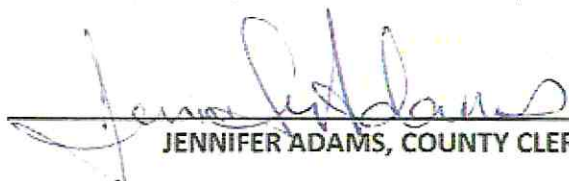
1. That Amendment No. 124 (440 Wellington Street E., Mount Forest) to the Official
Plan for the County of Wellington, consisting of the attached maps and explanatory
text, is hereby adopted.
2. That this by-law shall come into force and take effect on the day of the final passing
thereof.

READ A FIRST, SECOND AND THIRD TIME AND PASSED JANUARY 25, 2024.





ANDY LENNOX, WARDEN



JENNIFER ADAMS, COUNTY CLERK

**AMENDMENT NUMBER 124
TO THE OFFICIAL PLAN FOR THE
COUNTY OF WELLINGTON**

January 25, 2024

**AMENDMENT NUMBER 124
TO THE
COUNTY OF WELLINGTON OFFICIAL PLAN**

INDEX

PART A - THE PREAMBLE

The Preamble provides an explanation of the proposed amendment including the purpose, location, and background information, but does not form part of this amendment.

PART B - THE AMENDMENT

The Amendment describes the changes and/or modifications to the Wellington County Official Plan which constitute Official Plan Amendment Number 124.

PART C - THE APPENDICES

The Appendices, if included herein, provide information related to the Amendment, but do not constitute part of the Amendment.

PART A - THE PREAMBLE

PURPOSE

The purpose of Official Plan Amendment No. 124 is to re-designate the subject lands from "Residential" to "Residential Special Policy Area PA6-11" to permit a 28 unit stacked townhouse development with a density of 50 units per hectare on the property known as 440 Wellington St. E., Mount Forest.

LOCATION AND PROPERTY DESCRIPTION

The land subject to the proposed amendment is legally described as Plan Town of Mount Forest, Part Park Lot 4, RP 61R22383, Parts 2 & 3, Geographic Town of Mount Forest, and municipally known as 440 Wellington St. E., Mount Forest. The subject property is approximately 0.56 ha (1.38 ac) in size and is currently occupied by a single detached dwelling and an accessory structure which will be removed. Surrounding land uses include low density and medium density residential uses, and a church.

BASIS

The County of Wellington Official Plan includes policies which guide and set expectations for residential growth within the County. Intensification of existing developed areas is generally encouraged by the policies of the Plan. More specifically, the Official Plan includes policies which require that new medium density development such as townhouses and apartments be compatible with adjacent uses and meet specific criteria related to density, location, lot size, site design and servicing.

Section 8.3.5 Medium Density Development of the Official Plan establishes that medium density development on full municipal services should not exceed 35 units per hectare (14 units per acre) for townhouses or row houses, and 75 units per hectare (30 units per acre) for apartments. It is recognized that it may not always be possible to achieve these densities on smaller sites. Stacked townhouses are not specifically discussed or defined in the Official Plan, however this housing form is generally considered a medium density residential use.

The applicant is proposing to construct stacked townhouse dwellings which are similar in form and footprint to an apartment building. The main difference between the stacked townhouse units and an apartment is that each stacked townhouse unit has direct access to the outside instead of access being provided through a central/communal hallway like an apartment. If central/communal access was provided, the proposed units would meet the definition of an apartment building and would clearly conform with the Official Plan density requirements.

The proposed density of 50 units per hectare (for the stacked townhouses on this site) is appropriate considering that the use is compatible with neighbouring properties, and that the proposed site plan demonstrates that the site can adequately function providing room for parking, snow storage, drainage, landscaping, garbage storage and an amenity area. Sufficient building setbacks are also provided for the proposed development which will provide for separation between uses, and room for landscaping and buffering on site. The proposed development is a compatible form of intensification and provides a needed alternative form of housing in the community.

A Planning Justification Report prepared by Cobide Engineering Inc. provides a review of applicable planning policy and provides the rationale and basis for the proposed amendment.

A Functional Servicing & Stormwater Management Report has also been submitted to support the amendment application to address potential servicing and drainage impacts to neighbouring properties.

The proposal has received Municipal support and there are no outstanding public or agency concerns.

OTHER APPLICATIONS

A related zoning by-law amendment (ZBA 10/23) has also been filed with the Township of Wellington North to rezone the property from Low Density Residential (R1-C) to High Density Residential (R3) with site specific provisions.

The final approval of the zoning by-law amendment by Township Council is pending adoption of the official plan amendment by the County.

A future draft plan of condominium application is planned for the development.

PART B - THE AMENDMENT

All of this part of the document entitled **Part B - The Amendment**, consisting of the following text, constitutes Amendment No. 124 to the County of Wellington Official Plan.

DETAILS OF THE AMENDMENT

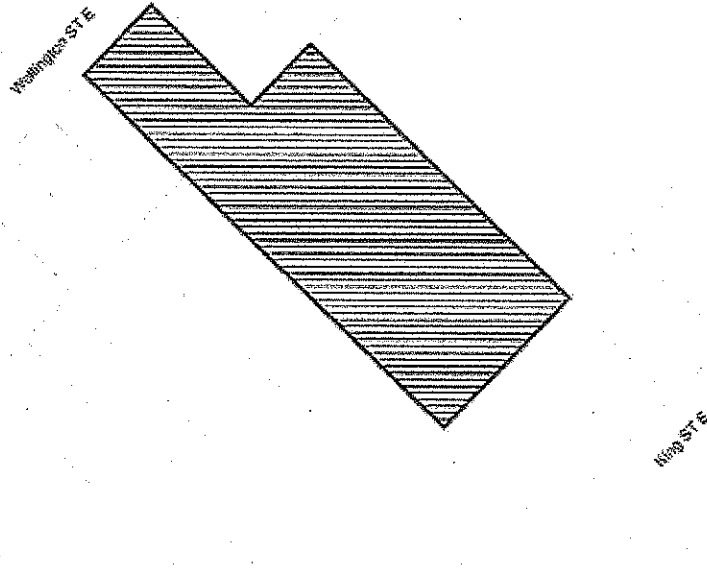
The Official Plan of the County of Wellington is hereby amended as follows:

1. THAT Schedule B6-1 (MOUNT FOREST) is amended, by re-designating the lands legally described as Plan Town of Mount Forest Part Park Lot 4 RP 61R22383 Parts 2 & 3, Geographic Town of Mount Forest with a municipal address of 440 Wellington St. E., Mount Forest, as shown on Schedule "A" to this amendment from "Residential" to "Residential Special Policy Area PA6-11".
2. THAT Section 9.7 – Wellington North Local Policies be amended by adding the following new section and wording:

PA6-11 440 Wellington St. E, Mount Forest

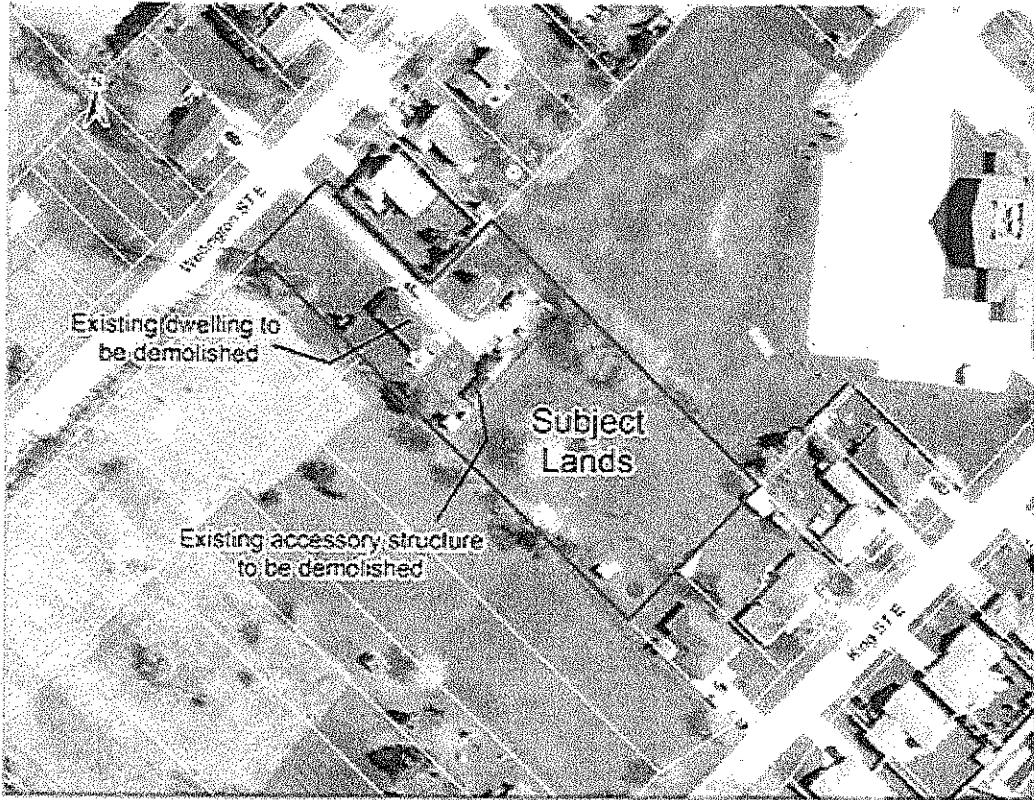
"On the lands identified as PA6-11 on Schedule B6-1, a stacked townhouse development with a maximum density of 50 units per ha is also be permitted."

THE CORPORATION OF THE COUNTY OF WELLINGTON
SCHEDULE "A"
OF
OFFICIAL PLAN AMENDMENT NO. 124



Re-designate from "Residential" to "Residential Special Policy Area PA6-11"

PART C – THE APPENDICES



2020 Air Photo of Subject Lands



WELLINGTON NORTH
SEMPER PORRO

NOTICE 2024 SANITARY ALLOCATION APPLICATIONS

TAKE NOTICE that the Council of the Township of Wellington North intends to consider Sewage Unit Allocations for 2024 per Policy # 012-19 at a meeting of Council in April 2024 for the urban centre of Mount Forest.

Arthur Sewage Allocations remain suspended as per Council's October 11, 2023 Direction (decision).

Take notice that applications per this policy, should be submitted on or before **March 31st**.

Applications can be found at: [sewage-allocation-policy-2021.pdf](#)
([wellington-north.com](#)).

Dated: Tuesday February 6, 2024

Tammy Stevenson, C.E.T.
Senior Project Manager
T. 519.848.3620 ext. 4629
E. tstevenson@wellington-north.com

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

BY-LAW NUMBER 007-2024

**BEING A BY-LAW TO AMEND BY-LAW 114-2023 BEING A
BY-LAW TO REGULATE TRAFFIC IN THE TOWNSHIP OF
WELLINGTON NORTH**

WHEREAS Council deems it necessary to pass an amendment to By-law 114-2023 being a by-law to regulate traffic in the Township of Wellington North.

THEREFORE the Council of the Corporation of the Township of Wellington North amends By-law 114-2023 as follows:

ADD:

'Durham Street West/Normanby Street North' to Schedule "C" All-Way stop signs

READ AND PASSED THIS 12th DAY OF FEBRUARY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 008-2024

BEING A BY-LAW TO AMEND BY-LAW 134-2022 BEING A BY-LAW TO APPOINT MEMBERS TO THE ARTHUR BUSINESS IMPROVEMENT AREA BOARD OF DIRECTORS

NOW THEREFORE the Council of The Corporation of the Township of Wellington North enacts as follows:

1. **THAT** the following individual be removed from the Arthur Business Improvement Area Board of Directors for the 2022 - 2026 term:
 - Tom Gorecki
2. **THAT** the Mayor and the Clerk are hereby authorized and directed to sign the amending appointment by-law.
3. **THAT** this By-law shall come into effect on passage.

READ AND PASSED THIS 12TH DAY OF FEBRUARY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 009-2024

BEING A BY-LAW TO AMEND BY-LAW 135-2022 BEING A BY-LAW TO APPOINT MEMBERS TO THE MOUNT FOREST BUSINESS IMPROVEMENT AREA BOARD OF DIRECTORS

NOW THEREFORE the Council of The Corporation of the Township of Wellington North enacts as follows:

1. **THAT** By-law 135-2022 be amended by removing the following individuals from the Mount Forest Business Improvement Area Board of Directors from the 2022-2026 term:

Kathleen Delchario,
Jayme Hewson

2. **THAT** the following individuals be appointed to the Mount Forest Business Improvement Area Board of Directors for the 2022 – 2026 term:

Maggie Schram
Amanda Boylan
Rachael Whetham
Allison Litt

3. **THAT** the Mayor and the Clerk are hereby authorized and directed to sign the appointment by-law.
4. **THAT** this By-law shall come into effect on passage.

READ AND PASSED THIS 12TH DAY OF FEBRUARY 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 010-2024

BEING A BY-LAW TO AMEND BY-LAW NUMBER 6000-2023, A BY-LAW TO REGULATE THE PARKING OR STOPPING OF VEHICLES ON HIGHWAYS, PUBLIC PARKING LOTS AND IN SOME INSTANCES, PRIVATE PROPERTY WITHIN THE TOWNSHIP OF WELLINGTON NORTH.

WHEREAS the Council of The Corporation of the Township of Wellington North deems it expedient amend the parking by-law.

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

- 1. THAT** Schedule “E” No Parking Zones to By-law No. 6000-2023 be amended as follows:

Add:

Preston Street, west side, between Domville Street to Smith Street, anytime.

Tucker Street, west side, between Domville Street to Eliza Street, anytime.

Durham Street, south side, from Normandy Street to a point ± 17 m east of Normandy Street, anytime.

Corrections:

Smith Street, west side only, from Frederick Street to a point ± 75 metres north of Frederick Street.

Foster Street, east side, from a point ± 45 metres south of Sligo Road to a point ± 15 metres north of Durham Street West.

- 2. THAT** Schedule “G” School Bus Loading Zones to By-law No. 6000-2023 be amended as follows:

Add:

Parkside Drive, east side, between York Street and ± 35 metres south of Queen Street East.

Wellington Street East, north side, between ± 33 metres east of Fergus Street and ± 70 metres west of Egremont Street.

3. **THAT** this by-law shall come into force and take effect, when properly worded "School Bus loading zone" signs have been erected.

READ AND PASSED THIS 12TH DAY OF FEBRUARY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 012-2024

BEING A BY-LAW TO AUTHORIZE A LEASE AGREEMENT FOR PURPOSES OF AN ARCHIVES AND MUSEUM OWNED BY THE MUNICIPALITY (Part Lot 13, RP 60R1348, Part 1, 102 Main Street South, (former Town of Mount Forest) – The Mount Forest Heritage Society)

WHEREAS:

The Corporation of the Township of Wellington North is the owner of the lands and building in the former Town of Mount Forest, being Part Lot 13, RP 60R 1348, Part 1, 102 Main Street South;

Council deems it in the best interest of the Township to enter into a lease agreement with the Mount Forest Heritage Society.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH (“the Corporation”) enacts as follows:

1. The Corporation is hereby authorized to enter into a lease agreement with The Mount Forest Heritage Society for the said first floor and the basement of the premises attached hereto as Schedule “A”.
2. The Mayor and the Clerk are hereby authorized and directed to sign the lease agreement on behalf of the Corporation.

READ AND PASSED THIS 12TH DAY OF FEBRUARY, 2024

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THIS LEASE made the 12th day of February, 2024

IN PURSUANCE OF THE SHORT FORMS OF LEASES ACT

BETWEEN:

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

Hereinafter called the "Lessor"
OF THE FIRST PART

- and -

THE MOUNT FOREST HERITAGE SOCIETY

Hereinafter called the "Lessee"
OF THE SECOND PART

WITNESSETH that in consideration of the rents, covenants and agreement hereafter reserved and contained on the part of the said Lessee, to be paid, observed and performed, the said Lessor has demised and leased and by these presents doth demise and lease unto the said lessee:

ALL THOSE CERTAIN PREMISES known and described as Part Lot 13, RP 60R 1348, Part 1, 102 Main Street South, sometimes known as the former Town of Mount Forest Town Hall or the Town of Mount Forest Old Post Office, in the Township of Wellington North, in the County of Wellington, subject to existing sub-lease (hereinafter called the "Premises"). It is further understood and agreed that the Lessee shall only occupy the first floor and the basement of the premises currently used for Archives purposes.

TERM

TO HAVE AND TO HOLD the said demised Premises for and during the term of ten (10) years to be computed from 1st day March, 2024 and from thenceforth ensuing and to be fully completed and ended on the 28th day of February, 2034.

- 2 -

RENTAL

THE PARTIES AGREE that there shall be no rent payable by the Lessee to the Lessor during the term of this Lease. All rent payable by the sub-tenants of the building will be paid directly by the sub-tenants to the Lessor.

REPAIRS AND RENOVATIONS

THE Lessor agrees that all major repairs to the plumbing and electrical systems, furnace, insulation, roof, storm windows, outside painting and pointing, and structural repairs both interior and exterior, shall be its responsibility. THE Lessee agrees that regular maintenance, internal renovations including painting and repairs of a minor nature shall be its responsibility. The Lessee shall be responsible for its own snow removal, as well as cleaning and garbage disposal in the areas of the Premises that it occupies.

THE Lessee agrees that it will leave the Premises in a good state of repair (reasonable wear and tear and damage by fire, lightning and tempest excepted).

UTILITIES

THE Lessor hereby covenants to pay for all charges for electrical energy, water and sewer rates and utilities used in the Premises.

NOTICE OF ACCIDENT

THE Lessee shall give the Lessor prompt written notice of any accident or other defect in water pipes, gas pipes, or heating apparatus, electric, or other wires on any part of the Premises.

INSURANCE

The Lessor shall insure the building and provide third party liability insurance. The Lessee shall be responsible for its own contents and insurance thereon, as well as third party liability insurance, and shall provide confirmation of such insurance coverage annually to the Lessor.

IN WITNESS WHEREOF the parties have executed these presents.

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

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) _____
) Andrew Lennox, Mayor

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) _____
) Karren Wallace, Clerk

) **THE MOUNT FOREST HERITAGE SOCIETY**

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)
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) _____
) Beverlee Fettes, Chair beverlee@wightman.ca

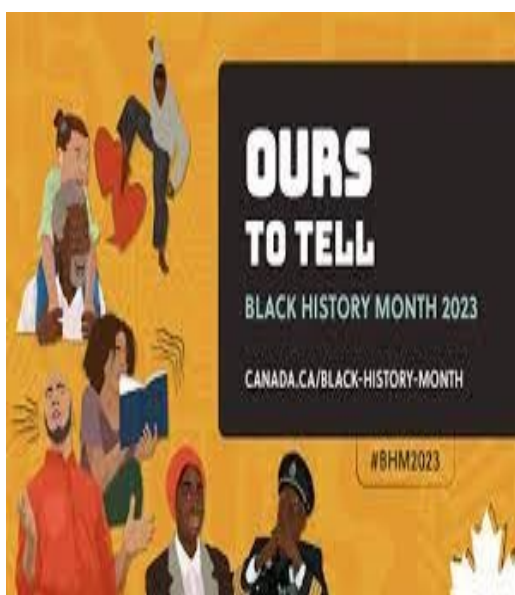
)
)
) _____
) Kate Rowley, Treasurer katerowley@me.com



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

CULTURAL MOMENT FOR FEB 12TH CELEBRATES BLACK HISTORY MONTH

Every February, people across Canada participate in Black History Month events and festivities that honour the legacy of Black people in Canada and their communities. The 2023 theme for Black History Month is: "Ours to Tell". This theme represents both an opportunity to engage in open dialogue and a commitment to learning more about the stories Black communities in Canada have to tell, about their histories, successes, sacrifices, and triumphs.



In the early 19th century, the unsettled area from Lake Huron to Waterloo County and north was known as the Queen's Bush. Over 1500 Black refugee slaves escaped the southern states and began settling in this area around the 1820's. Many settled around Glen Allen, Wellesley and Hawksville. They cleared land, built homes, churches, and schools and American missionaries came to teach and preach.

Their journey to Ontario was nothing more than a miracle. In the southern states they were hunted and as they made their way north with help from the Underground Railway and Abolitionists there were still many in the northern states who would seem to be helpful but capitalize by turning in a runaway slave for the \$50.00 cash reward.

In the 1840's, the Queen's Bush land was ordered to be surveyed and with the immigration of many families from Europe and the UK in the 1850's, the Black families were forced to leave the land they had cleared and houses they had built in the years leading up to this. In the writings of Benjamin Drew who interviewed the Black refugees that settled near Glen Allen in Peel Township, William Jackson, a former slave quoted, *"There were as many as 50 families who began to clear land for farms. They settled where they found fit with no thought of price or terms of the land."* As they cleared the property and planted crops to sell, their lack of education, reading and keeping records left them without any means to deal with the land agents when they came to collect money for the land after the survey was done.

A great many of these refugees sold what meager belongings they had and with the Garafraxa Road (Highway 6) being surveyed and built from Fergus North around this same time, 1843, there is speculation that many of these displaced Black families travelled through our township on their way to Owen Sound. They started again, often working for others to gain money, to be financially independent, to be free and to live in peace.

From the Narratives of Refugee Slaves by Benjamin Drew 1856 Wellington County Museum and Archives

Submitted by Bonny McDougall, Wellington North Cultural Roundtable

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

BY-LAW NUMBER 013-2024

**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
FEBRUARY 12, 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 February 12, 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 12TH DAY OF FEBRUARY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK