

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – APRIL 22, 2024 AT 7:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 6:30 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/89382911676>

Or join by phone:

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

Webinar ID: 893 8291 1676

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the April 22, 2024 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

CLOSED MEETING SESSION

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

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

Recommendation:

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

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

1. REPORTS

- Report C&ED 2024-018 Arthur Business Improvement Association
- Report CLK 2024-010 Animal Control By-law Prosecution

2. REVIEW OF CLOSED SESSION MINUTES

- April 8, 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 C&ED 2024-018 Arthur Business Improvement Association;
AND THAT Council approve the confidential direction to staff.

Recommendation:
THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2024-010 Animal Control By-law Prosecution;
AND 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 April 8, 2024 Council Meeting.

O'CANADA

COUNTY COUNCIL UPDATE

Campbell Cork, Ward 3 County Councillor

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- 1. Regular Meeting of Council, April 8, 2024 001
- 2. Public Meeting, April 8, 2024 011

Recommendation:
THAT the minutes of the Regular Meeting of Council and the Public Meeting held on April 8, 2024 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

- 1. MINUTES
 - a. Mount Forest Aquatics Ad-Hoc Advisory Committee, April 2, 2024 015

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 April 2, 2024.

- b. Mount Forest Business Improvement Association, April 9, 2024 018

Recommendation:
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 April 9, 2024.

2. BUILDING

- a. Report CBO 2024-005 Building Permit Review March 2024 020

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2024-005 being the Building Permit Review for the month of March 2024.

3. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2024-016 Grants and Donations Community Development Program 022

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-016 being a report on the Grants and Donations Community Development Program;

AND THAT Council, in recognition of the important role that not-for-profit organizations and community groups play in our municipality, approves the recommendation to advance \$61,635.82 in grants to the following organizations:

GROUP	RECOMMENDED
Arthur Agricultural Society	\$ 500.00
Arthur By the Fire	\$ 1,000.00
Arthur Chamber of Commerce	\$ 3,700.00
Arthur and District Horticultural Society	\$ 600.00
Arthur Lions Club (fee waiver)	\$ 685.00
Arthur Optimist Club	\$ 2,500.00
Arthur Opti-Mrs. Club	\$ 500.00
Arthur St Andrew's Presbyterian Church	\$ 750.00
Arthur SU Sports Camp (fee waiver)	\$ 663.70
Big Brothers Big Sisters of North Wellington (fee waiver)	\$ 740.00
Big Brothers Big Sisters of North Wellington	\$ 1,000.00
Christmastime in Arthur (fee waiver)	\$ 500.00
Community Resource Centre of North and Centre Wellington	\$ 3,825.00
Friends of Bill Walker "Git Yer Hillbilly On" Ribfest (fee waiver)	\$ 385.00
Hayden's Hope Foundation (fee waiver)	\$ 1,689.12
Hospice Wellington – Walking Group (fee waiver)	\$ 1,000.00
Hospice Wellington – Coffee and Caregivers Program (fee waiver)	\$ 1,000.00
Mount Forest Senior Group - Kay Ayres	\$ 500.00
Mount Forest Chamber of Commerce	\$ 2,500.00
Mount Forest Community Garden	\$ 1,000.00
Mount Forest & District Arts Council	\$ 350.00
Mount Forest Family Health Team – Gentle Movement Program (fee waiver)	\$ 1,000.00
Mount Forest Fireworks Festival	\$ 2,500.00
Mount Forest Horticultural Society	\$ 1,500.00
Mount Forest Leos Club (fee waiver)	\$ 1,000.00

Mount Forest Lions Club (\$1,155 fee waiver, \$500 donation)	\$ 1,655.00
Mount Forest Louise Marshall Hospital Auxiliary (fee waiver)	\$ 945.00
Mount Forest Louise Marshall Hospital Foundation – (fee waiver)	\$ 3,038.00
North Wellington Health Care Recruitment	\$10,000.00
Seniors’ Centre for Excellence	\$10,000.00
The Raw Carrot Gourmet Soup Enterprise	\$ 500.00
VON Smart Program - Arthur (fee waiver)	\$ 1,560.00
Wellington Heights Secondary School – Warm Winter Wishes	\$ 650.00
Wellington Heights Secondary School – Scholarships	\$ 900.00
York Soaring Association	\$ 1,000.00
TOTAL REQUESTS/GRANTS - \$15,360.82 (fee waivers) - \$46,275.00 (donations)	\$61,635.82

AND FURTHER THAT Council, provide direction to staff regarding the six applications outlined below, that require council review and decision;

GROUP	REQUEST
Arthur Minor Hockey Association	\$ 1,494.00
Arthur Public School Parent Council	\$10,000.00
Arthur – St. John’s Catholic School	\$ 9,000.00
Green Wave Soccer Mount Forest	\$ 6,764.00
Mount Forest Air Cadets	\$ 7,500.00
Wellington North-Wide Yard Sale	\$ 1,370.00
	\$36,128.00

AND FURTHER THAT Council direct Staff to review the delivery of the Grants and Donations Community Development Program for 2025.

- b. Report C&ED 2024-017 Recreation Programs Update 046

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report C&ED 2024-017 on Recreation Programs Update.

- c. Report C&ED 2024-019 25th Anniversary of Amalgamation Celebrations 051

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-019 on the 25th Anniversary of Amalgamation Celebrations;

AND THAT Council, in recognition of the 25th anniversary of amalgamation, approves the recommendation on activities and budget as outlined below:

Item/Event	Cost	Budget Allocation
BBQ Lunch and Open House	\$4,500	Council Directed Initiatives
Time Capsule	\$500	Council Directed Initiatives
Event Presence	\$500	C&ED/Admin Operating Budget - Marketing
Celebratory Swag and Giveaways	\$5,000	HR/Admin Operating Budget
Total	\$10,500	

4. FINANCE

- a. Vendor Cheque Register Report, April 15, 2024 056

Recommendation:
 THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated April 15, 2024.

- b. Report TR 2024-004 Asset Retirement Obligation Policy 061

Recommendation:
 THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2024-004 being a report on the Township’s asset retirement obligation policy.
 AND THAT the Council of the Corporation of the Township of Wellington North adopt the asset retirement obligation policy.

5. FIRE

- a. Report FIRE 2024-001, 2024 Fire Services Work Plan and Committee Appointee 072

Recommendation:
 THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2024-001 for information and adopt the 2024 workplan as outlined;

1. Community Risk Assessment Completion and Submission
2. Master Fire Plan Data Collection and Framework
3. Mount Forest Fire Station Review
4. Recruitment and Retention

AND THAT the Council of the Corporation of the Township of Wellington North appoint Mayor Lennox to be the Wellington North Council representative on the Fire Service Partnership Committee.

6. INFRASTRUCTURE

- a. Report INF 2024-008, 2024 Sewage Allocation 075

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-008 2024 Sewage Allocation;

AND THAT Council review and adopt the 2024 Reserve Capacity Calculations for Arthur and Mount Forest as prepared by Triton Engineering Services Limited dated April 8, 2024;

AND FURTHER THAT Council direct staff to work towards entering a sewage allocation agreement with the following developers in Wellington North:

- Marlanna Homes – Newfoundland Subdivision – 18 Units;
- John Welton Custom Homebuilding Ltd. – Sunvale Homes Subdivision (NW Corner of Cork and Martin Streets) – 41 Units; and
- Wilson Developments Inc. – 440 Wellington Street East – 28 Units.

AND FURTHER THAT Council award the necessary units to allow the Building Department to have twenty (20) units of sewage allocation for each urban centre, Arthur and Mount Forest, for distribution during 2024 for infill lots;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign any by-laws to enter into the any necessary agreements;

AND FURTHER THAT Council direct staff to submit a copy of this resolution, copies of the reports prepared by Triton Engineering Services Limited, and the resolution from this report to the Ministry of the Environment, Conservation & Parks.

7. ADMINISTRATION

- a. Report CAO 2024-005 Emergency Management Programme Committee Structure Update

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Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-005 Emergency Management Programme Committee (EMPC) Structure Update for information;

AND THAT Council revise the Emergency Management Programme Committee for the Township of Wellington North to include:

- Mayor
- CAO
- Clerk
- Township Fire Department (Fire Chief)
- Wellington North Power (Chief Executive Officer)
- Wellington County OPP (Inspector or Staff Sergeants, Sergeants)
- Guelph Wellington EMS (Chief, Acting Chief, Supervisors)
- Wellington Dufferin Guelph Public Health (Public Health Managers, Health and Safety Coordinator/Inspectors)
- Wellington County Emergency Management (CEMC)

And FURTHER THAT any other persons or agency representatives that may be appointed by Council from time to time;

And FURTHER THAT Council designates authority to the Committee to appoint the CAO as Chair on behalf of the members;

AND FURTHER THAT the Committee is responsible for overseeing the development of the Township's Emergency Management Programme ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis;

AND FURTHER THAT the CEMC shall provide Council with an annual report on the status of the Township of Wellington North's Emergency Management Programme for their review, consideration, and approval.

- b. Emergency Management Ontario memorandum dated April 9, 2024 regarding Ontario's Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report 121

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Emergency Management Ontario memorandum dated April 9, 2024 regarding Ontario's Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report.

- c. Emergency Management Ontario correspondence dated April 15, 2024 regarding Township of Wellington North compliance with Emergency Management and Civil Protection Act (EMCPA) requirements in 2023 148

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Emergency Management Ontario correspondence dated April 15, 2024 regarding Township of Wellington North compliance with Emergency Management and Civil Protection Act (EMCPA) requirements in 2023.

- d. Upper Grand District School Board correspondence dated April 11, 2024 regarding 2023-24 Long Term Accommodation Plan (LTAP) Comprehensive Report 150

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Upper Grand District School Board correspondence dated April 11, 2024 regarding 2023-24 Long Term Accommodation Plan (LTAP) Comprehensive Report.

8. COUNCIL

- a. County of Wellington Planning Committee Report dated March 14, 2024 regarding 2023 Residential Development Monitoring 151

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report dated March 14, 2024 regarding 2023 Residential Development Monitoring.

- b. County of Wellington Planning Committee Report dated April 11, 2024 regarding County Official Plan Review - Housing Focused: A Housing Policy Review in Wellington County 164

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report dated April 11, 2024 regarding County Official Plan Review - Housing Focused: A Housing Policy Review in Wellington County.

- c. County of Wellington, Notice of Study Completion Schedule “C” Municipal Class Environmental Assessment Study, Wellington Road 109 Bridges from Highway 6 to Sideroad 7, Township of Wellington North, issued April 4, 2024 178

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Notice of Study Completion Schedule “C” Municipal Class Environmental Assessment Study, Wellington Road 109 Bridges from Highway 6 to Sideroad 7, Township of Wellington North, issued April 4, 2024

- d. Barclay Nap, President, Wellington Federation of Agriculture, correspondence regarding the importance of Minimum Distance Separation requirements 179

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Barclay Nap, President, Wellington Federation of Agriculture regarding the importance of Minimum Distance Separation requirements.

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 April 22, 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

CULTURAL MOMENT

- Celebrating the 25th Anniversary of Amalgamation 181

CONFIRMING BY-LAW 182

Recommendation:
THAT By-law Number 033-2024 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 April 22, 2024 be read and passed.

ADJOURNMENT

Recommendation:
THAT the Regular Council meeting of April 22, 2024 be adjourned at __:__ p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Northern Wellington – Explore Your Future, Arthur & Area Community Centre	Tuesday, April 23, 2024	9:30 a.m. to 2:30 p.m.
Mount Forest Aquatics Ad Hoc Advisory Committee Meeting, Mount Forest Sports Complex Meeting Room	Tuesday, April 23, 2024	7:00 p.m.
Administrative Professionals Day	Wednesday, April 24, 2024	
Mount Forest Chamber Business After 5:00, Mount Forest Bowling Alley	Thursday, April 25, 2024	5:30 p.m.
Mayor’s Roundtable, Mount Forest Sports Complex Lower Leisure Hall	Friday, April 26, 2024	9:00 a.m. to 11:00 a.m.
Growth Management Action Plan Advisory Committee Meeting, Arthur and Area Community Centre	Tuesday, April 30, 2024	7:00 p.m.
Clerks Week	May 5 – 11, 2024	
Regular Council Meeting	Monday, May 6, 2024	2:00 p.m.
Economic Development Week	May 6 – 10, 2024	
Arthur Chamber of Commerce Meeting, Arthur Chamber Office	Wednesday, May 8, 2024	5:30 p.m.
Mount Forest BIA Meeting, Mount Forest Sports Complex Meeting Room	Tuesday, May 14, 2024	8:00 a.m.
Mount Forest Chamber of Commerce Meeting, Mount Forest Chamber Office	Tuesday, May 14, 2024	4:30 p.m.
Regular Council Meeting	TUESDAY, May 21, 2024	7:00 p.m.
Arthur BIA, virtual	Wednesday, May 22, 2024	7:30 p.m.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – APRIL 8, 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
<https://www.youtube.com/watch?v=1k-caIMLZkM>

Members Present: Mayor: Andrew Lennox
Councillors: Lisa Hern
Steve McCabe
Penny Renken

Members Absent: Councillor: Sherry Burke

Staff Present:

Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Amy Tollefson
Chief Building Official: Darren Jones
Manager of Transportation Services: Dale Clark
Manager Community & Economic Development: Mandy Jones
Economic Development Officer: Robyn Mulder
Economic Development Officer: Dale Small
Recreation Service Manager: Tom Bowden
Senior Planner: Jessica Rahim

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2024-107

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Agenda for the April 8, 2024 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest disclosed.

CLOSED MEETING SESSION

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

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

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

RESOLUTION: 2024-108

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:32 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

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

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

CARRIED

1. REPORTS

- C&ED 2024-013 on 320 King St. E., Mount Forest

2. REVIEW OF CLOSED SESSION MINUTES

- March 11, 2024

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2024-109

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:44 p.m.

CARRIED

RESOLUTION: 2024-110

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive C&ED 2024-013 on 320 King St. E., Mount Forest;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2024-111

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the March 11, 2024 Council Meeting.

CARRIED

Council recessed until 2:00 p.m.

COUNTY COUNCIL UPDATE

Andrew Lennox, Mayor

- Notice of Completion of EA Study regarding the replacement of the bridges on Wellington Road 109 east of Arthur. The County is budgeting for replacement of all four bridges and is working on the details of timing but will likely start next year. One lane will be open at all times with either a temporary bridge or taking away part of the bridge and leaving the rest open to traffic while work is being done. Discussion is taking place about timing as it will be disruptive and there is a lot of traffic involved. The original plan was to complete one per year for four years. Consideration is being given to doing two bridges at a time.
- Police Service Boards are being restructured under new legislation as of April 1st. We are reconstituting our board but the basic structure in Wellington County won't be changing. Instead of two members of County Council, one locally appointed member, and two provincially members; we are going to three elected County officials, one locally appointed, and one provincially appointed. The locally appointed and elected officials have been set for the new framework, but they are going to wait on the Province to appoint the provincial member.
- Wellington County manages provincially appointed social services for Wellington County and the City of Guelph. Land ambulance is managed by the City of Guelph, but also serves all of the County of Wellington. There hasn't been a shared governance structure for over a decade. That will continue in terms of legal responsibility; but there is now an agreement to have a Joint Social Services Land Ambulance Committee to review issues with both services. It will be made up of four members from the County of Wellington and four members from the City of Guelph. It will allow the City to be more engaged with social services and the County more engaged in the land ambulance starting on April 3rd.

PRESENTATIONS

Inspector Steve Thomas, Detachment Commander, County of Wellington O.P.P.
County Councillor Earl Campbell, Chair, Police Services Board

- 2023 Year End Report

Chair Campbell brought greetings from the board and thanked Council for their interest. He noted the Board will be known as the O.P.P. Detachment Board under the new legislation. He advised the biggest complaint they receive is about traffic and he urged people be mindful that the O.P.P. is analytics driven, so they are encouraged to use the 1-888-310-1122. If they call with their complaint, it gets captured in their analytics and it helps O.P.P. focus on where they should be doing their enforcement.

Inspector Thomas thanked Council for inviting them to attend. He presented the County of Wellington O.P.P. Police Services Board 2023 Year End Report. Staffing; statistics for traffic complaints, violent crime, property crime, drug crime, criminal

traffic, traffic collisions, traffic offences and charges, and information on motor vehicle collision report centres were outlined.

Recently they started a communications strategy with the County and the first electronic newsletter has gone out on the County webpage. They are running a citizens police academy to give members of the public the opportunity to learn more about what they have to offer and the types of things they do. Coffee with a Cop gives command staff an opportunity to get out and interact with people that might not normally come into contact with them.

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2024-112

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North recess the April 8, 2024 Regular Meeting of Council at 2:38 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

PUBLIC MEETING

- Alette Holsteins Inc., ZBA 04/24

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2024-113

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North resume the April 8, 2024 Regular Meeting of Council at 2:48 p.m.

CARRIED

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 029-2024 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Concession 5, Part Lot 6 with civic address of 7572 Sideroad 3 E. – Alette Holsteins Inc.)

RESOLUTION: 2024-114

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT By-law Number 029-2024 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read and passed. (Concession 5, Part Lot 6 with civic address of 7572 Sideroad 3 E. – Alette Holsteins Inc.)

CARRIED

DEPUTATIONS

- a. Melissa Kooiman, Community Liaison & Program Coordinator, Copernicus Educational Products
 - Request Council reduce the fee for the Zoning By-law Amendment application for Copernicus Outdoor Nature Education Programs

After a five-week pilot of free nature-based programs last summer on the Copernicus Nature Reserve for the children in the community of Arthur; Copernicus Educational Products (CEP) has applied for a Zoning By Law Amendment to continue offering land based learning opportunities free to the children & families of Arthur year round through Copernicus Outdoor Nature Education Programs (CONEP). As CONEP is an initiative that will not be profitable in nature, we are kindly asking Council to consider reducing the \$10 000 fee for the Zoning By-Law Amendment application.

QUESTIONS ON AGENDA ITEMS

No registration for questions on agenda items.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, March 25, 2024
2. Public Meeting, March 25, 2024

RESOLUTION: 2024-115

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on March 25, 2024 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

Notice of Motion introduced by Councillor Steve McCabe at the Regular Council Meeting held on March 25, 2024.

RESOLUTION: 2024-116

Moved: Councillor McCabe

Seconded: Councillor Renken

WHEREAS, Margarette Rae Morrison Luckock, known as Rae Luckock was a feminist, social justice activist, peace activist and, with Agnes Macphail, one of the first two women elected to the Legislative Assembly of Ontario, in 1943;

AND whereas Margarette was originally from Arthur, in the Township of Wellington North;

AND whereas the remarkable history of this woman has been in the shadows for far too long;

I am introducing a Notice of Motion to have staff consult with the Province to investigate the feasibility of having a plaque commissioned in memory of Margarette in a similar manner to the plaque installed in memory of her father, James Morrison and bring a report back to Council with a recommendation, costing, timelines and suitable public location for the plaque.

CARRIED

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

3a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2024-117

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT all items listed under Items For Consideration on the April 8, 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 Grand River Conservation Authority Summary of the General Membership Meeting held on March 22, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority Membership Meeting #1-2024 held on January 24, 2024 and Annual Meeting of the Membership #2-2024 held on February 14, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Source Protection Authority Meeting #1-24 held on January 24, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Chamber of Commerce Board Meeting held on March 12th, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Committee meeting held on March 21, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Grey Sauble Source Protection Committee Meeting #93 held on November 24, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Township of Wellington North Growth Management Action Plan Project Advisory Committee Meeting #3 held on March 19th, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-009 Consent Application B13-24, Reginald & Shirley Small (Severance).

AND THAT Council support consent application B13-24 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 retained lands be rezoned to prohibit residential development to the satisfaction of the local municipality and the County of Wellington Planning and Development Department; and
- THAT zoning compliance be achieved to the satisfaction of the Township.

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 Report DEV 2024-010 Consent Application B18-24, Paul & Donna Green (Severance).

AND THAT Council support consent application B18-24 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 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; And further that servicing be provided to the retained lot to the satisfaction of the Township.
- THAT driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- THAT the owner obtain zoning approval for a reduction in interior side yard, proposed is 0.5 m whereas the by-law requires 1 m for the shed on the retained portion on the property; and
- THAT zoning compliance be achieved to the satisfaction of the Township.

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 Report DEV 2024-011 Consent Application B25-24, 1648308 Ontario Limited (Easement).

AND THAT Council support consent application B25-24 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;

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 Planning Report prepared by Curtis Marshall, Manager of Development Planning, dated March 28, 2024, regarding 5053745 Ontario Inc. (Jack's Way Subdivision), Property: Lots 13 & 14, Registered Plan 61M-253, Mount Forest Part Lot Control Exemption Application.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-014 Community Improvement Program;

AND THAT Council approve a grant in the amount of \$5,000 to The Personal Empowerment Studio at 162 Main Street in Mount Forest.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-015 Recognition of Outstanding Sports Achievements Policy; AND THAT Council approve the Recognition of Outstanding Sports Achievements Policy as presented;

AND FURTHER THAT Council direct Staff to implement the initiative.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2024-118

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report C&ED 2024-012 GRCA Heritage River Designation.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Mayor Lennox:

- Wellington North Power Annual Meeting is coming up at the end of May. We will have to appoint someone once the date has been set.

BY-LAWS

- By-law Number 028-2024 being a by-law to authorize an Aggregate Supply Agreement (Ferguson)

RESOLUTION: 2024-119

Moved: Councillor Renken

Seconded: Councillor Hern

That By-law Number 028-2024 be read and passed.

CARRIED

- By-law Number 030-2024 being a by-law to exempt lands from Part Lot Control 5053745 Ontario Inc. (Jack's Way Subdivision)
- By-law Number 031-2024 being a by-law to dedicate certain lands as part of the public highway in Wellington North in the County of Wellington

RESOLUTION: 2024-120

Moved: Councillor Hern

Seconded: Councillor Renken

THAT By-law Number 030-2024 and 031-2024 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating Jesse James, The Outlaw

Did Jesse James ride the country roads of Wellington County?

Between the end of the Civil War and his murder in 1882 at the hands of gang member Bob Ford, Jesse James was America's most notorious bandit. In the company of his brother Frank, their pals the Younger brothers, and other assorted ne'er-do-wells, James plundered banks, trains and stagecoaches.

Because of his "business," his whereabouts were not documented; however, according to local stories, Jesse James spent at least one winter in the area, dividing his time between Wellington and Grey counties. He was allegedly seen riding a beautiful horse on the backroads and was said to have various hideouts along his way north. In 1873, a botched train robbery at Turkey Creek, Iowa may have brought Jesse and Frank James to Ontario, as they were not seen in the United States for months.

Some stories say James did chores on a farm near Hopeville, and had meals with a neighbour named William Armstrong, who was a farmer and a preacher. In the forest near the road between Hopeville and Dundalk there was a small shack where a man named Chadwell lived. No one really knows whether Chadwell was his real name because he also used other names. The shack was crude but well hidden. Mr.

Armstrong recalled, "Jesse James was a fair sized man. He never talked. He would come in, eat his meals and walk out."

In one oft-repeated story, James was riding that beautiful horse through Guelph Township when he came to a tollgate. He tossed a \$20 gold piece to the gatekeeper, a young woman named Jane Lillie, because it was the smallest change he had. Lillie eventually moved to West Garafraxa, and the story of the gold piece became part of local lore. The Jesse James stories were published from time to time in the Mount Forest Confederate and the Arthur Enterprise News.

Meanwhile in West Garafraxa, Jim Gow had a logging operation in the Luther and Grand Valley area. The logs were cut and hauled to the Grand River to be floated down to a sawmill east of Fergus. Gow said he hired James to work at his camp.

In an article in the Arthur Enterprise News, it described a man thought to be James riding a beautiful horse up the Owen Sound Road through town heading north to Hopeville. The next account of James comes from Mulmur Township, where speculation has him burying gold along 10 Sideroad.

James was killed on April 3, 1882, in St. Joseph, Missouri.

Whether the story of James' time in our area is true or not, we will never know for sure. But what is interesting is that while James was supposedly in the area there was a bank robbery in Guelph and the thieves were never apprehended.

While we'll probably never know the facts, sometimes legends make reality and become more useful than facts.

Submitted by Bonny McDougall, Wellington North Cultural Roundtable

CONFIRMING BY-LAW

RESOLUTION: 2024-121

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT By-law Number 032-2024 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 April 8, 2024 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2024-122

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Regular Council meeting of April 8, 2024 be adjourned at 3:05 p.m.

CARRIED

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 PUBLIC MEETING MINUTES APRIL 8, 2024 AT 2:00 P.M.
 HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING
<https://www.youtube.com/watch?v=1k-caIMLZkM>

Members Present: Mayor: Andrew Lennox
 Councillors: Lisa Hern
 Steve McCabe
 Penny Renken

Members Absent: Councillor: Sherry Burke

Staff Present:

Chief Administrative Officer: Brooke Lambert
 Director of Legislative Services/Clerk: Karren Wallace
 Deputy Clerk: Catherine Conrad
 Executive Assistant to CAO: Tasha Grafos
 Director of Finance: Jeremiah Idialu
 Human Resources Manager: Amy Tollefson
 Chief Building Official: Darren Jones
 Manager of Transportation Services: Dale Clark
 Manager Community & Economic Development: Mandy Jones
 Economic Development Officer: Robyn Mulder
 Economic Development Officer: Dale Small
 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 disclosed.

OWNERS/APPLICANT

ZBA 04/24 Alette Holsteins Inc.

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Concession 5, East Part Lot 6 with civic address of 7572 Sideroad 3 E. The subject property is approximately 40 ha (98.84 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands from Agricultural (A) Zone to Site Specific Agricultural (A-2) Zone. This application is seeking to rezone the severed agricultural portion of the property to prohibit any future residential development. This rezoning is a condition of severance application B90/23, that was granted provisional approval by the Wellington County Land Division Committee. This application would sever a 37.13 ha (91.8 ac) vacant agricultural parcel for existing and proposed agricultural uses. A 4.16 ha (10.3 ac) rural residential parcel would be retained with an existing dwelling. 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 March 14, 2024.

PRESENTATIONS

Jessica Rahim, Senior Planner, and Jamie Barnes, Junior Planner County of Wellington, Township of Wellington North

- Planning Report dated March 28, 2024

Planning Opinion

The purpose of this zoning amendment is to prohibit future residential development on the severed agricultural portion of the subject land. This rezoning is a condition of severance application B90/23, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever a 37.13 ha (91.8 ac) agriculture parcel from the retained 4.16 ha (10.3 ac) rural residential parcel with an existing dwelling.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings.

INTRODUCTION

The property subject to the proposed amendment is legally described as Concession 5, East Part Lot 6 with civic address of 7572 Sideroad 3 E. The proposal is a condition of a recent severance application B90/23 on the property. The proposed severed parcel is a 37.13 (91.8 ac) vacant agricultural parcel. A rural residential parcel of 4.16 ha (10.3 ac) with an existing dwelling is retained.

PROPOSAL

The purpose of the application is to rezone a portion of the subject land to restrict future residential development on the severed agricultural lot. This rezoning is a condition of severance application B90/23, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the vacant agriculture lot from the retained rural residential lot with an existing dwelling under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated as PRIME AGRICULTURE, CORE GREENLANDS, GREENLANDS and MINERAL AGGREGATE AREA (Ghent pit). The identified environmental features are a Significant Wooded Area and Saugeen Valley Conservation Authority regulated Hazard Lands. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Agricultural (A), Natural Environment (NE), and Mineral Aggregate Area Exception (EI-117). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will apply the standard A-2 zone, which will restrict any future residential development on the severed agricultural parcel. The portion of the subject land that is zoned EI-117 will remain on the proposed severed parcel as it falls in line with the mineral aggregate official plan designation on the subject property. The EI-117 zone also restricts residential dwellings.

Draft Zoning By-law Amendment

A draft zoning by-law amendment has been prepared and attached to this report for Council's consideration.

CORRESPONDENCE FOR COUNCIL'S REVIEW

Michael Oberle, Environmental Planning Coordinator, Saugeen Valley Conservation Authority

- Email dated March 28, 2024 (No Objections)

REQUEST FOR NOTICE OF DECISION

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

MAYOR OPENS FLOOR FOR COMMENTS/QUESTIONS

Bill Nelson, Agent, explained that the parcel with the extractive designation and the one with the house had inadvertently been merged in the past. This amendment will tidy things up and allow the surplus farm dwelling.

COMMENTS/QUESTIONS FROM COUNCIL

Councillor Hern inquired what happens if the zoning by-law amendment is not approved, stating the size seems excessively large, but she understood that it is not prime farmland. It's not class 1, 2 or 3 farmlands. Ms. Rahim responded that if the zoning amendment isn't approved the condition of severance would not be met and the consent would not be finalized. In terms of the size of the parcel, they start with the PPS, then the County OP and then the Zoning By-law, with each document being more specific. It has been consistent across Wellington County to allow for larger residential parcels if it follows the natural features on the property.

Mayor Lennox reminded Council that they have the opportunity to comment on the severance applications before they go to the Land Division Committee. There is a public open process to comment. There was concern raised at Land Division about the size of the parcel in this case, but it was approved largely because it is along the stream and the natural features as opposed to the farmable land.

ADJOURNMENT

RESOLUTION: PM-2024-004

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Public meeting of April 8, 2024 be adjourned at 2:47 p.m.

CARRIED

MAYOR

CLERK

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
APRIL 2, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX

015

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Laurie Doney, Public Member
Vern Job, Lions Member
Al Leach, Lions Member
Jessica McFarlane, Public Member
Penny Renken, Councillor

Regrets: Ray Tout, Lions Member

Staff Present: Madalyn Ellis, Administrative Assistant
Mandy Jones, Manager of Community and Economic Development
Dale Small, Economic Development Officer
Mike Wilson, Community Development Coordinator

Guests: Dr. Bob McFarlane, Louise Marshall Hospital Foundation
Amy Van Huss, Louise Marshall Hospital Foundation
Deb David, Guest of Chair Burke

CALLING THE MEETING TO ORDER: Chair Burke called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA

RESOLUTION: MFA 2023-034
Moved: Member Leach
Seconded: Member Job

THAT the agenda for the April 2, 2024, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed. CARRIED

WELCOME NEW WELLINGTON NORTH TEAM MEMBERS

- Manager of Community and Economic Development
- Community Development Coordinator

Mandy Jones and Mike Wilson have joined the committee as staff. Mandy assisted the committee in 2019 with the Mount Forest Splash Pad project. Mike Wilson formerly worked in the community with the Mount Forest Confederate. Both are looking forward to supporting the Committee in their fundraising efforts.

WELCOME GUESTS

- Louise Marshall Hospital Foundation
 - Amy Van Huss
 - Dr. Bob McFarlane

Bob & Amy provided insight related to fundraising strategies used by the Louise Marshall Hospital Foundation (LMHF). This included a background of the project such as goals, timeframes, and strategies. The LMHF had approximately 8-10 members which met every 2 weeks. As the project

THE CORPORATION OF THE
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016

went on, it was important to take longer breaks between meetings to allow members to come back refreshed. This also included adding new members part way through the project for a fresh approach.

They trained multiple times as a team to ensure that everyone that met with donors provided the same presentation, message, and answers to questions. The LMHF presentation included a video featuring hospital staff and community members giving personal endorsement for the project, as well as an overview of the community. Strong emphasis on consistency in presentations and having a secure plan from the start. Advice surrounding members' need to be flexible to fit into schedules of donors was provided.

Possible donors were identified and assigned to members of the LMHF team who were responsible for approaching and presenting to the donors on their assigned list. Regular meetings allowed members to update on donor presentations, share results, and hold each other accountable for meeting their donor assignments. LMHF approved pledges over a 3–5-year span. With donors who extended their pledge over multiple years or possible donors who did not give a direct answer, follow up was immensely important, both phone calls and in person visits.

Members asked how the LMHF was able to continue their drive despite being told 'no.' McFarlane and Van Huss stated the committee must maintain success on top of the losses. Focus on the positives and work together to prepare a different approach for future meetings.

Member Leach inquired about the administrative side of the project to gain clarification of staff's role in the committee. It was important for the LMHF administrative staff to maintain organization and involvement in their committee. Staff and the finance team will work together to ensure accuracy and consistency.

Members of the Mount Forest Aquatics Ad-Hoc Advisory Committee are interested in including a video in their presentation. The committee had discussion surrounding a mail out campaign as part of their fundraising campaign.

WELCOME CORPORATE DONOR PROGRAM VOLUNTEERS:

Ray Tout was absent from the meeting and Chair Burke introduced Deb David who has indicated interest in joining the fundraising team in some capacity.

DISCLOSURE OF PECUNIARY INTEREST:

No pecuniary interest declared.

MINUTES OF PREVIOUS MEETING:

Received by council at the February 12, 2024, Meeting of Wellington North Council

RESOLUTION: MFA 2023-035

Moved: Member McFarlane

Seconded: Member Doney

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the January 30, 2024, committee meeting. CARRIED

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
APRIL 2, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX

017

STAFF REPORT: C&ED 2024-007 Corporate Donor Program Fundraising Materials

Review of the staff report and materials provided with the agenda will occur at the April 23rd meeting. Committee members are to review the package and come to next meeting with feedback. The committee is also encouraged to bring volunteers and to follow up with connections who have previously shown interest in participating with the committee.

BUSINESS ARISING FROM THE MINUTES:

No additional update.

ITEMS FOR CONSIDERATION:

Financial Update

Bank account currently has a balance of \$15,562. Member McFarlane presented \$60 cash to be added from the Flocking event.

RESOLUTION: MFA 2023-036

Moved: Member Job

Seconded: Member Doney

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

OTHER BUSINESS/ROUNDTABLE

Member Job presented the committee with a donation from mothers of past lifeguards of the Mount Forest pool. The donation of \$2,000 had originally been fundraised for starting blocks. The donation was presented to Member Job by Linda McArthur and Krista Ferrier.

A reminder from Member McFarlane about new Youth Sweaters (sizes S - L) and Crew Neck sweaters (sizes S – XXL). Will be available on Shop Wellington North shortly. Member McFarlane would also like more traction in swag sales as well as more presence on the committee's social media pages.

The committee was pleased to hear Mike Wilson and Member McFarlane's interview on 88.7 The River.

NEXT MEETING

Tuesday April 23rd at 7:00pm, Mount Forest & District Sports Complex, Meeting Room

ADJOURNMENT

RESOLUTION: MFA 2023-037

Moved: Member McFarlane

Seconded: Member Leach

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of April 2, 2024, be adjourned at 8:37 p.m. CARRIED



MOUNT FOREST BUSINESS IMPROVEMENT

ASSOCIATION MEETING MINUTES April 9th, 2024 @ 8:00 AM SEP

Meeting Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Dwight Benson, Bill Nelson, Andrew Coburn, Jessica McFarlane , Maggie Schramm,

Staff: Robyn Mulder, Sherry Burke

Community Members:

ABSENT ATTENDEES

Kayla Morton, Kailyn Cudney, Allison Litt, Amanda Boylan, Allison Litt

CALL TO ORDER

WELCOME AND INTRODUCTIONS

Andrew

REVIEW AND ADOPTION OF THE AGENDA

Andrew

Bill Makes motion to adopt agenda, seconded Maggie and carried.

ITEMS FOR DISCUSSION

1. **Downtown Wifi Signs** **Maggie**
Maggie proceeded with Brian at Custom Designs \$1.25 per sticker. 100 stickers to be dispersed
2. **Garbage Can Replacement - New Design** **Bill**
Bill going to table the garbage can replacement to review the results of the weekly garbage can replacement and do a count with garbage cans. Aiming to do it a \$100 pr less per item.
3. **Weekly Garbage Pick Up** **Bill/Robyn**
There has been little to no comments made in response as its very early in the progress. Bill is going to check in with the TWP to discuss. No overflowing garbage cans. Going to table for a couple
4. **Snowflakes** **Dwight**

Need to take snowflakes to Classic Displays for re-wiring in lieu of replacement. Rachel Whetham's father, Dwight makes motion to hire Brent Moore for \$500 for two separate trips. Seconded Jessica McFarlane, carried.

5. Socials/Website Renewal

Kailyn

Going to increase over \$100 per year. Kailyn would pay to be reimbursed. Continue with WIX at \$216 per year.

6. Payment Options/Authority

Andrew

Bill makes motion to proceed with three Visa Debit with a limit of \$1,500 per card assigned to Kailyn Cudney on events Sub-committee, Andrew Coburn on Hardscapes Sub-Committee and Jaime Parker as accountant. EFT authority only for Jaime Parker with a limit of \$1,500. Seconded Amanda Boylan, carried.

7. Light Post Bulbs

Dwight

Lights only is not an option, total retrofit including light casing and fixture (not light post) must be replaced which increases costs. Provides TWP substantial savings. Robyn going OBIAA conference and she is going to inquire along with look for infrastructure grants.

8. Reimagined Laneway - Pizza Hut

Jessica

Jessica has met with owners and tenants of each building. All in favor of completing a project. Looking for suggestions on what to do, painting or more work. Building owners interested in getting quotes and would pay for the paint. Discussion on what the vision around this space should be. Looking into grants. Andrew to contact Malcolm for compactable ground and Jessica is going to receive quotes on murals or painting. Have tentative lighting from Fairbro electrical

9. Christmas Light Transportation

Dwight

NEW BUSINESS

ESTABLISH DATE FOR NEXT BOARD MEETING

May 14, 2024 8am

ADJOURN

Andrew adjourns meeting



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-04-22
 MEETING TYPE: Open
 SUBMITTED BY: Darren Jones, Chief Building Official
 REPORT #: CBO 2024-005
 REPORT TITLE: Building Permit Review March 2024

RECOMMENDED MOTION

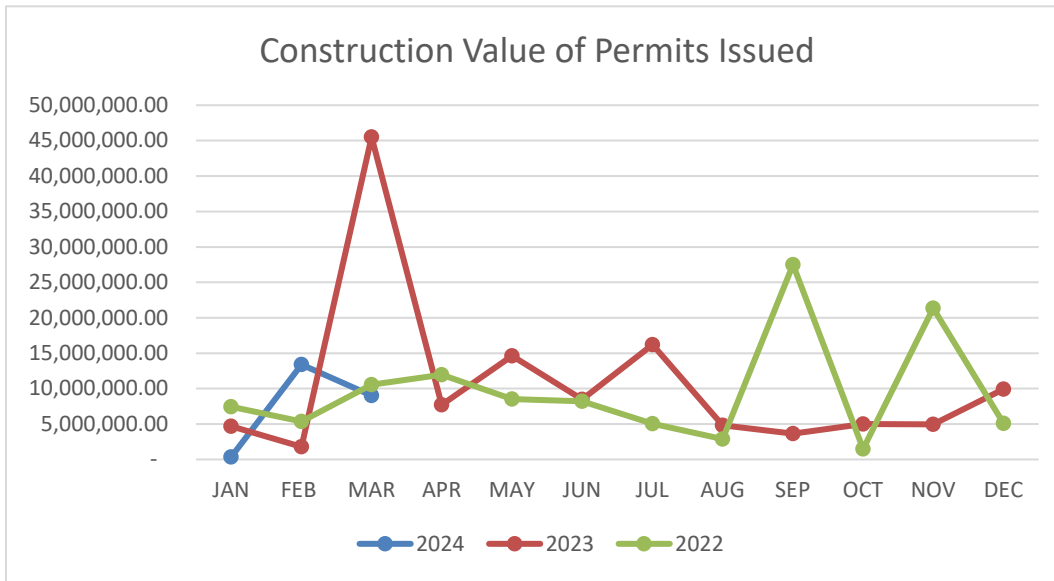
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2024-005 being the Building Permit Review for the month of March 2024.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CBO 2024-004 being the Building Permit Review for the month of February 2024

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	RESIDENTIAL UNITS
Residential Building	5	701,929.00	5,839.70	1
Accessory Structures	3	100,000.00	2,948.08	0
Pool Enclosures	1	5,000.00	130.00	0
Assembly	0	0.00	0.00	0
Institutional	2	270,845.00	4,023.50	0
Commercial	0	0.00	0.00	0
Industrial	5	7,295,000.00	24,044.54	0
Agricultural	5	540,000.00	4,514.00	0
Sewage System	2	90,000.00	1,040.00	0
Demolition	2	15,000.00	260.00	0
Monthly Total	25	9,017,774.00	42,799.82	1
Total Year to Date	43	22,764,774.00	67,982.46	3
12 Month Average	22	8,174,402.00	46,907.05	9
10 Year Monthly Avg.	25	8,724,912.40	55,276.97	15
10 Year, Year to Date Avg.	51	15,401,173.60	99,541.49	23



CONSULTATION

None

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

STRATEGIC PLAN 2024

N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-04-22

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2024-016

REPORT TITLE: Grants and Donations Community Development Program

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-016 being a report on the Grants and Donations Community Development Program;

AND THAT Council, in recognition of the important role that not-for-profit organizations and community groups play in our municipality, approves the recommendation to advance \$61,635.82 in grants to the following organizations:

GROUP	RECOMMENDED
Arthur Agricultural Society	\$ 500.00
Arthur By the Fire	\$ 1,000.00
Arthur Chamber of Commerce	\$ 3,700.00
Arthur and District Horticultural Society	\$ 600.00
Arthur Lions Club (fee waiver)	\$ 685.00
Arthur Optimist Club	\$ 2,500.00
Arthur Opti-Mrs. Club	\$ 500.00
Arthur St Andrew's Presbyterian Church	\$ 750.00
Arthur SU Sports Camp (fee waiver)	\$ 663.70
Big Brothers Big Sisters of North Wellington (fee waiver)	\$ 740.00
Big Brothers Big Sisters of North Wellington	\$ 1,000.00
Christmastime in Arthur (fee waiver)	\$ 500.00
Community Resource Centre of North and Centre Wellington	\$ 3,825.00
Friends of Bill Walker "Git Yer Hillbilly On" Ribfest (fee waiver)	\$ 385.00
Hayden's Hope Foundation (fee waiver)	\$ 1,689.12
Hospice Wellington – Walking Group (fee waiver)	\$ 1,000.00
Hospice Wellington – Coffee and Caregivers Program (fee waiver)	\$ 1,000.00
Mount Forest Senior Group - Kay Ayres	\$ 500.00
Mount Forest Chamber of Commerce	\$ 2,500.00
Mount Forest Community Garden	\$ 1,000.00

Mount Forest & District Arts Council	\$ 350.00
Mount Forest Family Health Team – Gentle Movement Program (fee waiver)	\$ 1,000.00
Mount Forest Fireworks Festival	\$ 2,500.00
Mount Forest Horticultural Society	\$ 1,500.00
Mount Forest Leos Club (fee waiver)	\$ 1,000.00
Mount Forest Lions Club (\$1,155 fee waiver, \$500 donation)	\$ 1,655.00
Mount Forest Louise Marshall Hospital Auxiliary (fee waiver)	\$ 945.00
Mount Forest Louise Marshall Hospital Foundation – (fee waiver)	\$ 3,038.00
North Wellington Health Care Recruitment	\$10,000.00
Seniors' Centre for Excellence	\$10,000.00
The Raw Carrot Gourmet Soup Enterprise	\$ 500.00
VON Smart Program - Arthur (fee waiver)	\$ 1,560.00
Wellington Heights Secondary School – Warm Winter Wishes	\$ 650.00
Wellington Heights Secondary School – Scholarships	\$ 900.00
York Soaring Association	\$ 1,000.00
TOTAL REQUESTS/GRANTS - \$15,360.82 (fee waivers) - \$46,275.00 (donations)	\$61,635.82

AND FURTHER THAT Council, provide direction to staff regarding the six applications outlined below, that require council review and decision;

GROUP	REQUEST
Arthur Minor Hockey Association	\$ 1,494.00
Arthur Public School Parent Council	\$10,000.00
Arthur – St. John's Catholic School	\$ 9,000.00
Green Wave Soccer Mount Forest	\$ 6,764.00
Mount Forest Air Cadets	\$ 7,500.00
Wellington North-Wide Yard Sale	\$ 1,370.00
	\$36,128.00

AND FURTHER THAT Council direct Staff to review the delivery of the Grants and Donations Community Development Program for 2025.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- EDO 2023-011 Grants & Donations Community Development Program
- EDO 2023-012 Grants & Donations Community Development Program
- EDO 2022-012 Grants & Donations Community Development Program
- EDO 2021-012 Grants & Donations Community Development Program
- EDO 2020-007 Grants & Donations Community Development Program

BACKGROUND

The Township of Wellington North values the significant role that not-for-profit and community organizations play in delivering events and projects that support our community.

In December 2016, Council approved the Grants & Donations Community Development Program Fund. This fund supports project and event-based initiatives, for not-for-profit organizations and community groups, and encourages a high-level of collaboration.

Applications are accepted throughout the year, with a due date of March 31 each year.⁰²⁴
Applications include requests for rental fee waivers, as well as general donation requests.

ANALYSIS

In 2024, 41 applications were received with a total request of \$107,687.32 in funding. This compares to 2023, when the program had 41 applications totalling \$79,820.33. The 41 applications received this year have been reviewed as per the fund guidelines, with an overview as follows:

1. Eight applications are being recommended for a reduced amount of funding:

- The Arthur By The Fire event have asked for \$1,599.50 in funding to support this new event, which will be offered free of charge to the community. Staff are recommending \$1,000 to be consistent with other events of similar size.
- The Arthur Optimist Club have asked for \$5,000 to support their Canada Day events. Staff are recommending \$2,500 to be consistent with the donation being granted to the Mount Forest Fireworks Festival. This is the same amount that has been approved in past years.
- Big Brothers & Big Sisters of North Wellington have asked for \$2,000. Staff are recommending \$1,000, which is consistent with previous years' funding.
- Hospice Wellington – Walking Group has asked for \$2,000 in fee waivers for the Plume Room at the Mount Forest Sports Complex to provide grief counselling during walking group. Staff are recommending a \$1,000 limit for these types of requests.
- Hospice Wellington – Mount Forest Family Health Team have requested \$1,480 in fee waivers for use of the Meeting Room at the Mount Forest & District Sports Complex to operate a “Coffee and Caregivers” program. Staff are recommending a \$1,000 limit for these types of requests.
- The Mount Forest Community Garden has requested \$2,000 to support its 2024 operations. Staff are recommending \$1,000. In addition to this grant the Township is also providing summer student support, in partnership with the Wellington North Farmers' Market, to assist the Community Gardens.
- The Mount Forest Family Health Team – Gentle Movement Program have requested a fee waiver of \$3,700 for the use of space at the Mount Forest & District Sports Complex. This program is hosted in partnership with Cancer Patient Services. Staff are recommending a \$1,000 limit for these types of requests.
- The Mount Forest Leos Club have requested \$1,370 in fee waivers to offer two Teen Dances at the Mount Forest & District Sports Complex in June and October. Staff are recommending \$1,000 to be consistent with other events of similar size.

2. One application, \$244 fee waiver, from the Arthur Chamber is not being recommended.

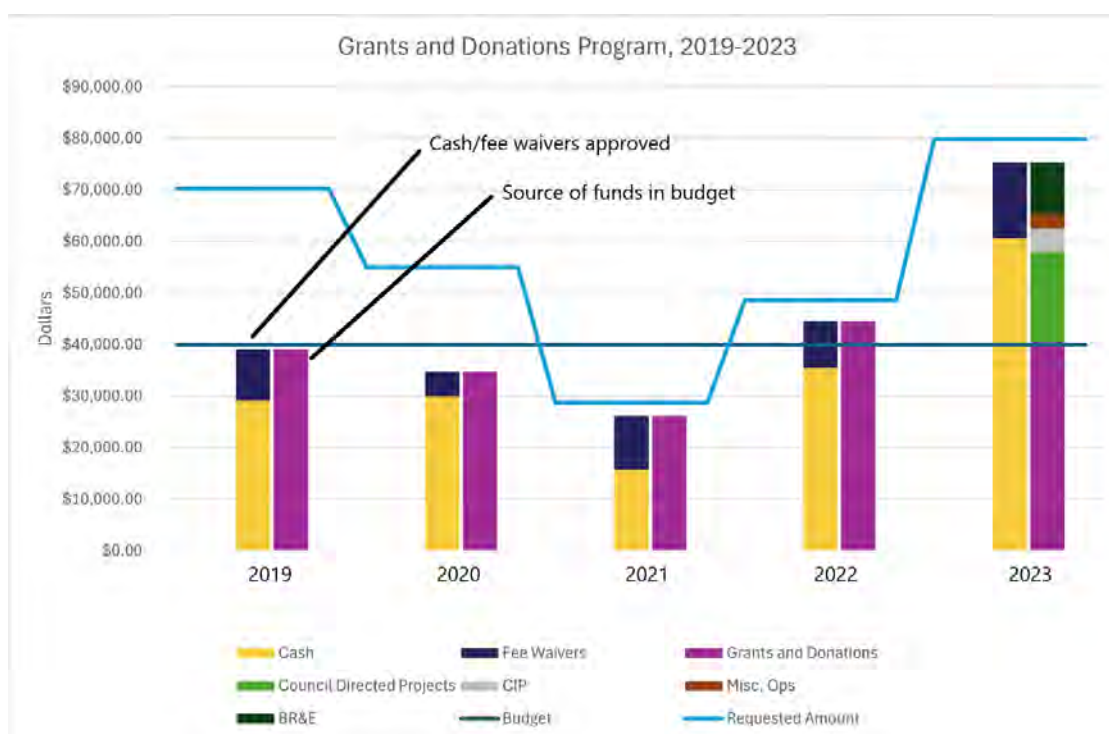
- The Upper Leisure Hall is not available in October 2024 due to planned renovations, and the Township also provides \$2,500 in support to the Arthur Chamber on an annual basis as part of a Memorandum of Understanding, Staff believe that this request is not suitable for the fund.

3. Attachment A contains an overview of each of the applications where a recommendation is being made. Should any member of Council wish to receive a copy of the actual application(s) prior to the April 22 Council Meeting, Staff would be pleased to send them to you.

Request Type	Amount Requested	Amount Recommended
Grants and Donations	\$51,618.50	\$46,275.00
Waiver of Fees	\$19,910.82	\$15,360.82
Council Consideration	\$36,128.00	-
Total	\$107,657.31	\$61,635.82

4. Six applications have not been decided by Staff and require Council discussion and decision, included as Attachment B. Copies of the six applications are included as Attachment C to this report. Should Council wish to provide funding to any of these applications, additional funding sources will need to be identified. The six applications total \$36,128 in requested funding (\$9,628 in fee waivers, \$26,500 in Grants and Donations).

Staff have noticed an increased uptake in applications over the past two years, and expect this trend will continue in 2025. A chart tracking the requests, awarded amount and how those funds were allocated in the budget between 2019-2023 is below:



Staff recommend that the delivery of the Grants and Donations Community Development Program be reviewed for 2025 and a future report will be brought back to council for consideration.

CONSULTATION

Brooke Lambert, CAO

Dale Small, Economic Development Officer

Mike Wilson, Community Development Coordinator

Tom Bowden, Recreation Services Manager

Jerry Idialu, Director of Finance/Treasurer

FINANCIAL CONSIDERATIONS

Council have allocated \$40,000 to cover grant applications, while Staff have recommended \$61,635.82 for approval. Staff believe this amount can be managed within the current budget, as follows:

- \$ 40,000.00 from the Grants and Donations Community Development Program
- \$ 17,045.82 from Council Directed Projects (2024 operating budget)
- \$ 2,100.00 from the Recreation Department (parks maintenance)
- \$ 1,750.00 from the C&ED Cultural Roundtable Budget
- \$ 740.00 waived as per the Fees & Charges By-Law #129-22

Should Council wish to provide funding to any of the six applications in Attachment B, additional funding sources will need to be identified. Staff have provided funding recommendations in Attachment B for consideration.

Once finalized, notification letters, along with the funds, will be distributed to each organization. Groups receiving a fee waiver will be advised that once their event is over, an accounting entry will be made by the Township to cover the fee.

ATTACHMENTS

Attachment A – Grants and Donations Requests recommended for approval.

Attachment B – Requests Requiring Council Discussion and Decision.

Attachment C – Applications for Attachment B applicants.

STRATEGIC PLAN 2024

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

How: Supporting local not-for-profit organizations with funding and fee waivers for local events and programs, which will directly benefit the residents of Wellington North. ⁰²⁷

- Enhance information sharing and participation in decision-making

How:

- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒

ATTACHMENT A

2024 GRANTS AND DONATIONS REQUESTS

GROUP	FUNDS APPROVED 2023	FUNDS REQUESTED 2024	FUNDS RECOMMENDED 2024	PURPOSE/COMMENTS
Arthur Agricultural Society	\$500.00	\$500.00	\$500.00	Annual grant request. Funds will be used for children's programming at the Arthur Fall Fair, September 6-8, 2024.
Arthur and Area Historical Society <ul style="list-style-type: none"> • 100th anniversary of Arthur Cenotaph • Cabinet at Arthur Community Centre 	\$500.00 \$2,500.00	\$0	\$0	Both were one-time requests in 2023. \$500 was to assist with the 100 th Anniversary of the Arthur Cenotaph, and \$2,500 was to assist with the display cabinet at the Arthur Community Centre.
Arthur "By the Fire"	\$0	\$1,599.50	\$1,000.00	Funds will be used to assist with the delivery of the "By the Fire" event scheduled for June 8, 2024. This is a first-time event, which will be offered free of charge to the community.
Arthur Chamber of Commerce <ol style="list-style-type: none"> 1. Memorandum of Understanding 2. Canada Day celebration 3. Annual General Meeting 4. Pop-Up Harvest Dinner 	\$2,500.00 \$0 \$0 \$0	\$2,500.00 \$200.00 \$244.00 \$1,000.00	\$2,500.00 \$200.00 \$0 \$1,000.00	<ol style="list-style-type: none"> 1. Annual support to Chambers as included in the Memorandum of Understanding approved by council Feb. 2023. 2. Funds to pay for entertainment at Canada Day celebrations. 3. Fee waiver for Upper Leisure Hall in Arthur for the Chamber's AGM in October 2024. The Upper Hall is not available during this time due to renovations. 4. "Pop Up Harvest Dinner" (Aug. 23rd or 24th, 2024.) will be a dinner on the street type event, with local fare, entertainment. Funds would assist with the event. Staff recommend this application be sent to the Cultural Roundtable for funding.
Arthur Grace Anglican Church	\$435.05	\$0	\$0	2023 application was for hall and kitchen rental. There was no request received in 2024.
Arthur and District Horticultural Society	\$600.00	\$600.00	\$600.00	Annual contribution to assist with planting and maintaining the various garden beds the Horticultural Society maintain around the community. Recommend funding from Recreation budget.
Arthur Junior Horticultural Society	\$200.00	\$0	\$0	The organization has ceased operations, thus no application was received this year.
Arthur Lions Club	\$1,049.77	\$685.00	\$685.00	Fee waiver request for 100% of the rental costs for the Arthur Lions Christmas Craft Sale to be held in November 2024 at the Arthur & Area Community Centre.
Arthur Optimist Club	\$275.72	\$0	\$0	Request was not received for the Halloween event in 2024.
Arthur Optimist Club	\$2,500.00	\$5,000.00	\$2,500.00	Annual contribution to the Arthur Optimist Canada Day event. Staff recommendation is to provide same level of funding as given to the Mount Forest Fireworks Festival.
Arthur Opti-Mrs. Club	\$500.00	\$500.00	\$500.00	Annual contribution to be used towards the Christmas Parade or other Opti-Mrs. Club activities.

Arthur St. Andrew's Presbyterian Church	\$0	\$750.00	\$750.00	Funds will assist St. Andrew's Presbyterian Church with costs associated with hosting its 150 th anniversary celebrations, scheduled for October 20, 2024. Staff recommend this application be sent to the Cultural Roundtable for funding.
Arthur SU Sports Camp	\$749.99	\$663.70	\$663.70	Annual Fee waiver request for pavilion and ball diamonds for Childrens sports camp in Arthur from July 1-5. The waiver enables the group to keep registration fees affordable.
Big Brothers Big Sisters of North Wellington	\$836.20	\$740.00	\$740.00	Fee waiver request for 10 meetings during the year at the Mount Forest and District Sports Complex. This application would be covered under the Local User Group Meetings (one per month) portion of the 2024 Fees and Charges By-Law #129-22.
Big Brothers Big Sisters of North Wellington	\$1,000.00	\$2,000.00	\$1,000.00	Annual Grant Request. Funds will be used to help provide mentoring programs to children and youth in Wellington North. Staff recommendation to keep funding same as previous years.
Christmastime in Arthur	\$0	\$500.00	\$500.00	Fee waiver request for four hours of ice time at the Arthur Arena – one hour for a family skate, and three hours for a high school charity hockey game. Charged at non-prime rate of \$125/hour.
Community Resource Centre of North and Centre Wellington	\$0	\$ 3,825.00	\$3,825.00	First-time request. Grant would support the purchase of school supplies and backpacks children and youth (Kindergarten to Grade 12) living in low-income households in WN. Total cost of this program for over 300 low-income children and youth across Centre & Northern Wellington is \$16,000. Amount requested would support half of WN clients. CW has provided \$3,925 in funding and the County and other municipalities are also being asked to support the program.
Friends of Bill Walker • "Git Yer Hillbilly On" Ribfest	\$435.05	\$385.00	\$385.00	Annual Fee Waiver request for this event which is held on the Thursday evening of the Mount Forest Fireworks Festival.
Hayden's Hope Foundation	\$1,908.71	\$1,689.12	\$1,689.12	Ball Diamond & Sports Complex fee waiver for the third annual "Strike Out Cancer Ball Tournament and Dance" in support of Childhood Cancer Awareness. Request would cover 100% of ball diamond and hall rental costs.
Hope Committee	\$1,500.00	\$0	\$0	This was a one-time request in 2023 to support the September Wellness Festival held across Minto and Wellington North.
Hospice Wellington • Walking Group	\$1,950.00	\$2,000.00	\$1,000.00	Fee waiver request for the Plume Room at the M.F. Sports Complex to provide grief counselling during the Walking Group. Staff recommend a \$1,000 limit for these types of applications.
Hospice Wellington & MFFHT • Coffee and Caregivers Program	\$0	\$1,480.00	\$1,000.00	Fee waiver for use of the Meeting Room at the M.F. Sports Complex bi-weekly for two hours on Mondays. This program is different than the Walking Group program, in that it is focused on providing support to caregivers. Staff recommend a \$1,000 limit for these types of applications.

Mount Forest Senior Group (Kay Ayres)	\$0	\$500.00	\$500.00	Grant to be used to support two seniors focused programs to assist with the cost of event flyers and advertising.
Little Black Dress	\$735.91	\$0	\$0	Organizers of this event have stepped down and to-date no one has taken over. No application was received for the 2024 event.
Lynes Blacksmith Shop	\$1,000.00	\$0	\$0	This was a one-time request in 2023 to assist with renovations.
Mount Forest Chamber of Commerce	\$2,500.00	\$2,500.00	\$2,500.00	Annual support to Chambers as included in the Memorandum of Understanding approved by council Feb. 2023.
Mount Forest Community Garden	\$1,500.00	\$2,000.00	\$1,000.00	Requested funds would be used to continue activities from a very successful launch in 2023. Township summer student support will also be provided as shared staff between Community Garden and WN Farmers' Market.
Mount Forest & District Arts Council	\$350.00	\$350.00	\$350.00	Annual request to support the music festival by providing scholarships to music students based on performance, poise, and oral presentation.
Mount Forest Family Health Team • Gentle Movement Program	\$0	\$3,700.00	\$1,000.00	Fee waiver request for the use of a space at the M.F. Sports Complex one hour per week for the "Gentle Movement" program, hosted in partnership with Cancer Patient Services. Staff recommend a \$1,000 limit for these types of applications.
Mount Forest Fireworks Festival	\$2,500.00	\$2,500.00	\$2,500.00	Annual contribution to support the Fireworks Festival.
Mount Forest Horticultural Society	\$1,500.00	\$1,500.00	\$1,500.00	Annual contribution to assist with maintaining various garden beds around the community, with a focus on Murphy Park in Mount Forest. Recommend funding from Recreation budget.
Mount Forest Leos Club	\$0	\$1,370.00	\$1,000.00	Fee waiver request for the cost of the Community Hall at M. F. Sports Complex to host two Teen Dances. June & Oct. 2024. Staff recommend a \$1,000 limit for these types of applications.
Mount Forest Lions Club • Santa Claus Parade • Fee waiver for hall rentals	\$500.00 \$1,155.00	\$500.00 \$1,155.00	\$500.00 \$1,155.00	Annual contribution to the Mount Forest Santa Claus Parade. The fee waiver request is for three hall rentals to host two drive-thru chicken dinners, and a Breakfast with Santa event.
Auxiliary to the Louise Marshall Hospital	\$500.00	\$945.00	\$945.00	Fee waiver request for 100% of the cost of the Auditorium at the Mount Forest and District Sports Complex for the Auxiliary's Spring Luncheon and November Bazaar fundraisers.
Mount Forest Louise Marshall Hospital Foundation - Gala	\$2,907.49	\$3,068.00	\$3,068.00	Fee waiver for the Louise Marshall Hospital Foundation annual gala scheduled for Saturday, June 15. Fee waiver request includes early hall rental to decorate and set-up.
Mount Forest Museum & Archives/Mount Forest Heritage Society	\$500.00	\$0	\$0	No application received in 2024.

Mount Forest Royal Canadian Legion	\$130.00	\$0	\$0	No request in 2024. In previous years, this application was to cover the building permit fee for the Legion's tent for the Fireworks Festival. If an application is received it will be covered under the Community Improvement Plan.
North Wellington Health Care Recruitment	\$15,000.00	\$10,000.00	\$10,000.00	In support of Professional Health Care Recruitment.
Saugeen Community Radio Inc. (88.7 The River)	\$2,426.00	\$0	\$0	This request in 2023 was for a one-time event. No application received this year.
Seniors' Centre for Excellence	\$10,000.00	\$10,000.00	\$10,000.00	Donation to support the position of ACE Coordinator to host Zoom sessions, engage and support seniors through Facebook and Instagram, assist with special events planning and the creation of a monthly newsletter. Seniors' Centre for Excellence delegated to Council on March 11, 2024 regarding this request.
The Raw Carrot Gourmet Soup Enterprise	\$500.00	\$500.00	\$500.00	Funds would be used to purchase and pay for a cell phone for the organization. Phone would be used for sales calls, contacting staff, tracking inventory, and making payments using the Square Reader app.
VON	\$0	\$1,560.00	\$1,560.00	Fee waiver request for use of space at the Arthur and Area Community Centre to operate Arthur VON Smart Exercise and Falls Prevention Programming three times a week. This fee waiver would be for July-December.
Wellington Heights Secondary School • Warm Winter Wishes Program	\$650.00	\$650.00	\$650.00	This is an annual request. Application is received in the fall from the current year's Warm Winter Wishes Program. Funds would be distributed contingent on receiving an application.
Wellington Heights Secondary School • Scholarships	\$900.00	\$900.00	\$900.00	Annual contribution for Township Scholarships for three graduating WHSS students at \$300 each.
West Luther 4-H	\$125.44	\$0	\$0	No application received for 2024.
York Soaring Association	\$0	\$1,000.00	\$1,000.00	Funds would assistance York Soaring with the costs of renting portable washrooms and handwashing stations for its Antique Aircraft Fly-In event in June 2024. This is a first-time event with 1,000 people expected to attend.
TOTAL REQUESTS/GRANTS	\$65,320.33	\$71,559.32	\$61,635.82	
Total in Fee Waivers		\$19,910.82	\$15,360.82	
Total in Donations	-----	\$51,618.50	\$46,275.00	

Recommended Funding Sources	
• Grants & Donations Community Development Fund	\$40,000.00
• Council Directed Projects (2024 budget item)	\$17,045.82
• Recreation Budget	\$ 2,100.00
• C&ED Cultural Roundtable Budget	\$ 1,750.00
• Waived as per Fees & Charges By-Law	\$ 740.00
Total	\$ 61,635.82

ATTACHMENT B

REQUESTS REQUIRING COUNCIL DISCUSSION AND DECISION

GROUP	FUNDS REQUESTED	STAFF SUGGESTION	STAFF COMMENTS	PURPOSE/COMMENTS
Arthur Minor Hockey Association	\$1,494.00		In the past, Council has not provided funding to minor sports organizations through this funding stream.	Fee waiver request for Upper Hall rental, and 10 hours of ice time for Arthur Minor Hockey Day in January 2025. Event is a fundraiser for the Association. Ice time needed could be lower, depending on number of teams.
Arthur Public School Parent Council	\$10,000.00	\$7,500.00	Typically, this program does not support school projects, however Council provided \$5,000 in 2023 to APS and \$12,500 to KPS. If council wish to provide funding, we recommend capping total contribution at \$12,500.	Donation would assist Parent Council in proceeding with Phase 3 of installing Primary Playground Structure. This structure is designed for students JK-Grade 3.
Arthur – St. John’s Catholic School	\$9,000.00	\$12,500.00	As above. If council wish to provide funding, we recommend capping the total contribution to any elementary school at \$12,500.	Funds would be used to help finance planned playground enhancements at the school.
Green Wave Soccer Mount Forest	\$6,764.00		This does not meet our criteria as this is a for-profit business however, it is a good program and serves a need in our community.	Request of fee waiver for the use of the soccer field at Cork Street Park in Mount Forest for six weeks during the summer to run a soccer/sports camp.
Mount Forest Air Cadets	\$7,500.00	\$1,000.00	Council may wish to consider a small grant donation and an offer of assistance for staff to support recruitment efforts with marketing and promotion. This amount is in line with similar requests.	Donation request to support 75% of the costs to pay for newspaper, radio and print material advertising costs to recruit volunteers. The Squadron is on probation for closure due to low volunteerism. Numbers need to be augmented by August 2024.
Wellington North-Wide Yard Sale	\$1,370.00	\$1,370.00	This event is scheduled for May 18, 2024. There have been no promotions for the indoor opportunity to-date. If successful, organizers will promote the opportunity and finalize plans for the event.	Fee waiver request for the use of space at the Arthur Community Centre and M.F. Sports Complex for a Township-wide yard sale for those who do not have a yard or other appropriate space, or those who live rurally and would prefer to sell items in town.
Total	\$36,128.00	\$22,370.00		

Potential Funding Sources	
• Council Directed Projects (2025 budget item)	\$20,000.00
• C&ED Marketing & Promotion	\$ 1,000.00
• Council Directed Projects (2024 budget item)	\$ 1,370.00



WELLINGTON NORTH

SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024. Applications received after March 31st, 2024, will be reviewed in April 2025.

Organization Name & Address: Green Wave Soccer Mount Forest (McFarlane Soccer Schools Inc.)		
Contact Name & Address: [REDACTED]		
phone: [REDACTED]	Co [REDACTED]	Orga [REDACTED]
Amount Requested: 100% of field/facility costs at Cork Street Park for 6 weeks of camp	\$ 6,764	Dates Funds Required: July 1, 2024
Percentage of Overall Project Cost: 100% of field/facility costs at Cork Street Park for 6 weeks of camp		Can you provide financial statements if asked? : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate: Greenwave soccer was founded by experienced coaches and teachers who are passionate about delivering a fun filled sporting experience to children of all abilities and backgrounds and supporting local causes in the community. Good sportsmanship is at the core of everything that we do.		

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

I'd like to provide soccer and sports camps at the Cork Street facility for residents of Wellington North. The grant would be used to cover the cost of the field rental for the 6 weeks of 5 day camps. There are limited sports and recreation camps offered in Mount Forest and the Summer camp offered by Wellington North has limited spaces and sells out quickly. This would provide a local and viable option for parents that need local, reliable and safe Summer care for their children (especially boys) who prefer to be active and outdoors rather than be on their devices and watching screens all day.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: Yes or number of years for this event/project Since May 2023

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project: N/A

Benefits of this event/project: A local outdoor sporting option for Mount Forest and surrounding area residents. An outside camp that gets kids off devices and allows them to learn life skills and make new friends. This also helps to offer the participants an opportunity to get their quota of daily physical exercise during the Summer months.

3. What main objective(s) does your event/project aim to achieve (max 3)

- 1) Provide a local sporting option for Mount Forest residents
- 2) Provide a Summer (outdoor) camp option for parents
- 3) Overflow option if and when the Town Summer camp sells out

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

I was encouraged to apply for this grant by Mandy Jones of Wellington North. The promotion would be through our social media and posts and advertisements would be on various community boards and facebook groups. We also run ads in the Wellington Advertiser and on the River 88.7 and Bluewater Radio 101.3.

5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

I contacted the Town of Hanover and I'm partnering with them to run two weeks of Summer camps in Hanover. I'm looking for some support from Wellington North [REDACTED]. I've also applied for the Canada Summer Jobs program.

6. Other information that you would like to provide. (Continue on the back if necessary)

The facility costs at Cork Street are way too high compared to the school boards and even other Towns and areas that I run camps in. It simply isn't affordable from a facility cost perspective to run any kind of camp at that location. We need to provide more local options for our residents so they don't have to drive to Hanover and other larger centres to get quality programming for their kids.

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature:

[REDACTED]

Title:

Owner/Head Coach

Printed Name of Signatory:

[REDACTED]

Date:

March 6, 2024

The personal information requested in this form is being collected for the purpose of determining eligibility of an applicant to receive a Council grant. The information collected under the authority of the Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Municipal Clerk at 519-848-3620, ext.4227 or at the Municipal Office, 7490 Sideroad 7 West, Kenilworth, ON N0G 2E0. Wellington North may promote the program and reserves the right to use approved and funded projects as examples in promotional programming including using photographs and descriptions of the project in promotional materials. All applications to be submitted to the Township of Wellington North Attention Clerk's Department.



WELLINGTON NORTH

SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024. Applications received after March 31st, 2024, will be reviewed in April 2025.

Organization Name & Address: St John's Catholic School , Arthur ON	
Contact Name & Address: [REDACTED]	
Contact: [REDACTED]	Organization web-site:
Amount Requested: \$ 9000	Dates Funds Required: June 2024
Percentage of Overall Project Cost: 75%	Can you provide financial statements if asked? : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate: The mandate of the Catholic School Council is to provide help, opportunities and support toward extra curricular initiatives and any needs that the school community needs to help continue to keep the staff, students and school family operating at the optimum level.	

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

The St. John's Catholic School Council (Parent Council) would use this grant to help establish some school yard enhancements. St John's school has not ever had any sort of playground equipment and we are looking to help Provide opportunities for various ways to help foster imaginative, interactive play while outdoors.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: _____ or number of years for this event/project Ongoing

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project:

Benefits of this event/project:

It is my belief that this has been something that has been an ongoing initiative, but has proven difficult To establish funds with a small school community. St John's school yard is used within our community with local associations I.e. Baseball/Soccer, as a place for families to use to help further skills and build community.

3. What main objective(s) does your event/project aim to achieve (max 3)

- provide learning, imaginative and active opportunities for the school community (playground lines, 2nd Gaga Ball pit and sandbox.
- provide a welcoming space for our community to use along with the usage of the ball diamond and soccer field

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

The extent of community involvement has been that of the parents sitting on the parent council.

Wellington Township would be recognized with photo opportunities should we be granted any funding.

5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

We have received some donations from local service clubs, along with various fundraisers within our School community.

We have not and do not plan to apply for funding from other Government Sources.


6. Other information that you would like to provide. (Continue on the back if necessary)

With the help of some community members, last summer we were able to have one Gaga Ball Pit installed. This has been very well received and we feel that a second pit would be beneficial to the school community, allowing for further usage from more students.
We appreciate your consideration to our cause and understand that any amount received will Benefit our school community and community at large greatly.

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature: 

Title: 

Printed Name of Signatory: 

Date: March 28, 2024

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WELLINGTON NORTH
SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

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Organization Name & Address: Wellington North-Wide Yard Sale		
Contact Name & Address: [REDACTED]		
Contact Telephone: [REDACTED]	Contact email: [REDACTED]	Organization web-site: none
Amount Requested: 100%	Percentage of Overall Project Cost: 100%	Organization web-site: none
Amount Requested: \$ 1370.00 plus tax and fees in the form of free space		Dates Funds Required: May 18 2024
Can you provide financial statements if asked? : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Organization Mandate: To organize and register Wellington North for a Town Wide Yard Sale, with the provincial web and Facebook in order to garner interest and attract buyers from outside our usual social media catchment		

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

The grant will be in the form of free space at Arthur Community Centre and Mount Forest Sportsplex for participants who do not have a yard or other appropriate space for a yard sale, or who live rurally and would prefer to sell items in town.

There will be no entry fee for either sellers or buyers.

Space under consideration at each site would be either ice surface floor space OR large meeting room/hall. At this time, both spaces are available at both sites. Either would be adequate for needs of this project.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: _____ or number of years for this event/project 5+

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project:

Benefits of this event/project:

Wellington North benefits from additional traffic to the area who, in addition to buying items at the Yard Sales, may also buy food and drink and other goods in the stores and businesses in our township.

The benefit of this specific piece, having a central selling spot, allows access for all citizens.

3. What main objective(s) does your event/project aim to achieve (max 3)

The Sales allow residents to dispose of household items in exchange for cash, thus allowing them to gain some small income, and possibly reducing the number of items in the dump, but the addition of this space for "Yardless Sellers" achieves access for people who might not otherwise be able to participate

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

Three people have discussed the addition of a central space: [REDACTED]
The idea has been discussed with Mandy Jones Community and Economic Development Officer who is supportive.

5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

No funding has been received by this project in its existence, from anyone, until now. I will not be applying to other Government sources.

6. Other information that you would like to provide. (Continue on the back if necessary)

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature:

Title:

Printed Name of Signatory:

Date:
22 Feb 2024

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WELLINGTON NORTH

SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people, and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024. Applications received after March 31st, 2024, will be reviewed in April 2025.

Organization Name & Address: <i>Mt. Forest Air Cadets</i>	
Contact Name & Address: [Redacted]	
Contact Telephone: [Redacted]	Organization website: <i>895aircadets.com</i>
Amount Requested: <i>\$7500.00</i>	Dates Funds Required: <i>ASAP</i>
Percentage of Overall Project Cost: <i>75%</i>	Can you provide financial statements if asked? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate: <i>To provide enriched programming for youth 12-19 yrs in areas of leadership, citizenship, physical fitness & aviation.</i>	

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

Our squadron is on probation for closure due to low volunteerism. These funds will cover costs for newspaper, radio and printed advertising. We need to augment our numbers before review in AUGUST 2024.

2. Is this the first year for this event/project? If not, how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: or number of years for this event/project _____

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project:

Benefits of this event/project: *The Mt. Forest air cadets is a "no cost to families" program. We have been able to do this because of fundraising efforts. The program is accessible to*

3. What main objective(s) does your event/project aim to achieve (max 3)

Youth from All demographics and especially our low income families.

We hope to augment our sponsoring committee staff by 5 and our program staff by 3-4 and to raise overall awareness in the community in the aim of boosting overall youth enrollment.



Our committee is currently 4 people. I will spearhead project with weekly publications (notary donors) and monthly follow up/assessment meetings.

5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

We will not be applying for other grants as time is short. We will be reaching out to Lions and Legion for ideas and support in other local fundraising efforts.

6. Other information that you would like to provide. (Continue on the back if necessary)

We are conducting a targeted Facebook campaign on "What's happening Mt. Forest" to inform public of preliminary meetings.

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature: [Redacted] Title: [Redacted]

The personal information requested in this form is being collected for the purpose of determining eligibility of [Redacted] a Council grant. The information collected under the authority of the Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Municipal Clerk at 519-848-3620, ext. 4227 or at the Municipal Office, 7490 Sideroad 7 West, Kenilworth, ON N0G 2E0. Wellington North may promote the program and reserves the right to use approved and funded projects as examples in promotional programming including using photographs and descriptions of the project in promotional materials. All applications to be submitted to the Township of Wellington North Attention Clerk's Department.



WELLINGTON NORTH
SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024. Applications received after March 31st 2024, will be reviewed in April 2025.

Organization Name & Address: Arthur Public School - Parent Council		
Contact Name & Address: ██████████ ██████████ ██████████		
Contact Telephone: ██████████	Contact email: ██████████@██████████.██████████	Organization web-site: NA
Amount Requested:	\$ 10,000.00	Dates Funds Required:
Percentage of Overall Project Cost: (Primary Structure) Total project cost is \$83,252.75 (Percentage = 12.01%)		Can you provide financial statements if asked? : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate: The mission of Arthur Public School -a friendly rural JK-8 school: challenge our students to pursue excellence and attain a love for learning through a quality learning environment.		

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

We are seeking assistance from council to conclude the final monetary donation to move forward with the installation of our Primary Playground Structure (phase 3). This structure is designed for students JK-grade 3. With many elements at ground level this is also accessible to those students with different skills and abilities. This project is set to be installed this spring - even though we are currently short funds. We are very hopeful that we will gain support through our community partners and fundraisers as we conclude our 2023/2024 school year.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: 2022 or number of years for this event/project 2/3 years

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project: We received funding last year for phase 1 and now seeking funding for phase 3

Benefits of this event/project:

Once we are able to install this Primary Structure this will conclude our playground reconstruction as we will have structures for all students as well as 2 Gaga ball pits. Our community will benefit from our large green space and structures - this is a space where families can gather after school hours, weekends and all through the summer months and allow their kids to play, learn and develop in a safe environment.

3. What main objective(s) does your event/project aim to achieve (max 3)

1. an accessible space for both our students and community to use and enjoy
2. encourages physical activity which in turn encourages positive mental health
3. this structure was designed to allow our younger kids to be creative and improve their social play by working collaboratively

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

During the school year of 2022, our committee completed a survey with students, staff, parents and community members alike. This allowed us to gain an understanding of what elements they wanted to see within our school yard. We have been sending out communication to families giving an update on our status and recognizing those who have contributed to our project. Once our yard is complete we will install a billboard thanking everyone who has helped to complete our project.



5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

We have gained support from Cachet Developments, Musashi Auto Parts as well as small donations from other local businesses within Arthur. Our own fundraising efforts have also played a large roll in our progress. We continue to plan fundraisers to contribute to our goal along with contributing to other aspects of our school (such as our snack program, scientists in the school, classroom bussing assistance, sledge hockey, skating, and teacher requests to assist with classroom learning).

6. Other information that you would like to provide. (Continue on the back if necessary)

Our school and community will be grateful for the assistance in completing our playground upgrades. We look forward to working together with our township and community to benefit those who live amongst our rural community.

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature: 	Title: Vice President Parent Council/ Playground Chair
Printed Name of Signatory: 	Date: March 3, 2024

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WELLINGTON NORTH

SEMPER PORRO

2023 – 2024 GRANTS AND DONATIONS APPLICATION FORM

The purpose of this program is to support local community groups and organizations in obtaining donations, waiver of rental fees, etc. in support of local events and fundraisers. The project should meet local needs, involve and empower people and have an aim of sustainability.

Applications can be submitted at anytime however all applications must be received by **March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024. Applications received after March 31st, 2024, will be reviewed in April 2025.

Organization Name & Address: Arthur Minor Hockey Association		
Contact Name & Address: [REDACTED]		
Contact Telephone: [REDACTED]	Contact email: [REDACTED]	Organization web-site:
Amount Requested: \$ Cost of ice and upper hall rental for 1 day		Dates Funds Required: January 2025
Percentage of Overall Project Cost:		Can you provide financial statements if asked? : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization Mandate:		

1. Please provide a brief description of what the donation/grant is for and what you intend to do with it. (i.e. activities to take place, when and where the project will take place etc.)

The donation would cover the cost of the ice rental and upper hall for the day of the event, which is Arthur Minor Hockey Day. We runs this event each year to fundraise and celebrate our teams and the sport.

This event takes place at the Arthur Community Centre usually the first Saturday in January.

The exact date and times of Arthur Minor Hockey Day for January 2025 will be determined at the beginning of our next season which starts the end of September 2024.

2. Is this the first year for this event/project? If not how many years have you been running this event/project? What benefits will the project bring to the Wellington North community?

First time event/project: 2022 or number of years for this event/project _____

Is this the first time you have asked for funding from Wellington North for this event: Yes No

If no, how many years have you received funding for this event/project:

Benefits of this event/project:

This event brings the community together cheering on teams/individuals in the sport of hockey. This event also allows for the community to support our small town hockey organization, which in return helps to keep the cost lower to allow for many to enjoy this sport.

3. What main objective(s) does your event/project aim to achieve (max 3)

4. How have community members been involved in the planning and development stages of this project or event and how will you promote and recognize the funding that you have received from the Township of Wellington North?

Our organizations board is made up of community members which plan this event.

We will recognize the township for their support with posters at the event that indicate the funding received from the township. The township would then also be noted as a sponsor on our banquet booklet hosted at seasons end.

5. What partnerships and/or funding have you developed or received from other community groups to plan and/or implement your event or project? Have you received or will you be applying for funding from other Government sources?

This event does not receive funding from any other groups
At this time we will not be applying for funding for this event from anyone else.

6. Other information that you would like to provide. (Continue on the back if necessary)

This event is a fundraiser for Arthur Minor Hockey, which in return helps keep the costs as low as possible so all youth community members can join and enjoy the sport of hockey.
Having the cost of the ice and upper hall covered for the day would greatly benefit the purpose of this event, which in return helps our community.

I hereby make the above application to the Grants and Donations Program declaring all the information contained herein is true and correct, and acknowledging that the Township of Wellington North will process the application based on the information provided.

Signature:

Title:

Printed Name of Signatory:

Date:

March 25, 2024

The personal information requested in this form is being collected for the purpose of determining eligibility of an applicant to receive a Council grant. The information collected under the authority of the Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Municipal Clerk at 519-848-3620, ext.4227 or at the Municipal Office, 7490 Sideroad 7 West, Kenilworth, ON N0G 2E0. Wellington North may promote the program and reserves the right to use approved and funded projects as examples in promotional programming including using photographs and descriptions of the project in promotional materials. All applications to be submitted to the Township of Wellington North Attention Clerk's Department.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-04-22
 MEETING TYPE: Open
 SUBMITTED BY: Mandy Jones, Manager Community & Economic Development
 REPORT #: C&ED 2024-017
 REPORT TITLE: Recreation Programs Update

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-017 on Recreation Programs Update.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Recreation Master Plan, approved May 7, 2018
 RCC 2018-002 Wellington North Day Camp Program
 RAC 2019-001 Wellington North Day Camp Program
 RAC 2019-009 Wellington North Day Camp Program Update
 RAC 2019-010 Wellington North Aquatics Update
 RAC 2019-014 Wellington North Summer Day Camp End of Year Summary
 RAC 2019-016 Recreation Software
 RPL 2021-004 Year in Review
 RPL 2022-005 Summer Recreation Programs
 RPL 2022-024 Summer Programs End of Year Summary
 OPS 2023-011 RPL Recreation Master Plan Review
 OPS 2023-036 2023 Recreational Programming End of Year Summary

BACKGROUND

The Recreation Master Plan (RMP) was approved on May 7, 2018. This document is used to help guide decision-making activities related to park and facility improvements, programs as well as service delivery and policy development, through to the year 2031. Contained within this document are 74 recommendations, with suggested priority and timelines associated with each activity.

Since the approval of the RMP, staff have continued to regularly reference the document and work towards completing the various recommendations.

This report will include a brief update on the Recreation Master Plan (RMP) related specifically to programming opportunities in the community. While this report is only focused on programming, it is important to note that the other recommendations in the RMP have either been completed or are being addressed on an on-going basis.

Recommendation 1: Adopt a municipal service delivery role that reflects the Master Plan's guiding principles, with a primary focus on providing and maintaining core municipal assets, coordinating community-wide events and facilitating programming through a community development approach.

Recommendation 3: Employ a community development approach to service delivery. The Township should focus on building capacity within local organizations and becoming involved in the direct provision of targeted services only where suitable community partners do not exist.

Recommendation 6: Work with community organizations (e.g., Youth Action Council, etc.) to maximize existing facilities through no to low-cost informal, unstructured activities and inclusive programming for children, teens and seniors.

Recommendation 7: Assess the viability of offering March Break and/or summer camps

Recommendation 8: Support and seek opportunities to enhance community events that promote social cohesion, community pride and increase awareness of local traditions and talents, including initiatives that animate parks and open spaces (e.g., concerts and plays, outdoor fitness, nature appreciation, etc.).

Recommendation 9: Encourage greater coordination and expansion of seniors' activities in Mount Forest.

Recommendation 11: Seek strategic partnerships that are consistent with the Township's objective of accessing additional resources when pursuing projects that respond to demonstrated needs.

Recommendation 23: Develop a staff training and development plan to articulate the skills and competencies needed to deliver on the Departmental objectives and set out an annual training program.

Recommendation 33: Further explore the potential to relocate the Arthur Seniors' Centre to the upper hall at the Arthur & Area Community Centre, with consideration to long-term needs and a cost-benefit analysis.

ANALYSIS

Since 2019, our council has been dedicated to enriching the lives of our residents through various programs and initiatives. From expanding day camp programs to offering increased pickleball sessions and embracing modern technology, the townships commitment to creating

a vibrant community is central. The following summary provides a high-level overview of the ongoing efforts related to recreation programming.

DAY CAMP

Since its inception in 2019, the Wellington North Day Camp Program has continued to grow, becoming a foundation for children's activities in the township. In just five years, the program has evolved significantly, an indication of its popularity and need for childcare in the community. Initially offering 48 spaces across two locations in 2019, the program has expanded to three locations in 2024, with a total of 76 spaces available to accommodate eager participants. Staff continue to develop a program that responds to participant preferences including lunch options, programs for older children, outdoor play, physical activities and hands-on learning.

SOFTWARE

In 2019, the Township introduced email transfers for program registration, providing a convenient payment option for participants. Later that year, the Township solidified its commitment to digital convenience by signing an agreement with PerfectMind/Xplor Recreation for online booking and program registration. The software was officially launched in 2021, enhancing accessibility and efficiency for program participants and staff alike.

PICKLEBALL

The township supported the growth of the pickleball program in Arthur and Mount Forest, through collaboration with passionate community members and a local pickleball league. With daytime and evening sessions now offered in both urban centres, the program has flourished to provide a total of ten sessions per week for participants of all ages and skill levels. This program is successful through partnerships with local facilities, staff engagement and a group of dedicated volunteers. Staff continue to seek opportunities to respond to participant feedback.

AQUATICS

Despite temporary closures and staffing constraints at the Arthur Pool between 2020 and 2022, the township is back on track with a full compliment in our aquatics team. This means that we will be opening again on Sundays for rentals, family swim and public swim; something the township has not been able to offer since 2019. In addition, the pool will once again be opened the first week of June for lessons, Bronze Medallion and Cross courses, and to offer the Swim to Survive program for Grade 3 students in our community.

TRAILS

The Township continues to champion its trail systems as invaluable assets for passive recreation; encouraging residents to explore the natural beauty of the area while promoting physical activity and well-being. Our trails are maintained in part, by a very dedicated group of volunteers, who provide countless hours performing clean-up activities and notifying staff of concerns.

SENIORS PROGRAMMING

Through the Community Grants and Donations program, the Township demonstrates its steady support for seniors programming, ensuring that important services and activities such

as walking, support groups, social gatherings, and exercise groups remain accessible to older adults.

INCREASED SPONSORSHIP

Through collaboration with service clubs and businesses, the Township has expanded free program opportunities. Thanks to wonderful sponsors, the township now offers more free activities for our residents; free activities include public skates, walking track access, and parent and tot/older adult skating. Staff are continuing to explore opportunities for sponsorship of new and existing programs, further ensuring accessibility and inclusivity.

STICK AND PUCK

Building on the success of the Stick and Puck program, the Township is excited to explore the introduction of a Stick and Ball drop-in for lacrosse in Arthur. In addition, staff are exploring the opportunity to offer a Stick and Puck drop-in for floor hockey in Mount Forest. These programs are expanding due to increased interest from residents and participants.

Our council continues to prioritize the investment in community recreation and programs, continually improving and expanding township offerings to make them more accessible and inclusive. By actively listening to, and engaging with community feedback, we've enhanced and grown many programs.

CONSULTATION

Brooke Lambert, CAO

FINANCIAL CONSIDERATIONS

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

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: By enhancing and improving the delivery of recreation programs, balanced with community needs and resources.
- 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: 2024-04-22
 MEETING TYPE: Open
 SUBMITTED BY: Mandy Jones, Manager Community & Economic Development
 REPORT #: C&ED 2024-019
 REPORT TITLE: 25th Anniversary of Amalgamation Celebrations

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-019 on the 25th Anniversary of Amalgamation Celebrations;

AND THAT Council, in recognition of the 25th anniversary of amalgamation, approves the recommendation on activities and budget as outlined below:

Item/Event	Cost	Budget Allocation
BBQ Lunch and Open House	\$4,500	Council Directed Initiatives
Time Capsule	\$500	Council Directed Initiatives
Event Presence	\$500	C&ED/Admin Operating Budget - Marketing
Celebratory Swag and Giveaways	\$5,000	HR/Admin Operating Budget
Total	\$10,500	

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

None that are applicable to this report.

BACKGROUND

In 1999, the Town of Mount Forest, the Village of Arthur, the Townships of West Luther and Arthur, as well some of the outlying areas in the Townships of Peel and West Garafraxa amalgamated to form the Township of Wellington North.

In 2019, the Township held an event celebrating the 20th anniversary of amalgamation at the Municipal Office in Kenilworth. This event invited current and former council members, staff and residents to attend a BBQ lunch, cake cutting and social time. Memorabilia was on display and plenty of stories were shared. In addition, a 20th anniversary sign was hung at the front of the municipal building to commemorate the anniversary.

ANALYSIS

As 2024 marks the 25th anniversary of amalgamation, staff have explored various ways to celebrate the occasion.

25th ANNIVERSARY ART CONTEST

In January, the Township's Cultural Roundtable announced an Art Contest for local artisans/innovators to showcase their talents. The goal, to have individuals create a mural, piece of art, or conceptual idea that highlights Wellington North and celebrates our amalgamation. Up to three winning artists will receive \$1,000 and have their artwork recreated on an outdoor board at one of three Township facilities - the Mount Forest and District Sports Complex, Arthur and Area Community Centre, and Kenilworth Administration Office.

25TH ANNIVERSARY LOGO

A special 25th anniversary logo was introduced in January. This logo is used in council and staff email signatures and on various marketing campaigns.



FUTURE 2024 ACTIVITIES AND INITIATIVES

In the coming months, staff are suggesting the following activities take place:

- BBQ Lunch and Open House
- Time Capsule
- Event presence
- Volunteer Celebration and Newcomer Welcome
- Celebratory Swag and Giveaways
- Social media and communications
- Mayor's Charity Bonspiel

BBQ LUNCH AND OPEN HOUSE

Similar to the 20th anniversary celebrations, staff are suggesting the Township host a BBQ Lunch and Open House at the Kenilworth Municipal Office. Invitations would be sent to current and past councillors, staff, and members of the public to attend. The event would include memorabilia on display, a cake cutting, burying of a Time Capsule, a “touch-a-truck” activity and an opportunity to socialize with staff and members of council. Staff suggest the event be hosted on Friday, June 7; a PA Day for the Upper Grand District School Board (UGDSB) and Wellington Catholic School Board. Staff intend to request permission from UGDSB and Kenilworth Catholic Church to accommodate public parking for the event.

TIME CAPSULE

The time capsule would comprise a letter from the Mayor and Council, and welcome submissions from residents (submitted in advance) to be included. As the time capsule could see an overwhelming response from residents, staff suggest limiting submissions to letters, photographs, and similar small items. The intention would be for the time capsule to be buried at the Kenilworth Municipal Office, during the BBQ Lunch and Open House event; and reopened by the mayor in 2049 at a 50th anniversary of amalgamation, celebration.

EVENT PRESENCE

As a way to celebrate the 25th anniversary, staff have explored various options to increase the Township’s presence at various events including Arthur By The Fire (June), York Soaring Antique Aircraft Fly-In (June), Mount Forest Fireworks Festival (July), Arthur Optimist Canada Day Celebrations (July) and the Arthur Fall Fair (Sept). For the events noted, the Township will either have a staffed booth, a booth with a static display, or informal attendance at the event to show support and hand-out swag.

VOLUNTEER CELEBRATION AND NEWCOMER WELCOME

The April 18, 2024, Volunteer Celebration and Newcomer Event in Arthur was a success, seeing 225 people in attendance. In September, the Township will host a second Volunteer Celebration and Newcomer Event in Mount Forest. Staff anticipate handing out celebratory swag to those in attendance.

CELEBRATORY SWAG AND GIVEAWAYS

Staff have investigated various items that could be given away to residents at various events as a way to commemorate the 25th anniversary. These items could include, pins, pens, notebooks, bags, mugs, ornaments, etc.

SOCIAL MEDIA AND COMMUNICATIONS

In conjunction with the Cultural Roundtable, the Township will be running a social media campaign called “Fun Facts and Folklore” throughout the year highlighting some interesting facts and fun stories from Wellington North’s past.

MAYOR’S CHARITY BONSPIEL

Staff are also planning for the return of the Mayor’s Charity Bonspiel in November. This event should be cost neutral. Financial support for this event will be driven through sponsorship and registrations.

CONSULTATION

Brooke Lambert, CAO

Mike Wilson, Community Development Coordinator

Tasha Grafos, Executive Assistant to the CAO

Senior Management Team

FINANCIAL CONSIDERATIONS

Capital - none

Operating – There will be costs associated with hosting some of these events; cost estimates are outlined below:

Item/Event	Cost	Budget Allocation
25 th Anniversary Art Contest	\$3,000	C&ED Operating Budget - Cultural Roundtable
25 th Anniversary Logo	\$0	Staff time
BBQ Lunch and Open House	\$4,500	Council Directed Initiatives
Time Capsule	\$500	Council Directed Initiatives
Event Presence	\$500	C&ED/Admin Operating Budget - Marketing
Volunteer Celebration and Newcomer Welcome	\$17,500	Volunteer Initiatives
Celebratory Swag and Giveaways	\$5,000	HR/Admin Operating Budget
Social Media and Communications	\$0	Staff time
Mayor's Charity Bonspiel	\$0	Staff time
Total	\$31,000	

Some events identified above are already included in the 2024 operating budget, such as the Volunteer Celebration & Newcomer Welcome events or the Art Contest. The Mayor's Bonspiel is expected to be a self-sufficient event, with profits going to a local charity/charities of the Mayor's choice.

Staffing Implications – Some staff time will be required to organize and execute events.

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: Through community engagement.

- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

4/15/24

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
80226	Allan Avis Architects Inc.	3/19/24	\$7,874.52
80227	Arthur ACE Hardware	3/19/24	\$45.14
80228		3/19/24	\$598.19
80229	BJ Industries Inc.	3/19/24	\$285.89
80230	Bluewater Fire & Security	3/19/24	\$135.60
80231		3/19/24	\$1,183.42
80232	Chalmers Fuels Inc	3/19/24	\$9,456.81
80233	Country Creations of Mt Forest	3/19/24	\$102.83
80234	EC King Contracting	3/19/24	\$1,341.08
80235	Eramosa Engineering Inc.	3/19/24	\$2,255.20
80236	Go Evo Inc	3/19/24	\$1,342.44
80237		3/19/24	\$57.50
80238	Hydro One Networks Inc.	3/19/24	\$62.68
80239	Jim's Auto Service	3/19/24	\$280.97
80240	Kronos Canadian Systems Inc.	3/19/24	\$1,337.55
80241		3/19/24	\$414.78
80242	Mount Forest Foodland	3/19/24	\$6.99
80243	Midtown Auto Repair	3/19/24	\$5,941.50
80244	Owen Sound Highway Maintenance	3/19/24	\$25,613.77
80245	Peavey Mart	3/19/24	\$22.34
80246	Premier Equipment Ltd.	3/19/24	\$218.48
80247	Royal Bank Visa	3/19/24	\$5,990.19
80248	RSM Building Consultants Inc.	3/19/24	\$1,536.01
80249	Tom Shupe Plumbing & Heating	3/19/24	\$904.00
80250	United Rotary Brush of Canada	3/19/24	\$921.61
80251	Ward & Uptigrove Consulting &	3/19/24	\$5,226.25
80252	WD Property Maintenance	3/19/24	\$4,536.95
80253	Wellington County Roads Superv	3/19/24	\$1,250.00
EFT0006402	Arthur Home Hardware Building	3/19/24	\$185.24
EFT0006403	Arthurs Fuel	3/19/24	\$2,344.06
EFT0006404	Artic Clear 1993 Inc.	3/19/24	\$238.00
EFT0006405	Balaklava Audio	3/19/24	\$118.65
EFT0006406	B M Ross and Associates	3/19/24	\$6,793.91
EFT0006407	Broadline Equipment Rental Ltd	3/19/24	\$1,339.05
EFT0006408	CARQUEST Arthur Inc.	3/19/24	\$886.27
EFT0006409	Carson Supply	3/19/24	\$2,173.37
EFT0006410	Cedar Signs	3/19/24	\$5,550.55
EFT0006411	City of Guelph	3/19/24	\$518.58
EFT0006412	Cordes Enterprise	3/19/24	\$1,096.95

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0006413	County of Wellington	3/19/24	\$3,448.15
EFT0006414	Steve Cudney	3/19/24	\$150.00
EFT0006415	Delta Elevator Co. Ltd.	3/19/24	\$1,007.17
EFT0006416	Dewar Services	3/19/24	\$169.50
EFT0006417	Duncan, Linton LLP, Lawyers	3/19/24	\$962.51
EFT0006418	Excel Business Systems	3/19/24	\$273.41
EFT0006419	HETEK Solutions Inc.	3/19/24	\$203.40
EFT0006420	Hort Manufacturing (1986) Ltd.	3/19/24	\$55.82
EFT0006421	Ideal Supply Inc.	3/19/24	\$320.33
EFT0006422	International Trade Specialist	3/19/24	\$943.43
EFT0006423	J.A. Porter Holdings (Lucknow)	3/19/24	\$282.05
EFT0006424	Joe Johnson Equipment Inc.	3/19/24	\$524.09
EFT0006425	K Smart Associates Limited	3/19/24	\$1,480.30
EFT0006426	Lange Bros.(Tavistock) Ltd	3/19/24	\$5,311.00
EFT0006427	Maple Lane Farm Service Inc.	3/19/24	\$454.82
EFT0006428	Mount Forest Victory Church	3/19/24	\$850.00
EFT0006429	MRC Systems Inc	3/19/24	\$4,845.16
EFT0006430	Midwest Co-operative Services	3/19/24	\$993.32
EFT0006431	Ontario One Call	3/19/24	\$144.35
EFT0006432	PETRO-CANADA	3/19/24	\$3,533.82
EFT0006433	PPE Solutions Inc.	3/19/24	\$9,308.94
EFT0006434	Resurface Corporation	3/19/24	\$648.73
EFT0006435	Risolv IT Solutions Ltd	3/19/24	\$6,613.86
EFT0006436	Shred All Ltd.	3/19/24	\$146.90
EFT0006437	Sterling Backcheck Canada Corp	3/19/24	\$44.01
EFT0006438	Suncor Energy Inc.	3/19/24	\$8,430.47
EFT0006439	Triton Engineering Services	3/19/24	\$4,053.88
EFT0006440	Walco Equipment Ltd.	3/19/24	\$555.71
EFT0006441	Wellington North Power	3/19/24	\$245.30
EFT0006442	Wellington North Machine/10000	3/19/24	\$50.85
EFT0006443	Young's Home Hardware Bldg Cen	3/19/24	\$185.36
80254	B. Edwards Transfer Ltd	3/27/24	\$5,537.00
80255	Bell Mobility	3/27/24	\$1,199.63
80256	Bluewater Fire & Security	3/27/24	\$240.13
80257		3/27/24	\$125.00
80258	Cedar Creek Tools Ltd	3/27/24	\$264.91
80259	Chalmers Fuels Inc	3/27/24	\$387.62
80260	Cook's Garage	3/27/24	\$94.75
80261	Dependable Emergency Vehicles	3/27/24	\$7,315.62
80262	Highland Restoration DKI	3/27/24	\$31,758.03
80263	Hydro One Networks Inc.	3/27/24	\$3,714.98
80264	Langdon Farms Inc.	3/27/24	\$2,760.00
80265	Mount Forest Foodland	3/27/24	\$285.32
80266	PepsiCo Beverages Canada	3/27/24	\$436.97
80267	Premier Equipment Ltd.	3/27/24	\$15,047.53

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
80268	Record Tel Inc.	3/27/24	\$218.80
80269		3/27/24	\$600.00
80270	Staples Professional	3/27/24	\$819.29
80271	TD Wealth	3/27/24	\$876.50
80272	Telizon Inc.	3/27/24	\$764.37
80273	Uline	3/27/24	\$4,264.95
80274	Enbridge Gas Inc.	3/27/24	\$2,398.20
80275	Wightman Telecom Ltd.	3/27/24	\$1,147.11
80276	Workplace Safety & Ins Board	3/27/24	\$11,958.46
EFT0006444	Arthur ACE Hardware	3/27/24	\$88.65
EFT0006445	Arthur Home Hardware Building	3/27/24	\$143.44
EFT0006446	BackSpace Computer	3/27/24	\$4,576.50
EFT0006447	B M Ross and Associates	3/27/24	\$5,838.37
EFT0006448	CARQUEST Arthur Inc.	3/27/24	\$1,041.13
EFT0006449	Cedar Signs	3/27/24	\$446.67
EFT0006450	Clark Bros Contracting	3/27/24	\$847.50
EFT0006451	County of Wellington	3/27/24	\$43,384.00
EFT0006452	Canadian Union of Public Emplo	3/27/24	\$2,163.39
EFT0006453	Farmers' Markets Ontario	3/27/24	\$226.00
EFT0006454	Hort Manufacturing (1986) Ltd.	3/27/24	\$355.01
EFT0006455	Hurononia Welding	3/27/24	\$176.01
EFT0006456	J J McLellan & Son	3/27/24	\$211.99
EFT0006457	KORE Mechanical Inc.	3/27/24	\$9,650.56
EFT0006458	K Smart Associates Limited	3/27/24	\$5,965.31
EFT0006459	Maple Lane Farm Service Inc.	3/27/24	\$100.05
EFT0006460	Martin Drainage	3/27/24	\$247.56
EFT0006461		3/27/24	\$282.49
EFT0006462	MRC Systems Inc	3/27/24	\$5,051.34
EFT0006463	Midwest Co-operative Services	3/27/24	\$800.18
EFT0006464	Ont Mun Employee Retirement	3/27/24	\$65,515.64
EFT0006465	Ont Clean Water Agency	3/27/24	\$82,369.62
EFT0006466	Pryde Truck Service Ltd.	3/27/24	\$4,415.87
EFT0006467	Purolator Inc.	3/27/24	\$5.48
EFT0006468	R&R Pet Paradise	3/27/24	\$2,825.00
EFT0006469	SGS Canada Inc.	3/27/24	\$2,231.26
EFT0006470	Saugeen Valley Conservation	3/27/24	\$920.00
EFT0006471	Teviotdale Truck Service & Rep	3/27/24	\$588.35
EFT0006472	Triton Engineering Services	3/27/24	\$39,750.09
EFT0006473	WATSON & ASSOCIATES ECONOMISTS	3/27/24	\$21,422.54
EFT0006474	Wellington Advertiser	3/27/24	\$394.26
EFT0006475	Wellington North Power	3/27/24	\$63,898.95
EFT0006476	Work Equipment Ltd.	3/27/24	\$153.24
EFT0006477	Young's Home Hardware Bldg Cen	3/27/24	\$551.39
80277	Canada Rink Services	4/04/24	\$3,713.18
80278	Public Services Health & Safet	4/04/24	\$536.75

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
80279	Ward & Uptigrove Consulting &	4/04/24	\$1,836.25
EFT0006478		4/04/24	\$117.50
EFT0006479	Martin Drainage	4/04/24	\$4,854.25
EFT0006480	Resurface Corporation	4/04/24	\$1,327.19
80280	Arthur Foodland	4/10/24	\$11.97
80281		4/10/24	\$135.54
80282	Bluewater Fire & Security	4/10/24	\$1,129.95
80283	Chalmers Fuels Inc	4/10/24	\$4,506.66
80284	DiCAN Inc.	4/10/24	\$4,277.62
80285	Ferguson Framing LTD	4/10/24	\$508.50
80286	Hydro One Networks Inc.	4/10/24	\$1,139.02
80287	International Water Supply Ltd	4/10/24	\$1,986.83
80288	Jim's Auto Service	4/10/24	\$486.35
80289		4/10/24	\$450.00
80290	Louise Marshall Hospital Found	4/10/24	\$75.00
80291	Manulife Financial	4/10/24	\$45,689.64
80292	Mildmay Tent Rental	4/10/24	\$512.17
80293	Royal Bank Visa	4/10/24	\$13,118.40
80294	Saugeen Connects	4/10/24	\$350.00
80295	Staples Professional	4/10/24	\$344.78
80296	TD Wealth	4/10/24	\$868.64
80297	Tom Shupe Plumbing & Heating	4/10/24	\$1,582.00
80298	Enbridge Gas Inc.	4/10/24	\$9,992.40
80299		4/10/24	\$417.87
80300	Weber's Farm Supply	4/10/24	\$90.40
80301	Wightman Telecom Ltd.	4/10/24	\$135.52
80302	Workplace Safety & Ins Board	4/10/24	\$12,167.50
EFT0006481	Abell Pest Control Inc	4/10/24	\$73.74
EFT0006482	Agrisan SC Pharma	4/10/24	\$7,795.80
EFT0006483	A J Stone Company Ltd.	4/10/24	\$23,148.05
EFT0006484	ALS Canada Ltd.	4/10/24	\$1,477.48
EFT0006485		4/10/24	\$2,429.30
EFT0006486	Arthur Chrysler Dodge Jeep Lim	4/10/24	\$60,207.88
EFT0006487	Arthur ACE Hardware	4/10/24	\$29.37
EFT0006488	Arthur Home Hardware Building	4/10/24	\$554.28
EFT0006489	Arthurs Fuel	4/10/24	\$1,806.16
EFT0006490	B & I Complete Truck Centre	4/10/24	\$646.37
EFT0006491	B M Ross and Associates	4/10/24	\$30,530.09
EFT0006492		4/10/24	\$234.40
EFT0006493	Canada's Finest Coffee	4/10/24	\$94.50
EFT0006494	CARQUEST Arthur Inc.	4/10/24	\$172.31
EFT0006495	Carson Supply	4/10/24	\$2,894.51
EFT0006496	Cedar Signs	4/10/24	\$738.23
EFT0006497	City of Guelph	4/10/24	\$38,874.55
EFT0006498	ClearTech Industries Inc.	4/10/24	\$367.51

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0006499	Cordes Enterprise	4/10/24	\$1,895.95
EFT0006500	County of Wellington	4/10/24	\$11,090.00
EFT0006501	Steve Cudney	4/10/24	\$150.00
EFT0006502	Canadian Union of Public Empl	4/10/24	\$2,170.40
EFT0006503	Decker's Tire Service	4/10/24	\$17,458.50
EFT0006504	Delta Elevator Co. Ltd.	4/10/24	\$1,007.17
EFT0006505	Dewar Services	4/10/24	\$173.32
EFT0006506	Duncan, Linton LLP, Lawyers	4/10/24	\$6,631.16
EFT0006507	Excel Business Systems	4/10/24	\$407.93
EFT0006508	FOSTER SERVICES/822498 ONT INC	4/10/24	\$2,100.11
EFT0006509	Ideal Supply Inc.	4/10/24	\$22.85
EFT0006510	Industrial Alliance Insurance	4/10/24	\$204.16
EFT0006511	J J McLellan & Son	4/10/24	\$7.18
EFT0006512	JOB-INC Electric	4/10/24	\$3,463.45
EFT0006513	Lavis Contracting Co. Ltd.	4/10/24	\$23,594.40
EFT0006514		4/10/24	\$185.75
EFT0006515	Maple Lane Farm Service Inc.	4/10/24	\$822.26
EFT0006516	Marcc Apparel Company	4/10/24	\$565.00
EFT0006517		4/10/24	\$868.11
EFT0006518	Maitland Valley Conservation	4/10/24	\$55,428.00
EFT0006519	Midwest Co-operative Services	4/10/24	\$1,252.16
EFT0006520	Officer's Auto Care Inc.	4/10/24	\$227.08
EFT0006521	Ont Mun Employee Retirement	4/10/24	\$65,317.70
EFT0006522	PACKET WORKS	4/10/24	\$169.50
EFT0006523	PETRO-CANADA	4/10/24	\$3,211.11
EFT0006524	Reeves Construction Ltd	4/10/24	\$2,502.98
EFT0006525	Risolv IT Solutions Ltd	4/10/24	\$7,933.68
EFT0006526	R. J. Burnside & Assoc. Ltd.	4/10/24	\$6,815.26
EFT0006527	ROBERTS FARM EQUIPMENT	4/10/24	\$73.44
EFT0006528	Saugeen Community Radio Inc.	4/10/24	\$1,356.00
EFT0006529	Shred All Ltd.	4/10/24	\$73.45
EFT0006530	Stephen Hale	4/10/24	\$1,502.90
EFT0006531	Suncor Energy Inc.	4/10/24	\$21,820.72
EFT0006532	T&M BBQ Catering Ltd	4/10/24	\$7,052.90
EFT0006533	Triton Engineering Services	4/10/24	\$5,072.29
EFT0006534	UnitedCloud Inc.	4/10/24	\$572.50
EFT0006535	Wellington Advertiser	4/10/24	\$959.26
EFT0006536	Wellington Comfort Systems Ltd	4/10/24	\$519.80
EFT0006537		4/10/24	\$44.80
EFT0006538	Yake Electric Ltd	4/10/24	\$318.10
EFT0006539	Young's Home Hardware Bldg Cen	4/10/24	\$544.25
215	Total Amount of Cheques:		\$1,155,298.96



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-04-22

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2024-004

REPORT TITLE: Asset Retirement Obligation (ARO) Policy

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2024-004 being a report on the Township' asset retirement obligation policy.

AND THAT the Council of the Corporation of the Township of Wellington North adopt the asset retirement obligation policy.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The Public Sector Accounting Board (PSAB) has introduced specific guidelines that require government entities, including municipalities, to recognize and measure the liabilities associated with the retirement of tangible capital assets. This requirement, outlined in PSAB Section PS 3280, became effective on January 1, 2022. Asset Retirement Obligations (AROs) refer to the costs related to the disposal or decommissioning of an asset, which may include environmental remediation, removal of resources, or other decommissioning activities.

Adopting an ARO policy ensures compliance with the latest PSAB standards and aligns our accounting practices with those recommended for public sector entities across Canada. By recognizing these obligations in our financial statements, we offer a clearer picture of our municipality's financial health and future liabilities, thereby enhancing our budgeting and long-term financial planning.

ANALYSIS

The Asset Retirement Obligation (ARO) policy, in line with PSAB Section PS 3280, which became effective for our township in January 2023. The adoption of this standard is important to align our accounting practices with national guidelines that mandate the recognition and measurement of liabilities associated with the retirement of tangible capital assets.

Finance and the auditors are in the process of preparing the financial statements for the fiscal year 2023. Given that the ARO policy's effective date is January 2023, the adoption of this standard is retroactive, impacting the current and subsequent financial reporting periods.

The Asset Retirement Obligation policy and the provincial requirement for an update to our Asset Management Plan address distinct aspects of asset management. While the ARO policy focuses specifically on accounting for the costs associated with retiring tangible capital assets, as mandated by PSAB standards, the Asset Management Plan is a broader strategic document required by the province.

In the coming months, Finance will come back with a report and an Asset Management Plan, which will be presented to the council for review and adoption.

CONSULTATION

Financial Advisory Services, PSD Citywide Inc.

Deputy Treasurer.

FINANCIAL CONSIDERATIONS

Capital: \$70,000 – Accounted for in 2024 Capital Budget

Operating

Staffing Implications

Adopting Asset Retirement Obligations (ARO) requires an initial investment in identifying and measuring the retirement obligations of tangible capital assets. This process involves detailed assessments to estimate the present value of the expected costs of retiring assets. Consequently, the recognition of ARO liabilities will increase the reported liabilities on the township's balance sheet. While this may initially appear negative, it actually provides a more accurate depiction of the township's financial commitments. With AROs recorded, the township will need to allocate funds for future asset retirement costs.

ATTACHMENTS

TR2024-004 Schedule A Asset Retirement Obligation Policy

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



Asset Retirement Obligation Policy

Department:	Finance
Policy Number:	005-2024
Effective Date:	January 1, 2023
Legislative Authority:	N/A
Approved by:	
Review Period:	As stipulated by Public Sector Accounting Board (PSAB).

Purpose

This policy stipulates the processes by which asset retirement obligations (AROs) will be recognized, measured, updated, and integrated into existing processes, and the related roles and responsibilities, so that users of the financial information can discern information about these assets, and their end-of-life obligations. The policy specifically addresses how to identify an ARO, when and how to recognize the liability, and how to measure a liability for the asset retirement obligation.

Scope

This policy applies to all departments, units, branches, boards, and agencies that are within the reporting entity of Wellington North, and possess asset retirement obligations related to the following assets:

1. Assets with legal title held by Wellington North
2. Assets controlled by Wellington North
3. Assets reported in any entities that are consolidated with the Township for financial statement purposes
4. Assets that have not been capitalized or recorded as tangible capital assets for financial statement purposes (unrecorded tangible capital assets)

The entities that are consolidated with Wellington North currently include:

- Wellington North Power

The scope of applicability (decision tree) is attached to this policy as Appendix A

Definitions

Accretion Expense: The increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.

Asset Management: The coordinated activity of an organization to realize value from assets.

Asset Retirement Activities: All activities related to an asset retirement obligation including (but not limited to):

- a) Decommissioning or dismantling a tangible capital asset that was acquired, constructed or developed;
- b) Remediation of contamination of a tangible capital asset created by its normal use;
- c) Post-retirement activities such as monitoring; and
- d) Constructing other tangible capital assets to perform post-retirement activities.

Asset retirement cost: The estimated cost required to retire a tangible capital asset, i.e. to meet the asset retirement obligations.

Asset Retirement Obligation: A legal obligation associated with the retirement of a tangible capital asset.

Controlled asset: An asset that is owned or controlled, directly or indirectly.

Legal Obligation: A clear duty or responsibility to another party that justifies recognition of a liability.

A legal obligation can result from:

- Agreements or contracts;
- Legislation, including legislation of another government; and, or
- A promise conveyed to a third party that imposes a reasonable expectation of performance upon the promisor.

Productive Use: Tangible capital assets held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance, or repair of other tangible capital assets.

Professional Judgment: A reasonable estimate of the liability would require professional judgment based on the available information at year-end and could be supplemented by experience, third party quotes and, in some cases, reports of independent experts.

Recovery: An Asset Retirement Obligation recovery can occur when Wellington North is able to recover asset retirement costs from a third party.

Retirement of a Tangible Capital Asset: The permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment, or disposal in some other manner but does not include temporary idling of the asset.

Tangible Capital Assets: Non-financial assets having physical substance that:

- a) Are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance, or repair of other Municipal tangible capital assets;
- b) Have useful economic lives extending beyond one accounting period;
- c) Are to be used on a continuing basis in municipality's operations; and
- d) Are not for sale in the ordinary course of operations.

Threshold Amount: The minimum estimated cost of an individual asset retirement obligation to be recognized as a liability. The threshold is applicable to each type of asset retirement obligation (i.e., asbestos, lead, etc.) and not to the aggregate of each type of asset retirement obligation associated with an individual asset.

Unrecorded Assets: Tangible capital assets with no recorded value or nominal value. Assets with no recorded value may arise from not meeting capitalization thresholds at the time of acquisition, construction, or development. Assets recorded at nominal value could be the result of no reasonable estimate of value at time of capitalization. In addition, assets used under an operating lease agreement, would be considered unrecorded assets. These assets should be assessed for asset retirement obligations.

Policy Statement

Existing laws and regulations require public sector entities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as the abatement of asbestos, decommissioning wells and the remediation of gravel pits. Other obligations to retire tangible capital assets may arise from contracts, court judgments, or lease arrangements.

The legal obligation, including obligations created by promises made without formal consideration, associated with retirement of tangible capital assets controlled by Wellington North, will be recognized as liability in accordance with the Public Sector Accounting Board (PSAB) Handbook, section 3280.

Wellington North will be adopting PS3280 starting January 1, 2023

Asset retirement obligations result from acquisition, construction, development, or normal use of the asset. These obligations are predictable, likely to occur and unavoidable. Asset retirement obligations are separate and distinct from contaminated site liabilities. The liability for contaminated sites is normally resulting from unexpected contamination exceeding the environmental standards. Asset retirement obligations are not necessarily associated with contamination.

Procedural Information

Recognition

A liability should be recognized when all the following criteria are met as at the financial reporting date:

1. There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
2. The past transaction or event giving rise to the liability has occurred;
3. It is expected that future economic benefits will be given up; and
4. A reasonable estimate of the amount can be made.

The estimate of the liability will be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.

The estimate of a liability will include costs directly attributable to asset retirement activities. Costs will include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.

Directly attributable costs will include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.

Upon initial recognition of a liability for an asset retirement obligation, Wellington North will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. In the case of a fully amortized asset an extension to the estimated useful life is required. Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, Wellington North will establish a liability with a corresponding adjustment to accretion expense in the year of adoption. Where the obligation relates to an asset not recorded by Wellington North, the asset retirement costs are established as a liability with an offset to accretion expense in the year of adoption.

The recognition thresholds identified in Appendix B are applicable to the different asset categories and will be applied to the asset retirement obligations to be recognized within each of those asset categories.

Subsequent Measurement

The asset retirement costs will be allocated to accretion expense in a rational and systematic manner over the useful life of the tangible capital asset or a component of the asset.

On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

Recoveries

A recovery related to an asset retirement obligation should be recognized when all three of the following criteria are met:

1. The recovery can be appropriately measured;
2. A reasonable estimate of the amount can be made; and
3. It is expected that future economic benefits will be obtained.

A recovery should not be netted against the liability. A contingent recovery should be disclosed in accordance with PS3320 Contingent Assets.

Presentation and Disclosure

The liability for asset retirement obligations will be disclosed in the financial statements.

Legislative and Administrative Authorities

Public Sector Accounting Board, Public Sector Handbook and Section PS 3280 Asset Retirement Obligations.

Roles and Responsibilities

Council Responsibilities

Approving this policy and reviewing and monitoring its implementation and reporting in the annual audited financial statements.

Finance Responsibilities

The development of, and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board Section 3280. This includes responsibility for:

- Maintaining an inventory of all asset retirement obligations and determining their proper accounting treatment under the terms of this policy;
- Consulting with other departments and experts to determine the existence and estimated cost of asset retirement obligations;
- Reporting asset retirement obligations in the financial statements and other statutory financial documents;
- Managing processes related to Tangible Capital Assets including maintaining complete current and accurate information and records;
- Periodically reviewing legislation and agreements, and updating the ARO process as required, and
- Monitoring the application and compliance of this policy.

Public Works, Planning and Building

- Providing cost-effective projections of asset retirement obligations, by consulting with engineers, technicians, and other personnel familiar with the assets and conditional assessments; and
- Collecting the relevant information required to minimize service costs and providing the information to the Finance Department for processing.

All Department Responsibilities

- Communicating with Finance Department on retirement obligations, and any changes in asset condition or retirement timelines;
- Assisting in the identification and preparation of cost estimates for retirement obligations; and
- Inform Finance of any legal or contractual obligations at inception of any such obligation.

Transitional Approach

Wellington North has opted to transition to PS 3280 using the following method:

Prospective Approach

Under the prospective approach, Wellington North will apply PS 3280 as of the year of adoption without considering previous years. Any asset retirement obligation that already exists will be adjusted for any changes resulting from adoption of PS 3280. The Prospective Approach involves recognition of an asset and liability equal to the present value of the expected outflows, amortization of the asset over its remaining useful life, and accretion of the liability over the life of the asset. Where the present value calculation is used, current rates and assumptions are appropriate. For any asset that is no longer in productive use, Wellington North will record an expense in the year of adoption. The prospective approach does not require any adjustment to the opening deficit / surplus.

Discount and Inflation Rates

PS 3280 notes that a present value calculation is often the best available technique with which to estimate an asset retirement liability when the cash flows required to settle or otherwise extinguish the liability are expected to occur over extended future periods. However, there is no requirement for a public sector entity to use a present value technique, or to apply discounting consistently across all assets.

In situations where there is significant uncertainty about the timing of the cash flows Wellington North may opt to not inflate and discount back the cash flows. Professional judgment will be required in assessing the appropriateness of inflation and discounting.

Wellington North has opted to use the following discount and inflation rate at transition. Please note that rates and the methodology for selecting rates can change over time.

Discount Rate: 4.25% which is equal to the Bank of Canada's overnight rate in January 2023. Other acceptable discount rates could include an effective borrowing rate if the obligation will be funded through debt, an investment rate if the obligation will be funded through internal resources or Government of Canada Bond Yields (Zero-Coupon or Marketable).

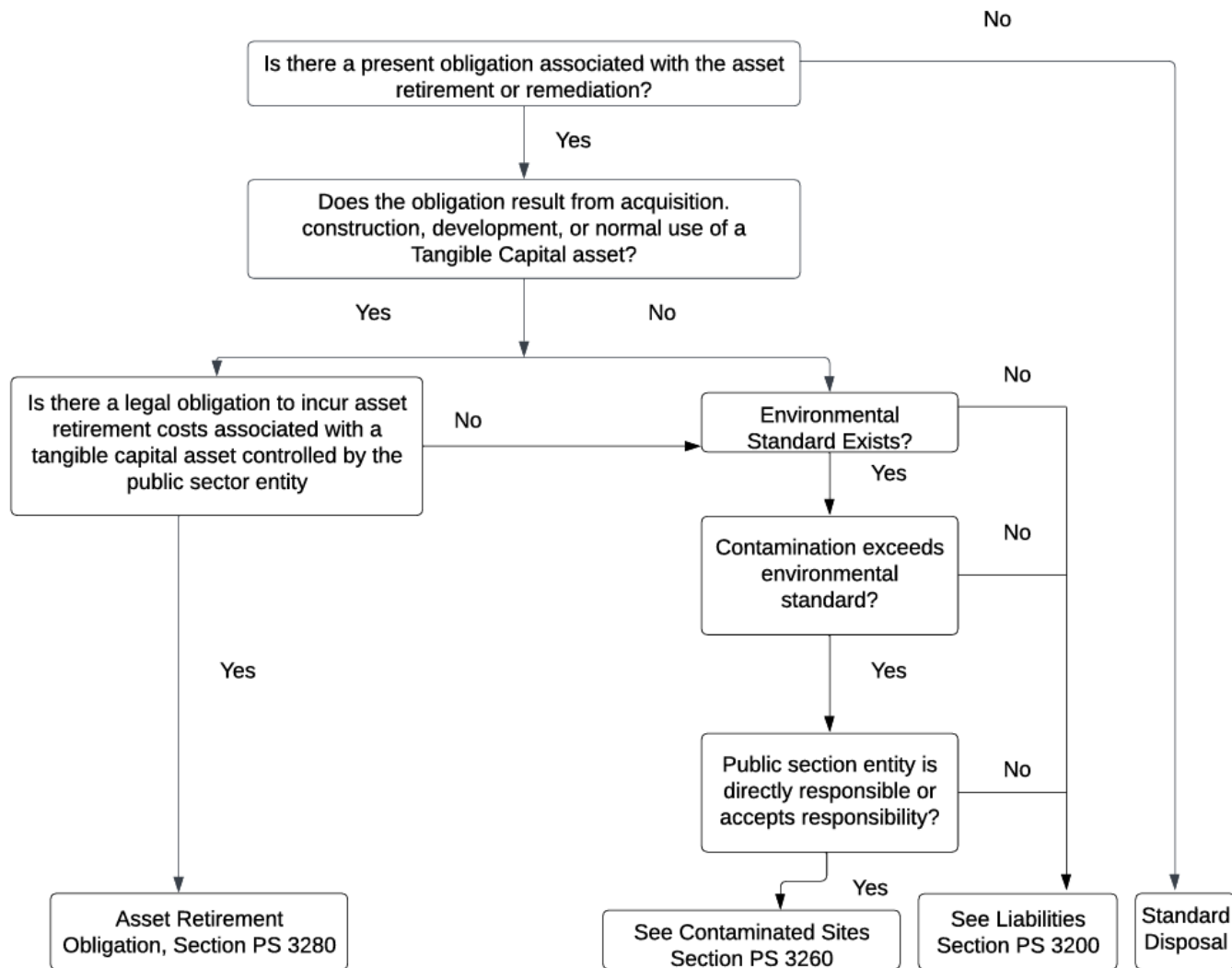
Inflation Rate: 4.28% which is equal to this historical average of the Non-Residential Construction Price Index for the Toronto Region.

Other acceptable inflation rates could include the Consumer Price Index if it is found that the retirement work that is required is more closely related to a basket of standard goods rather than construction type work.

Associated Policies

- Capital Asset Policy

Appendix A: Decision Tree – Scope of Applicability



Appendix B: Recognition Thresholds

Asset Class	Threshold
Land	All Land
Land Improvements	\$15,000
Buildings	\$20,000
Machinery and Equipment	\$5,000
Vehicles	\$15,000
Roads	\$25,000
Bridges	\$30,000
Water and Sewer Systems	\$25,000
Pooled Assets	\$20,000



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-04-08
 MEETING TYPE: Open
 SUBMITTED BY: Chris Harrow, Fire Chief/Director Fire Services
 REPORT #: FIRE 2024-001
 REPORT TITLE: 2024 Fire Services Work Plan and Committee Appointee

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2024-001 for information and adopt the 2024 workplan as outlined;

1. Community Risk Assessment Completion and Submission
2. Master Fire Plan Data Collection and Framework
3. Mount Forest Fire Station Review
4. Recruitment and Retention

AND THAT the Council of the Corporation of the Township of Wellington North appoint Mayor Lennox to be the Wellington North Council representative on the Fire Service Partnership Committee.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

CAO 2024-004 Fire Services Partnership

BACKGROUND

The previous report brought to Council outlining the partnership agreement and authorizing the signing of the agreement directed the Fire Service Management Team to bring back a report outlining the workplan for 2024 for Wellington North Fire Services.

Staff now has the following information to share with Council.

ANALYSIS

The proposed 2024 work plan for the Wellington North Fire Services includes:

1. Community Risk Assessment Completion and Submission

The first item to be accomplished is the completion of the Community Risk Assessment for Wellington North. Formalizing the new partnership and firming up the direction for the team allows WN Fire Services to complete this document and submit it the Office of the Fire

Marshal before the July 1, 2024 deadline. This document will outline the risks that are faced by the Fire Service in Wellington North and will be backed up by data provided throughout the document. Many different areas will be looked at for data including demographics, socio-economic factors, call volume, geographic concerns as well as many others.

2. Master Fire Plan Data Collection and Framework

Completing the Community Risk Assessment will allow the team to complete the Master Fire Plan. The Master Fire Plan will address the gaps in service using the Community Risk Assessment and identify how the WN Fire Service can work towards mitigating the risks outlined in the document. It will also look at operations and all facets of the service and come up with a strategic operational plan for advancing WN Fire Service while aligning with the new Strategic Plan adopted by the Township. It is expected to take most of 2024 to collect the data and outline the strategies involved in the Master Fire Plan, with a draft anticipated for Council's review in early 2025.

3. Mount Forest Fires Station Review

The third item of the workplan is to continue working towards planning for a new Mount Forest Fire Station. Drawings will be drafted along with consultation with WN firefighters to ensure the new building will meet the needs of the WN Fire Services into the future. Township staff is assisting in trying to determine the best location for the new building and will eventually bring a report to Council with the recommendations.

4. Recruitment and Retention

The final item on the workplan will be the continuation of the WN Fire Services recruitment and retention program. This is an ongoing item that will be needed yearly. It takes a large amount of staff time each year to advertise, hire and onboard new recruits, but is a necessity in order to keep our roster full. The team is always looking for new ways to recruit and for new pockets of residents to approach about joining our service.

Fire Services Partnership Committee

This report also addresses the need to appoint a Council representative on the Fire Services Partnership Committee that will oversee the partnership agreement with Minto and Mapleton, including the governance of the shared Fire Service Management Team. At this time, it is recommended that the Mayor be appointed to the Committee in order to ensure continuity of leadership related to the transition and growth of the partnership. The Township CAO will also represent Wellington North as part of this Committee.

CONSULTATION

This report was completed in consultation with the CAO and the rest of the Fire Service Directors.

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

ATTACHMENTS

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: The partnership and accompanying work plan will work towards offering an efficient fire service for Wellington North.
- 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: 2024-04-22
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Stevenson, Senior Project Manager
 REPORT #: INF 2024-008
 REPORT TITLE: 2024 Sewage Allocation

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2024-008 2024 Sewage Allocation;

AND THAT Council review and adopt the 2024 Reserve Capacity Calculations for Arthur and Mount Forest as prepared by Triton Engineering Services Limited dated April 8, 2024;

AND FURTHER THAT Council direct staff to work towards entering a sewage allocation agreement with the following developers in Wellington North:

- Marlanna Homes – Newfoundland Subdivision – 18 Units;
- John Welton Custom Homebuilding Ltd. – Sunvale Homes Subdivision (NW Corner of Cork and Martin Streets) – 41 Units; and
- Wilson Developments Inc. – 440 Wellington Street East – 28 Units.

AND FURTHER THAT Council award the necessary units to allow the Building Department to have twenty (20) units of sewage allocation for each urban centre, Arthur and Mount Forest, for distribution during 2024 for infill lots;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign any by-laws to enter into the any necessary agreements;

AND FURTHER THAT Council direct staff to submit a copy of this resolution, copies of the reports prepared by Triton Engineering Services Limited, and the resolution from this report to the Ministry of the Environment, Conservation & Parks.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Report OPS 2021-013 being a report on the 2021 sewage allocations

Report OPS 2022-011 being a report on the 2022 sanitary allocations

Report OPS 2023-012 being a report on growth within the community of Arthur

Report OPS 2023-015 being a report on the 2023 sewage allocations

Report OPS 2023-033 being a report on the Arthur WWTP Expansion Phase 2

BACKGROUND

The Township's current Sewage Allocation Policy, dated April 12, 2021, allows Council to have a wholesome review of all active development within the Township. The Sewage Allocation Policy provides 15% of the uncommitted sewage reserve is available annually for allocation.

At the October 10, 2023, Council meeting the Council of the Township of Wellington North passed a resolution 2023-365, which in part, "direct[ed] to suspend the Village of Arthur from the Sewage Allocation Policy and no further sewage allocations be granted in Arthur to developments as per policy at this time until the Phase 2 expansion has been tendered and awarded."

As a result, this report focuses solely on allocations within Mount Forest.

ANALYSIS

Triton Engineering Services Limited (TESL) evaluated both Mount Forest and Arthur Wastewater Treatment Plants based on the three (3) year average maximum day flow. The 2024 Reserve Capacity Calculation letters, dated April 8, 2024, as shown in Attachments 1 and 2, identify uncommitted reserve capacity in Arthur at 390 new development equivalent residential units (ERUs) and Mount Forest at 804 new development equivalent residential units (ERUs).

Council can allocate a total of 121 units of sewage allocation in Mount Forest, in 2024, by Sewage Allocation Policy.

Township's current revision of the Sewage Allocation Policy can be reviewed at [sewage-allocation-policy-2021.pdf \(wellington-north.com\)](https://www.wellington-north.com/sewage-allocation-policy-2021.pdf).

Township staff have evaluated each application based on the criteria (or characteristics) within the policy and detailed them on the chart which follows:

MOUNT FOREST WASTEWATER TREATMENT PLANT	
2024 Uncommitted Reserve Capacity	804 Units
15% of Uncommitted Reserve	121 Units

Developer / Owner	Status of Application	# of Units	Score per Policy (Max score 49)
Marlanna Homes Newfoundland Street Subdivision	Site Servicing Complete	18	47
John Welton Custom Homebuilding Ltd. Sunvale Homes Subdivision (NW Corner of Cork and Martin Streets)	<ul style="list-style-type: none"> • Draft Plan of Subdivision • 3rd submission of detail design review 	41 (100 Allocations Committed in 2023)	32
TOTAL		59	

Developer / Owner	Status of Application	# of Units	Score per Policy
Mamta Developments Inc. NE Corner of Cork and Martin Streets	4 th Submission of Draft Plan of Subdivision	34	N/A
Wilson Developments Inc. 440 Wellington Street East	2 nd submission of detail design review Zoning in place	28	N/A
Wilson Developments Inc. 447 Wellington Street East	Pre- consultation meeting Zoning amendment has not been applied for	76	N/A
TOTAL		138	

* - Applicants within Tables 2 do not meet clause two within the procedure of the Township's "Sewage Allocation Policy" dated April 12, 2021. Any decision by Council to award sewage allocation to these projects will require that Council waive procedure clause two and, depending on the project, recommendation may have commitment of sewage allocation conditional. Applications that did not meet Clause 2 were not scored by Township staff and marked with Not Applicable (N/A).

For ease of reference Procedure Clause 2 of the Township's "Sewage Allocation Policy reads:

Requests for sewage allocation units will only be considered by Council once the development has achieved draft plan approval or site plan agreement or subdivision agreement or development agreement or similar approvals.

Staff are actively reviewing design submissions from the developer at 440 Wellington Street East with the anticipation that a Site Plan Control Agreement will be in place shortly. The Developer at 440 Wellington Street East has communicated that servicing of the lands could commence this spring once final approvals are in place. Therefore, staff recommend that Council considers granting the requested sewage allocation to 440 Wellington Street East. If Council grants the requested sewage allocation for 440 Wellington Street East, total allocations in Mount Forest would increase to 87 units.

CONSULTATION

Consultation with Township consulting engineer, Triton Engineering Services Limited and Township staff: CAO, CBO, and Manager of Environmental Services.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

Attachment 1 - TESL Letter dated April 8, 2024, titled "Township of Wellington North Community of Arthur 2024 Reserve Capacity Calculations."

Attachment 2 – TESL Letter dated April 8, 2024, titled "Township of Wellington North Community of Mount Forest 2024 Reserve Capacity Calculations."

Attachment 3 – 2024 Township staff scoring of "Application for Sewage Allocation."

Attachment 4 – Draft Sewage Allocation Agreement

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How: Protecting our Municipal Infrastructure to ensure that growth is sustainable and optimize the efficient use of existing infrastructure and by implementing strategies identified in the Community Growth Plan.
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: By implementing strategies identified in the Community Growth Plan.
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer



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Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • HARRISTON

April 8, 2024

Township of Wellington North
Box 125, 7490 Sideroad 7 West
Kenilworth, Ontario N0G 2E0

Attention: Tammy Stevenson, C.E.T.
Senior Project Manager

RE: Township of Wellington North
Community of Arthur
2024 Reserve Capacity Calculation
Our File: A5510 R05 & R46

Dear Madam:

The attached tables outline the 2024 reserve capacity calculations for the water supply and sewage treatment systems in Arthur. The reserve capacities have been calculated in accordance with Ministry of the Environment, Conservation and Parks (MECP) guidelines. **136** building permits were issued and assumed occupied within the municipal systems in Arthur in 2023. These permits were assumed to equate to 1 equivalent residential unit (ERU) each.

Water System:

The three (3) year average maximum day demand (MDD) of the water system decreased from 1,557m³/day to **1,545m³/day** over the past year. The 2024 uncommitted reserve capacity of the water system has increased from 547 to **739** new development ERUs based on the systems firm capacity of **2,255m³/day**.

The Arthur water system is a single pressure zone watermain distribution network that includes two elevated towers and three supply wells. MECP Guidelines indicate that the water supply system is to be capable of satisfying the MDD, and that where the supply available is greater than MDD, the storage requirement can be reduced accordingly. The current storage volume requirement is **1,113m³** which is below the system storage volume currently available of 1,137m³. Note: This current volume does not include the multileg tower volume (227 m³) as inspections have indicated that the structure is nearing the end of its service life and further maintenance and/or modifications to extend this are not advisable.

The storage volume required to support the committed developments noted in Table 3 indicates that the existing available storage is expected to be sufficient to service the committed developments. This is based on the multileg tower remaining in service, without it there would be a slight deficiency.

Refer to Table 1.0 and Table 1.1 for additional information.

Wastewater Treatment Plant:

The Arthur WWTP has a treatment capacity of 1,860m³/day. The three-year annual average day flow increased from 1,263m³/day to **1,301m³/day**. The average day flow in 2023 alone rose significantly to 1,426m³/day, which represents **77%** of the plant capacity and is a notable increase when compared to the average day flow in 2022 of 1,243 m³/day.

The calculations provided in Table 2 (attached) indicate the uncommitted reserve capacity has increased from 368 to **390** new development ERUs, which is due to the number of units that were previously committed becoming occupied.

Based on Golden Valley Farm's most recent monitoring report dated December 2023, the number of remaining committed units for this industry is thirty-three (**33**) ERUs as reflected in Table 3.

Additionally, in conjunction with the reserve capacity calculations, we have completed a high-level assessment of the extraneous flows within the Arthur sewage collection system. This assessment compares the precipitation, temperature, average day demand of water and the average day flow measured at the WWTP on a monthly basis. The results indicate that the extraneous flows over and above the expected amount within a typical system is, on average, **252m³/day**, which equates to an estimated **267 ERUs**. This amount is greater than last year. The relationship between the wastewater flows, precipitation and temperature is indicative of a system that is subject to groundwater infiltration and sump pump connections to the sanitary system, but not necessarily direct inflow (i.e., roof leaders, catchbasins), given the high wastewater flows noted during the spring melt with little correlation noted to high precipitation events during lower groundwater periods (i.e., June through September).

Summary:

It is important to note that Cachet, Forest View Estates, Seawaves Homes and Phase 4 of the Eastridge Landing Subdivision are included as committed development in these calculations as per Table 3, therefore will not reduce the water supply and wastewater treatment ERUs available for uncommitted developments.

Following Council's review and adoption of the attached report, we would recommend that a copy be forwarded to the MECP District Office in Guelph and the Wellington County Planning Department.

We trust you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Respectfully,
Triton Engineering Services Limited



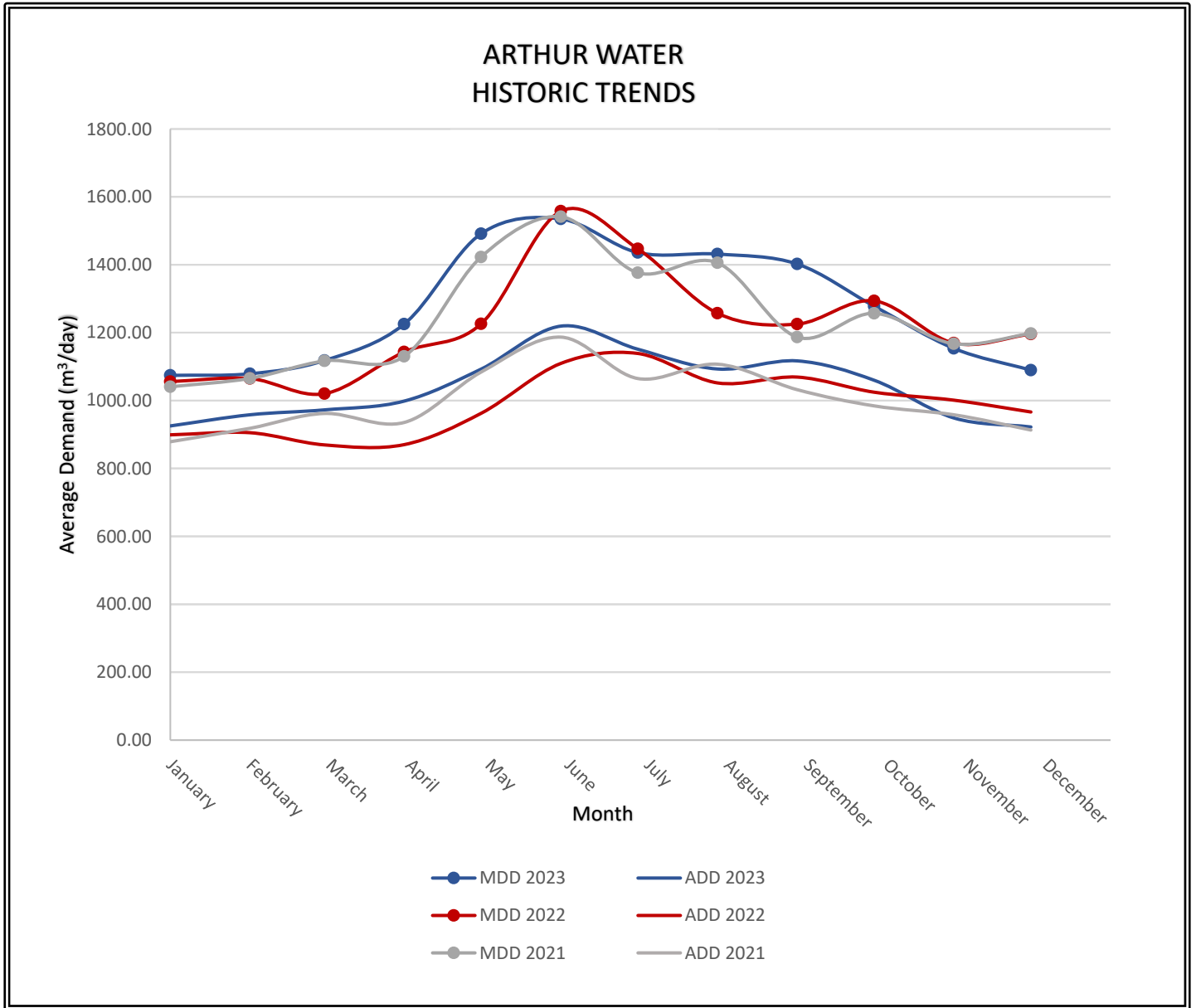
Dustin Lyttle, P. Eng.

Encl.

cc: Darren Jones, Chief Building Official, Township of Wellington North
Brooke Lambert, Chief Administrative Officer, Township of Wellington North
Corey Schmidt, Water & Sewer Supervisor, Township of Wellington North

TABLE 1.0
TOWNSHIP OF WELLINGTON NORTH
ARTHUR
WATER SUPPLY 2024 RESERVE CAPACITY

DESCRIPTION	2023
1 Firm Capacity ¹	2,255
2 Three-Year Max Day Demand (m ³ /d) ²	1,545
3 Three-Year Average Day Demand (m ³ /d) ³	1,010
4 Reserve Capacity (m ³ /d) (1) - (2)	710
5 Three-Year Max/Average Day Peak Factor (2) ÷ (3)	1.53
6 Three-Year Average Day Residential Demand (m ³ /d) ⁴	586
7 Peaked Max Day Residential Flow (m ³ /d) (5) x (6)	896
8 Occupied Serviced Households ⁵	1,229
9 Persons Per Existing Residential Unit (2021 Census Data)	2.60
10 Population Served (8) x (9)	3,195
11 Maximum Residential Day Demand Per Capita (m ³ /d) (7) ÷ (10)	0.280
12 Additional Population that can be Served (4) ÷ (11)	2,533
13 Person Per New Equivalent Residential Unit (ERU) (2018 Growth Management Plan)	2.69
14 Additional Equivalent Residential Units that can be served. (12) ÷ (13)	942
15 Committed Equivalent Residential Units (Table 3)	203
16 Uncommitted Reserve Capacity Equivalent Residential Units (14) - (15)	739
¹ Based on production for Well 8A/8B only (2,255m ³ /day each), assumes Well 7A (1,961m ³ /d) is off-line.	
² Max day demand is the average of the maximum day demand of 2021, 2022 and 2023 adjusted (1,542m ³ /d , 1,558m ³ /d and 1,535m ³ /d respectively).	
³ Average day demand is the average daily demand from 2021, 2022 and 2023 (1,002m ³ /d, 989m ³ /d and 1,038m ³ /d respectively)	
⁴ Average residential demand is the average daily demand with the ICI users discounted from 2021, 2022 and 2023 (589m ³ /day , 580m ³ /day and 588m ³ /day respectively)	
⁵ 1093 (2022) + 136 additional ERUs occupied in 2023.	
Note: The values presented have been rounded.	



**TABLE 1.1
TOWNSHIP OF WELLINGTON NORTH
ARTHUR
WATER SYSTEM 2024 STORAGE ASSESSMENT**

DESCRIPTION	2023
1 Existing System Storage (m ³) ¹	1,137
2 Three-Year Max Day Demand (m ³ /d) (Table 1)	1,545
3 Storage Required (m ³) (as per MECP Guidelines)	1,113
4 Existing Surplus Storage Available (m³) (1) - (3)	24
5 Committed Equivalent Residential Units (Table 3)	203
6 Storage Required to Service Committed Developments (m ³)	1,196
7 Additional Storage Available (m³) (1) - (6)	-59
¹ Existing multi-leg tower is nearing the end of its expected service life. Therefore, its volume (227m ³) has not been included in available storage assessment.	
Note: The values presented have been rounded.	

TABLE 2.0
TOWNSHIP OF WELLINGTON NORTH
ARTHUR
WASTEWATER 2024 RESERVE CAPACITY

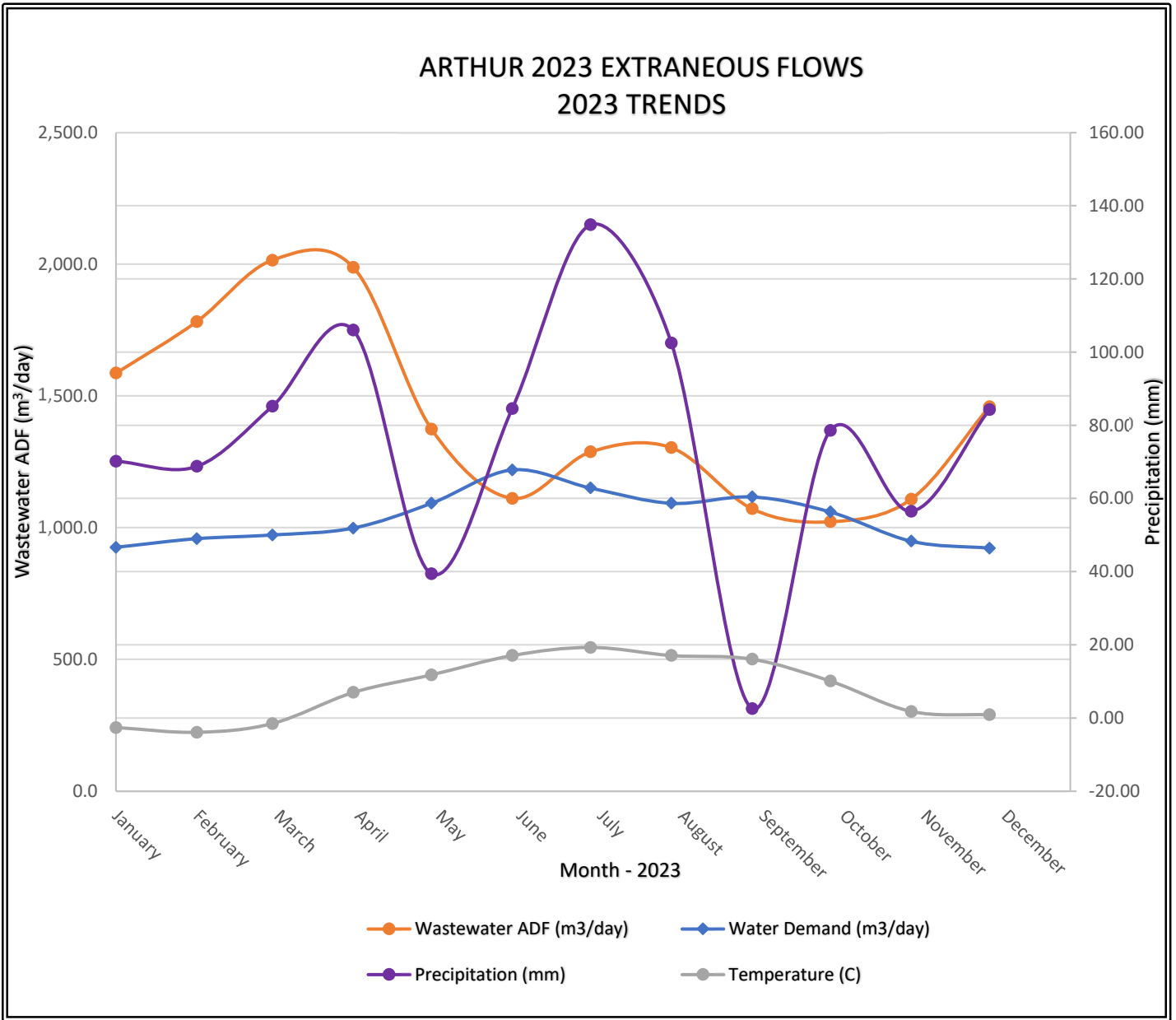
DESCRIPTION	2023
1 Design Capacity of Sewage Treatment Facility (m ³ /d)	1,860
2 Average Day Flow ¹ (m ³ /d) (Average of 2021, 2022 and 2023 Average Day Flows)	1,301
3 Reserve Capacity (m ³ /d) (1) - (2)	559
4 Expected New Development Per Capita Flow ² (m ³ /d)	0.350
5 Additional Population that can be Served (3) ÷ (4)	1,596
6 Person Per Equivalent Residential Unit (2018 Growth Management Plan)	2.69
7 Estimated New Equivalent Residential Unit Flow Rate (4) x (6)	0.942
8 Additional New Equivalent Residential Units that can be Served (5) ÷ (6)	593
9 Committed Development Residential Units (Table 3)	203
10 Uncommitted Reserve Capacity New Development Equivalent Residential Units (8) - (9)	390
¹ Average of 2021, 2022 and 2023 (1,234m ³ /day, 1,244 m ³ /day and 1,426 m ³ /day respectively).	
² Adjusted per person flow rate based on MOE recommended values and supported by current water usage rates.	
Note: The values presented have been rounded.	

TABLE 3.0
TOWNSHIP OF WELLINGTON NORTH
ARTHUR
SUMMARY OF COMMITTED DEVELOPMENTS 2023

COMMITTED DEVELOPMENTS	TOTAL UNITS	UNITS ALLOCATED IN 2023	REMAINING UNITS END OF 2023
Eastridge Landing (Phase 3 & 4)	103	33	23
Forest View Estates (Domville St.)	50	0	50
Seawaves Homes (Gordon St.)	37	0	37
D. Martin Development (Conestoga Street)	1	0	1
Cachet Development (Preston Street)	197	98	4
VED Homes	35	0	35
INFILL LOTS ¹	20	5	20
SUB-TOTAL		136	170
GOLDEN VALLEY ²	3		33
TOTAL COMMITTED UNITS			203
¹ 20 infill lots to be allocated each year.			
² Golden Valley Farms Maximum Annual Average Day Flow was determined to be 150m ³ /day. This is 31m ³ /day below the allowable flow rate of 181m ³ /day, which equates to 33 ERUs.			

TABLE 4.0
TOWNSHIP OF WELLINGTON NORTH
ARTHUR
EXTRANEOUS FLOWS 2023

MONTH	PRECIPITATION¹ (mm)	AMBIENT TEMP. (C°)	WASTEWATER ADF (m³/day)	WATER ADD (m³/day)	EXTRANEOUS FLOW (m³/day)
January-2023	70.20	-2.60	1,586.9	925.5	661.5
February-2023	68.80	-3.90	1,782.4	958.4	823.9
March-2023	85.20	-1.50	2,015.8	972.7	1,043.1
April-2023	106.00	7.00	1,988.4	998.5	990.0
May-2023	39.40	11.80	1,374.7	1,092.9	281.8
June-2023	84.60	17.10	1,111.9	1,219.6	0.0
July-2023	134.80	19.30	1,287.9	1,151.3	136.7
August-2023	102.50	17.10	1,304.0	1,093.0	211.0
September-2023	2.60	16.10	1,072.2	1,116.9	0.0
October-2023	78.60	10.10	1,023.2	1,060.1	0.0
November-2023	56.50	1.80	1,108.8	949.1	159.8
December-2023	84.30	0.90	1,459.5	922.5	537.0
AVERAGE	935.5 (TOTAL)	7.77	1,426	1,038	403.7
REASONABLE EXTRANEOUS FLOW BASED ON POPULATION(m³/day)²					152.0
EXTRANEOUS FLOW OVER AND ABOVE REASONABLE AMOUNT(m³/day)					251.8
EQUIVALENT RESIDENTIAL UNITS USED BY EXTRANEOUS FLOWS (ERU)³					267.4
¹ Environment Canada - Daily Data Report Mount Forest.					
² Expected infiltration based 60Litres per person per day allowable infiltration (modified historic MOE Standard).					
³ Based on Future Development Unit Sanitary Flow Rate.					





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ORANGEVILLE • FERGUS • HARRISTON

April 8, 2024

Township of Wellington North
Box 125, 7490 Sideroad 7 West
Kenilworth, Ontario N0G 2E0

Attention: Tammy Stevenson, C.E.T.
Senior Project Manager

RE: Township of Wellington North
Community of Mount Forest
2024 Reserve Capacity Calculation
Our File: A5510 R03 & R47

Dear Madam:

The attached tables outline the 2024 reserve capacity calculations for the water supply and sewage treatment systems in Mount Forest. The reserve capacities have been calculated in accordance with Ministry of the Environment, Conservation and Parks (MECP) guidelines. **92** building permits were issued and assumed occupied within the municipal systems in Mount Forest in 2023. These permits were assumed to equate to one (1) equivalent residential unit (ERU) each.

Water System:

The three (3) year average maximum day demand (MDD) of the water system decreased from 2,477m³/day to **2,409m³/day** over the past year. Flows from May 17th to August 14th were omitted due to the standpipe being offline for maintenance and the supply pumps running to waste to maintain system pressure. The 2024 uncommitted reserve capacity of the water system has increased from 3,661 to **3,797** new development (ERUs) based on the systems operational firm capacity of **5,976m³/day**.

The Mount Forest water system is a single pressure zone watermain distribution network that includes one (1) elevated standpipe and four supply wells. MECP Guidelines indicate that the water supply system is to be capable of satisfying the MDD, and that where the supply available is greater than MDD, the storage requirement can be reduced accordingly. Given this, the current storage volume requirement is **2,766m³** which is above the system storage volume currently available of 2,000m³.

The storage volume required to support the committed developments noted in Table 3 indicates that the existing available storage is expected to be insufficient to service the committed developments. However, it should be noted that the Mount Forest water system has a significant surplus of supply which is available to augment this storage deficiency.

Refer to Table 1.0 and Table 1.1 for additional information.

Wastewater Treatment Plant:

The Mount Forest WWTP has a rated treatment capacity of 2,818m³/day. The three-year annual average day flow decreased from 1,907 m³/day to **1,901m³/day**. Calculations provided in Table 2 (attached) indicate the uncommitted reserve capacity has decreased from 880 to **804** equivalent residential units.

Table 2 summarizes the sewage treatment reserve capacity calculations for 2024.

Additionally, in conjunction with the reserve capacity calculations, we have completed a high-level assessment of the extraneous flows within the Mount Forest sewage collection system. This assessment compares the precipitation, temperature, average day demand of water and the average day flow measured at the WWTP on a monthly basis. The results indicate that the system is not subject to extraneous flows over and above a reasonable amount within a typical system. There does appear to be a relationship between the wastewater flows, precipitation and temperature however the resulting infiltration/inflow on an annual basis is not significant.

Summary:


It is important to note that the active developments as listed in Table 3 are included as committed development, therefore will not reduce the water supply and wastewater treatment ERUs available for uncommitted developments.

The need for additional municipal water storage is apparent based on the calculations. Although the storage deficit is becoming significant, the excess supply in the system provides a safe guard to supplement storage deficiencies. However, with growth the excess supply will diminish as storage requirements increase at the same time, therefore it is recommended that the process of establishing additional system storage commence as soon as possible. This process would start with a Municipal Class EA for the construction of a new water storage facility.

Following Council's review and adoption of the attached report, we would recommend that a copy be forwarded to the MECP District Office in Guelph and the Wellington County Planning Department.

We trust you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Respectfully,
Triton Engineering Services Limited



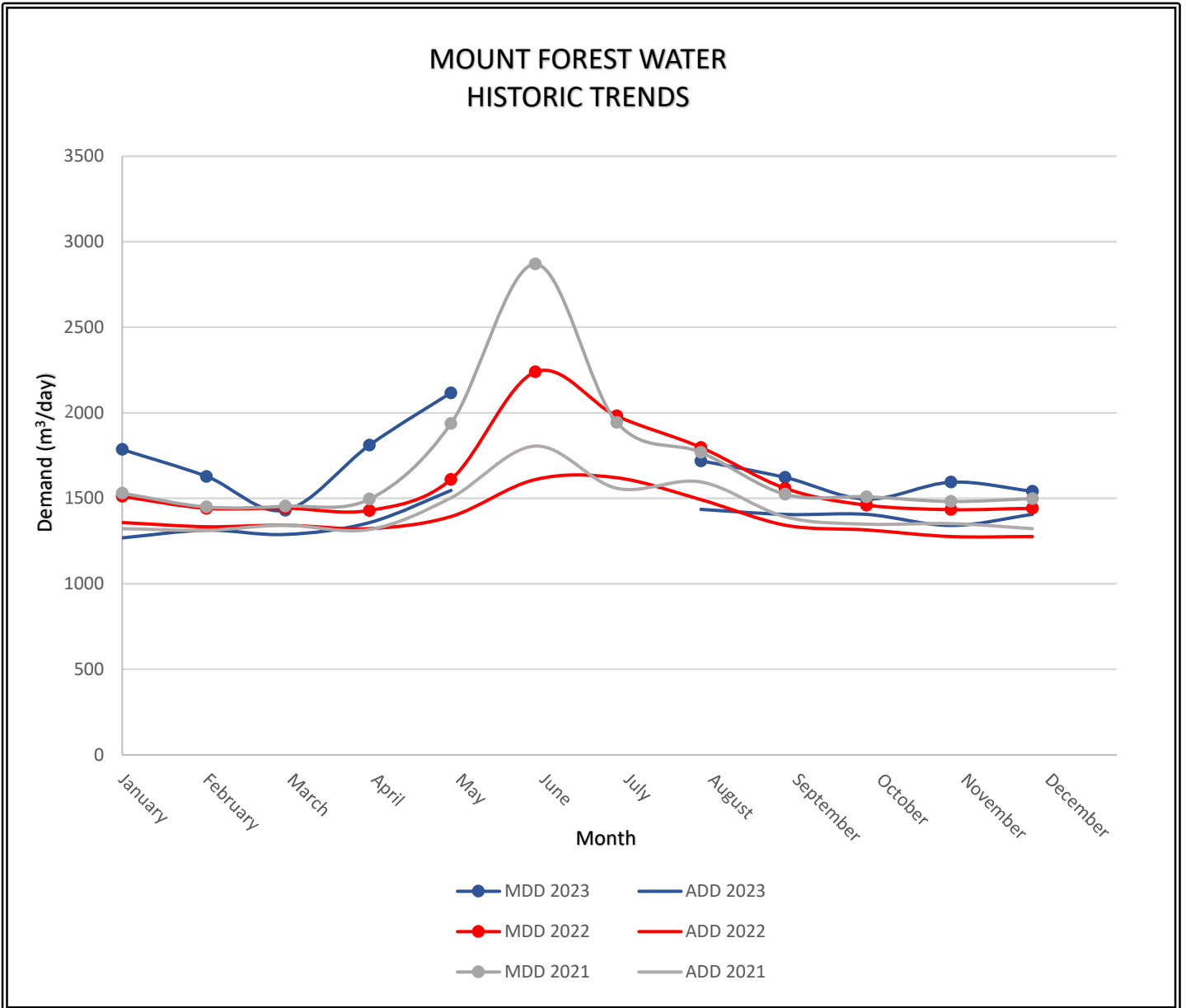
Dustin Lyttle, P. Eng.

Encl.

cc: Darren Jones, Chief Building Official, Township of Wellington North
Brooke Lambert, Chief Administrative Officer, Township of Wellington North
Corey Schmidt, Water & Sewer Supervisor, Township of Wellington North

TABLE 1.0
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST
WATER SUPPLY 2024 RESERVE CAPACITY

DESCRIPTION	2023 (Original)	2023 (Adjusted)
1 Firm Operational Capacity ¹	5,976	5,976
2 Three-Year Max Day Demand (m ³ /d) ²	2,793	2,409
3 Three-Year Average Day Demand (m ³ /d) ³	1,442	1,400
4 Reserve Capacity (m³/d) (1) - (2)	3,183	3,567
5 Three-Year Max/Average Day Peak Factor (2) ÷ (3)	1.94	1.72
6 Three-Year Average Day Residential Demand (m ³ /d) ⁴	1,130	1,130
7 Peaked Max Day Residential Flow (m ³ /d) (5) x (6)	2,188	1,944
8 Occupied Serviced Households ⁵	2,385	2,385
9 Persons Per Existing Residential Unit (2021 Census Data)	2.24	2.24
10 Population Served (8) x (9)	5,342	5,342
11 Maximum Residential Day Demand Per Capita (m ³ /d) (7) ÷ (10)	0.410	0.364
12 Additional Population that can be Served (4) ÷ (11)	7,772	9,802
13 Person Per New Equivalent Residential Unit (ERU) (2018 Growth Management Plan)	2.40	2.40
14 Additional Equivalent Residential Units that can be served. (12) ÷ (13)	3,238	4,084
15 Committed Equivalent Residential Units (Table 3)	287	287
16 Uncommitted Reserve Capacity Equivalent Residential Units (14) - (15)	2,951	3,797
¹ Operational Capacity is as per the 2020 Technical Study Update.		
² Max day demand is the average of the maximum day demand of 2021, 2022 and 2023 (2,870 m ³ /d, 2,240 m ³ /d & 2,116 m ³ /d* respectively). * May 17th through to and including August 14th 2023 omitted due to Stand Pipe		
³ Average day demand is the average daily demand of 2021, 2022 & 2023 (1,432 m ³ /d, 1,391 m ³ /d and 1,377 m ³ /d* respectively).		
⁴ Average residential demand is the average daily demand with the ICI users discounted from 2021, 2022 and 2023 (1,127 m ³ /d, 1,082 m ³ /d and 1,181 m ³ /d respectively)		
⁵ 2,293 (2022) + 92 ERUs connected in 2023.		
Note: The values presented have been rounded.		



**TABLE 1.1
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST
WATER SYSTEM 2024 STORAGE ASSESSMENT**

DESCRIPTION	2023
1 Existing System Storage (m ³) ¹	2,000
2 Three-Year Max Day Demand (m ³ /d) (Table 1)	2,409
3 Existing Storage Required (m ³) (as per MECP Guidelines)	2,766
4 Existing Surplus Storage Available (m³) (1) - (3)	-766
5 Committed Equivalent Residential Units (Table 3)	287
6 Storage Required to Service Committed Developments (m ³)	3,072
7 Additional Storage Available (m³) (1) - (6)	-1,072
¹ Existing System Storage provided by Stand Pipe constructed in 1985.	
Note: The values presented have been rounded.	

TABLE 2.0
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST
WASTEWATER 2024 RESERVE CAPACITY

DESCRIPTION	2023
1 Design Capacity of Sewage Treatment Facility (m ³ /d)	2,818
2 Average Day Flow ¹ (m ³ /d) (Average of 2021, 2022 and 2023 Average Day Flows)	1,901
3 Reserve Capacity (m ³ /d) (1) - (2)	917
4 Expected New Development Per Capita Flow ² (m ³ /d)	0.350
5 Additional Equivalent Population that can be Served (3) ÷ (4)	2,619
6 Person Per Equivalent Residential Unit (ERU) (2018 Growth Management Plan)	2.40
7 Estimated New Equivalent Residential Unit Flow Rate (4) x (6)	0.840
8 Additional New Equivalent Residential Units that can be Served (5) ÷ (6)	1,091
9 Committed Development Residential Units (Table 3)	287
10 Uncommitted Reserve Capacity New Development Equivalent Residential Units (8) - (9)	804
¹ Average day flow is the average daily flow from 2021, 2022 and 2023 (1,994 m ³ /d, 1,790m ³ /d and 1,920 m ³ /d respectively)	
² Adjusted per person flow rate based on MOE recommended values and supported by current water usage rates.	
Note: The values presented have been rounded.	

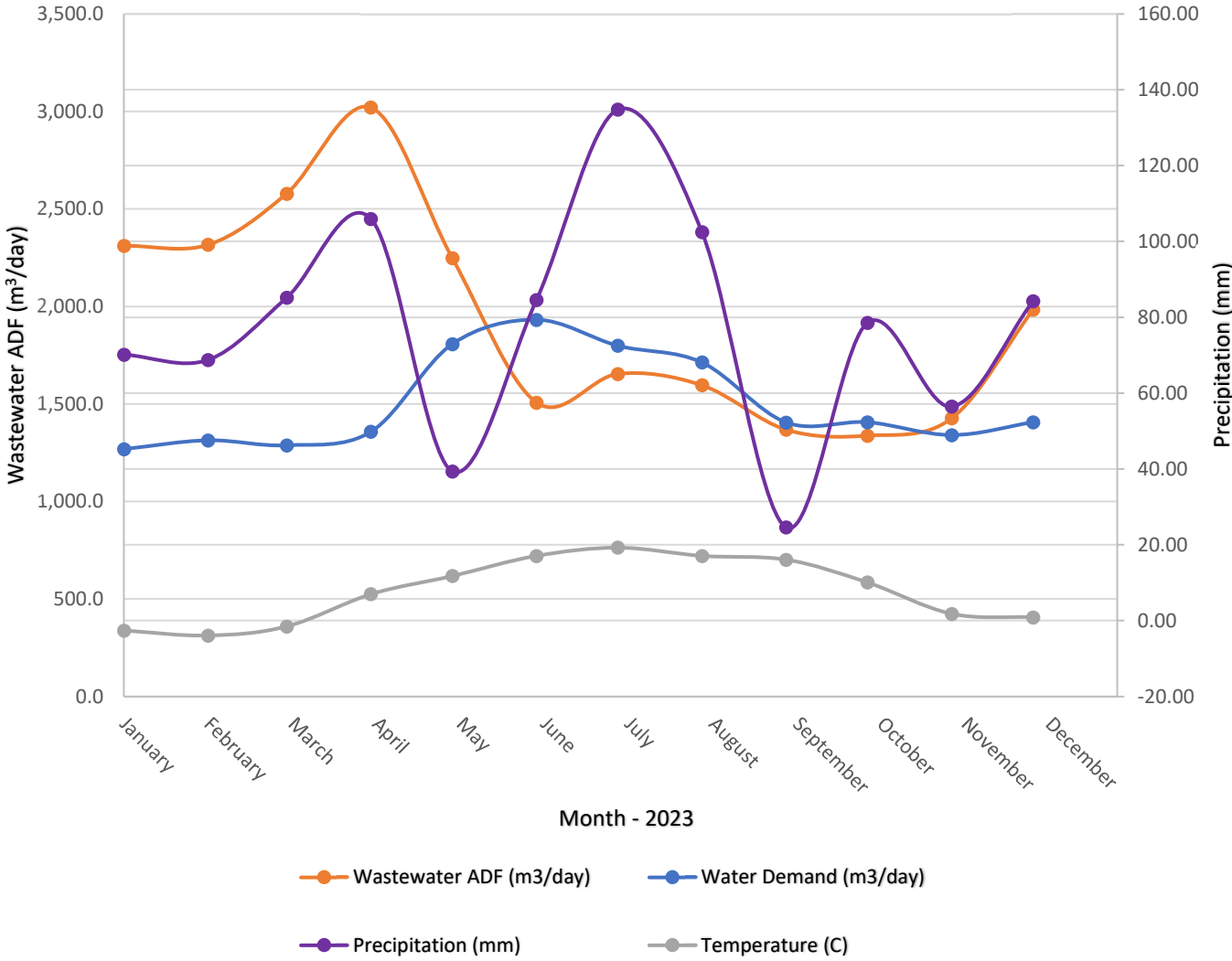
TABLE 3.0
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST
SUMMARY OF COMMITTED DEVELOPMENTS 2023

COMMITTED DEVELOPMENTS	TOTAL UNITS	UNITS ALLOCATED IN 2023	REMAINING UNITS END OF 2023
Albert Street Estates (Reeves)	1	1	0
Lucas Subdivision (Reeves)	19	3	1
Martin Street (Betty Dee Ltd.)	1	0	1
London Road Subdivision (Bye)	30	0	22
Marlanna Homes Subdivision (400 King Street East)	24	4	18
Jack's Way Subdivision & London Rd Apartment (Wilson)	60	27	0
Archcon Group Ltd (773 Princess St)	32	0	32
Deer Ridge Heights Subdivison	75	0	75
Prosporp (178 Main Street South)	14	14	0
John Welton Custom Home Building (Sunvale)	100	0	100
Farhan Mahood (425-427 King Street East)	18	0	18
INFILL LOTS ¹	20	43	20
SUB-TOTAL		92	287
TOTAL COMMITTED UNITS			287
¹ 20 infill lots to be allocated each year.			

TABLE 4.0
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST
EXTRANEOUS FLOWS 2023

MONTH	PRECIPITATION¹ (mm)	AMBIENT TEMP. (C°)	WASTEWATER ADF (m³/day)	WATER ADD (m³/day)	EXTRANEOUS FLOW (m³/day)
January-2023	70.20	-2.60	2,311.6	1,269.0	1,042.7
February-2023	68.80	-3.90	2,317.0	1,313.8	1,003.2
March-2023	85.20	-1.50	2,579.2	1,288.3	1,290.9
April-2023	106.00	7.00	3,020.8	1,358.2	1,662.6
May-2023	39.40	11.80	2,248.4	1,807.3	441.1
June-2023	84.60	17.10	1,507.3	1,932.4	0.0
July-2023	134.80	19.30	1,654.5	1,799.5	0.0
August-2023	102.50	17.10	1,597.0	1,713.6	0.0
September-2023	24.60	16.10	1,368.7	1,405.6	0.0
October-2023	78.60	10.10	1,337.9	1,406.7	0.0
November-2023	56.50	1.80	1,427.4	1,341.0	86.4
December-2023	84.30	0.90	1,984.6	1,406.7	578.0
AVERAGE	935.5 (TOTAL)	7.77	1,946	1,503	508.7
REASONABLE EXTRANEOUS FLOW BASED ON POPULATION(m³/day)²					588.1
EXTRANEOUS FLOW OVER AND ABOVE REASONABLE AMOUNT(m³/day)					-79.4
EQUIVALENT RESIDENTIAL UNITS USED BY EXTRANEOUS FLOWS (ERU)³					-94.5
¹ Environment Canada - Daily Data Report for Mount Forest					
² Expected infiltration based on 60Litres per person per day allowable infiltration (modified historic MOE Standard).					
³ Based on Future Development Unit Sanitary Flow Rate					

MOUNT FOREST 2023 EXTRANEOUS FLOWS 2023 TRENDS



SCHEDULE A

renewal.

APPLICATION FOR SEWAGE ALLOCATION

DATE	March 20 / 2024		
APPLICANT <i>renewal</i>	Shawn Aitken		
ADDRESS	933 1 Rd 1 North Harrisfer		
PHONE	519 323 8581	EMAIL ADDRESS	Shawn.aitken@Hotmail.ca

DEVELOPER	Marlanna Homes		
ADDRESS	Same as above		
HOME PHONE	Same	EMAIL ADDRESS	Same.

PROJECT NAME	Marlanna Homes		
ROLL #			
STREET	Newfoundland		
LEGAL DESCRIPTION			
# OF ALLOCATIONS	19		
PROJECT DESCRIPTION	Newfoundland st subdivision.		

Applications will only be processed by staff if the applicant can answer "YES" to the following statement.

Project has a draft plan of subdivision, site plan agreement, development agreement, subdivision agreement or similar approvals.

YES

NO

Furthermore I / we wish Township Council to consider the following when evaluating this application:


- Project is located within the built boundary of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project is located within the central intensification corridor of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project has a Ministry of Environment Approvals (Environmental Compliance Certificate).
- Project will see a capital contribution for Municipal Infrastructure (roads, water, storm or sanitary).
- Project will utilize existing sanitary infrastructure.
- Project meets the unit density required by current planning policy.
- Project includes the building of purpose built rental.
- Project includes provisions that are consistent with the Township's Community Growth Plan:
- Project design will be consistent with the Township's Municipal Servicing Standards and Servicing Master Plan(s).
- Project will see construction commence within the next calendar year. - construction is completed.

Proponent agrees that sewage allocations will be issued by Township Council, at their sole discretion, consistent with the process established by Policy 012-19. Furthermore, Township of Wellington North acknowledges that no policy can be completely exhaustive in dealing with all the factors regarding the servicing of any particular lot. In the event that there are factors that are not allowed for in this policy, as enunciated, application may be made to Council for consideration.

Development Clerk, Township of Wellington North, 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0 tpringle@wellington-north.com 519-848-3620 ext 4435.

Personal information collected by the Township of Wellington North under the authority of the Municipal Act is for the purpose of administrating the Township's sewage allocation distribution. Any questions can be directed to the Director of Legislative Services/Clerk at 519-848-3620 ext. 4227

SIGNATURE:



DATED:

March 20/2024

PRINT NAME:

Shawn Adler

PRIORITY CONSIDERATIONS

Staff will use the following to evaluate each application towards providing a score for Council's consideration. That said, final allocation remains at Township Council's sole discretion.

Consideration	Available Points
Built Boundary (Arthur or Mount Forest)	No = 0 Yes = 2
Central Intensification Corridor	No = 0 Yes = 2
Ministry of Environmental Approvals (Environmental Compliance Approval)	No = 0 Yes or N/A = 5
Capital Contribution by Developer	No = 0 Yes = 5
Existing Sanitary Infrastructure	
Connects to Existing Sanitary Main	10
Minor Extension (<25m) to Existing Sanitary Main	5
Major Extension (>25m) to Existing Sanitary Main	3
Purpose Built Rental Housing	No = 0 Yes = 5
Community Growth Plan (CGP)	
Non-Consistent	0
Consistent with Some of CGP	3
Consistent with Multiple Aspects of CGP	5
Unit Density - Project Meets Official Plan Density Targets	No = 0 Yes = 3
Consistent with Municipal Servicing Standards and Servicing Master Plan	No = 0 Yes = 2
Construction Starts in Next 18-Months	
Unlikely	0
Somewhat Likely	5
Very Likely	10
Developer Has Received Other Municipal Approvals	
Not Yet Applied	0
Applied But Not Yet Approved	3
Yes or N/A	5

Marlanna Homes

Total Score = **47**

SCHEDULE A

APPLICATION FOR SEWAGE ALLOCATION

DATE	March 21, 2024		
APPLICANT	Cobide Engineering		
ADDRESS	517 10th Street, Hanover		
PHONE	519-506-5959	EMAIL ADDRESS	tburnside@cobideeng.com

DEVELOPER	John Welton Custom Homebuilding Ltd.		
ADDRESS	66 Kirby Ave, Collingwood, ON L9Y 3Y8		
HOME PHONE	416-346-0883	EMAIL ADDRESS	johnzwelton@sunvalehomes.com

PROJECT NAME	Sunvale Homes Subdivision		
ROLL #	2349000004001750000		
STREET	Cork Street/ Martin Street		
LEGAL DESCRIPTION	Pt Park Lots 10,11,12 S of Princess St., Pt Park Lots 1, K L McDonalds Survey and Pt of Division 1 Lot 2 Conc WOSR		
# OF ALLOCATIONS	41 (100 Allocations committed in 2023, 41 were not)		
PROJECT DESCRIPTION	Residential Subdivision		

Applications will only be processed by staff if the applicant can answer "YES" to the following statement.

Project has a draft plan of subdivision, site plan agreement, development agreement, subdivision agreement or similar approvals.

YES

NO

Furthermore I / we wish Township Council to consider the following when evaluating this application:

Draft Plan Approval has been obtained and we have received comments on our first submission package and are working through the revisions to address the comments.

- Project is located within the built boundary of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project is located within the central intensification corridor of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project has a Ministry of Environment Approvals (Environmental Compliance Certificate).
- Project will see a capital contribution for Municipal Infrastructure (roads, water, storm or sanitary).
- Project will utilize existing sanitary infrastructure.
- Project meets the unit density required by current planning policy.
- Project includes the building of purpose built rental. Depending on who buys the multi-family block, there is potential these could be purpose built rentals
- Project includes provisions that are consistent with the Township's Community Growth Plan:
- Project design will be consistent with the Township's Municipal Servicing Standards and Servicing Master Plan(s).
- Project will see construction commence within the next calendar year.

Proponent agrees that sewage allocations will be issued by Township Council, at their sole discretion, consistent with the process established by Policy 012-19. Furthermore, Township of Wellington North acknowledges that no policy can be completely exhaustive in dealing with all the factors regarding the servicing of any particular lot. In the event that there are factors that are not allowed for in this policy, as enunciated, application may be made to Council for consideration.

Development Clerk, Township of Wellington North, 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0 tpringle@wellington-north.com 519-848-3620 ext 4435.

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SIGNATURE:



DATED: MARCH, 21, 2024

PRINT NAME:

TRAVIS BURNSIDE

PRIORITY CONSIDERATIONS

Staff will use the following to evaluate each application towards providing a score for Council's consideration. That said, final allocation remains at Township Council's sole discretion.

Consideration	Available Points	
Built Boundary (Arthur or Mount Forest)	No = 0	Yes = 2
Central Intensification Corridor	No = 0	Yes = 2
Ministry of Environmental Approvals (Environmental Compliance Approval)	No = 0	Yes or N/A = 5
Capital Contribution by Developer	No = 0	Yes = 5 *
Existing Sanitary Infrastructure		
Connects to Existing Sanitary Main	10	
Minor Extension (<25m) to Existing Sanitary Main	5	
Major Extension (>25m) to Existing Sanitary Main	3	
Purpose Built Rental Housing	No = 0	Yes = 5
Community Growth Plan (CGP)		
Non-Consistent	0	
Consistent with Some of CGP	3	
Consistent with Multiple Aspects of CGP	5	
Unit Density - Project Meets Official Plan Density Targets	No = 0	Yes = 3
Consistent with Municipal Servicing Standards and Servicing Master Plan	No = 0	Yes = 2
Construction Starts in Next 18-Months		
Unlikely	0	
Somewhat Likely	5	
Very Likely	10	
Developer Has Received Other Municipal Approvals		
Not Yet Applied	0	
Applied But Not Yet Approved	3	
Yes or N/A	5	

Sunvale Homes

Total Score = 32

*Capital contribution by Developer yet to be determined

SCHEDULE A

APPLICATION FOR SEWAGE ALLOCATION

DATE	Feb 07 / 2021	
APPLICANT	MANTA Developments Inc	
ADDRESS	54 - HOWELL ST BRIMPTON ONT, L6Y 3H7	
PHONE	416-788-2142	EMAIL ADDRESS +102jirter@MaintHomes.com

DEVELOPER	Same as applican L	
ADDRESS	→	
HOME PHONE		EMAIL ADDRESS

PROJECT NAME	
ROLL #	234900000606520
STREET	CORK ST.
LEGAL DESCRIPTION	Part Lot G, H & I McDonalds Subway Part 1
# OF ALLOCATIONS	34 61R222B
PROJECT DESCRIPTION	34 town homes Township of Wellington North

Applications will only be processed by staff if the applicant can answer "YES" to the following statement.

Project has a draft plan of subdivision, site plan agreement, development agreement, subdivision agreement or similar approvals.

- YES *In process*
- NO


Furthermore I / we wish Township Council to consider the following when evaluating this application:

- Project is located within the built boundary of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project is located within the central intensification corridor of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project has a Ministry of Environment Approvals (Environmental Compliance Certificate).
- Project will see a capital contribution for Municipal Infrastructure (roads, water, storm or sanitary). *Pre Paid by the Precious Land owner*
- Project will utilize existing sanitary infrastructure.
- Project meets the unit density required by current planning policy.
- Project includes the building of purpose built rental.
- Project includes provisions that are consistent with the Township's Community Growth Plan:
- Project design will be consistent with the Township's Municipal Servicing Standards and Servicing Master Plan(s).
- Project will see construction commence within the next calendar year.

Proponent agrees that sewage allocations will be issued by Township Council, at their sole discretion, consistent with the process established by Policy 012-19. Furthermore, Township of Wellington North acknowledges that no policy can be completely exhaustive in dealing with all the factors regarding the servicing of any particular lot. In the event that there are factors that are not allowed for in this policy, as enunciated, application may be made to Council for consideration.

Development Clerk, Township of Wellington North, 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0 tpingleton@wellington-north.com 519-848-3620 ext 4435.

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SIGNATURE:  DATED: *March 10/04/2025*

PRINT NAME: *HARINDER KANG*

PRIORITY CONSIDERATIONS

Staff will use the following to evaluate each application towards providing a score for Council's consideration. That said, final allocation remains at Township Council's sole discretion.

Consideration	Available Points
Built Boundary (Arthur or Mount Forest)	No = 0 Yes = 2
Central Intensification Corridor	No = 0 Yes = 2
Ministry of Environmental Approvals (Environmental Compliance Approval)	No = 0 Yes or N/A = 5
Capital Contribution by Developer	No = 0 Yes = 5
Existing Sanitary Infrastructure	
Connects to Existing Sanitary Main	10
Minor Extension (<25m) to Existing Sanitary Main	5
Major Extension (>25m) to Existing Sanitary Main	3
Purpose Built Rental Housing	No = 0 Yes = 5
Community Growth Plan (CGP)	
Non-Consistent	0
Consistent with Some of CGP	3
Consistent with Multiple Aspects of CGP	5
Unit Density - Project Meets Official Plan Density Targets	No = 0 Yes = 3
Consistent with Municipal Servicing Standards and Servicing Master Plan	No = 0 Yes = 2
Construction Starts in Next 18-Months	
Unlikely	0
Somewhat Likely	5
Very Likely	10
Developer Has Received Other Municipal Approvals	
Not Yet Applied	0
Applied But Not Yet Approved	3
Yes or N/A	5

Mamta Developments

Total Score = N/A*

*Does not meet requirements as per policy

SCHEDULE A

APPLICATION FOR SEWAGE ALLOCATION

DATE	March 21, 2024		
APPLICANT	Cobide Engineering		
ADDRESS	517 10th Street, Hanover		
PHONE	519-506-5959	EMAIL ADDRESS	tburnside@cobideeng.com

DEVELOPER	Wilson Developments Inc.		
ADDRESS	237 Industrial Drive, PO Box 7, Mount Forest, ON N0G 2L1		
HOME PHONE	519-369-4209	EMAIL ADDRESS	brad@wilsoncorp.ca

PROJECT NAME	440 Wellington Street Townhouses		
ROLL #	2349000002021000000		
STREET	Wellington Street E		
LEGAL DESCRIPTION	Part of Park Lot 4, (Part 1 of Parts 61R6919 & 61R1855)		
# OF ALLOCATIONS	28		
PROJECT DESCRIPTION	Stacked Townhouse Development		

Applications will only be processed by staff if the applicant can answer "YES" to the following statement.

Project has a draft plan of subdivision, site plan agreement, development agreement, subdivision agreement or similar approvals.

YES

NO This project is close to having Site Plan Approval and the application would like to proceed with construction as soon as possible

Furthermore I / we wish Township Council to consider the following when evaluating this application:

- Project is located within the built boundary of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project is located within the central intensification corridor of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project has a Ministry of Environment Approvals (Environmental Compliance Certificate).
- Project will see a capital contribution for Municipal Infrastructure (roads, water, storm or sanitary).
- Project will utilize existing sanitary infrastructure.
- Project meets the unit density required by current planning policy.
- Project includes the building of purpose built rental.
- Project includes provisions that are consistent with the Township's Community Growth Plan:
- Project design will be consistent with the Township's Municipal Servicing Standards and Servicing Master Plan(s).
- Project will see construction commence within the next calendar year.

Proponent agrees that sewage allocations will be issued by Township Council, at their sole discretion, consistent with the process established by Policy 012-19. Furthermore, Township of Wellington North acknowledges that no policy can be completely exhaustive in dealing with all the factors regarding the servicing of any particular lot. In the event that there are factors that are not allowed for in this policy, as enunciated, application may be made to Council for consideration.

Development Clerk, Township of Wellington North, 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0 tpringle@wellington-north.com 519-848-3620 ext 4435.

Personal information collected by the Township of Wellington North under the authority of the Municipal Act is for the purpose of administrating the Township's sewage allocation distribution. Any questions can be directed to the Director of Legislative Services/Clerk at 519-848-3620 ext. 4227

SIGNATURE:



DATED: MARCH 29, 2024

PRINT NAME:

TRAVIS BURNSIDE

PRIORITY CONSIDERATIONS

Staff will use the following to evaluate each application towards providing a score for Council's consideration. That said, final allocation remains at Township Council's sole discretion.

Consideration	Available Points	
Built Boundary (Arthur or Mount Forest)	No = 0	Yes = 2
Central Intensification Corridor	No = 0	Yes = 2
Ministry of Environmental Approvals (Environmental Compliance Approval)	No = 0	Yes or N/A = 5
Capital Contribution by Developer	No = 0	Yes = 5
Existing Sanitary Infrastructure		
Connects to Existing Sanitary Main	10	
Minor Extension (<25m) to Existing Sanitary Main	5	
Major Extension (>25m) to Existing Sanitary Main	3	
Purpose Built Rental Housing	No = 0	Yes = 5
Community Growth Plan (CGP)		
Non-Consistent	0	
Consistent with Some of CGP	3	
Consistent with Multiple Aspects of CGP	5	
Unit Density - Project Meets Official Plan Density Targets	No = 0	Yes = 3
Consistent with Municipal Servicing Standards and Servicing Master Plan	No = 0	Yes = 2
Construction Starts in Next 18-Months		
Unlikely	0	
Somewhat Likely	5	
Very Likely	10	
Developer Has Received Other Municipal Approvals		
Not Yet Applied	0	
Applied But Not Yet Approved	3	
Yes or N/A	5	

440 Wellington Street Townhouses

Total Score = **N/A***

*Does not meet requirements as per policy

SCHEDULE A**APPLICATION FOR SEWAGE ALLOCATION**

DATE	March 21, 2024		
APPLICANT	Cobide Engineering		
ADDRESS	517 10th Street, Hanover		
PHONE	519-506-5959	EMAIL ADDRESS	tburnside@cobideeng.com

DEVELOPER	Wilson Developments Inc.		
ADDRESS	237 Industrial Drive, PO Box 7, Mount Forest, ON N0G 2L0		
HOME PHONE	519-369-4209	EMAIL ADDRESS	brad@wilsoncorp.ca

PROJECT NAME	447 Wellington Street Townhouses		
ROLL #	2349000002023100000		
STREET	Wellington Street E		
LEGAL DESCRIPTION	Part of Park Lot 3		
# OF ALLOCATIONS	76		
PROJECT DESCRIPTION	Stacked Townhouse Development		

Applications will only be processed by staff if the applicant can answer "YES" to the following statement.

Project has a draft plan of subdivision, site plan agreement, development agreement, subdivision agreement or similar approvals.

- YES Planning Application and Site Plan Approval Application are going to be submitted in the near future and the developer would like to proceed with construction this fall/winter prior to the next round of allocations
- NO

Furthermore I / we wish Township Council to consider the following when evaluating this application:

- Project is located within the built boundary of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project is located within the central intensification corridor of Arthur or Mount Forest as described within the Township's Development Charges By-Law.
- Project has a Ministry of Environment Approvals (Environmental Compliance Certificate).
- Project will see a capital contribution for Municipal Infrastructure (roads, water, storm or sanitary).
- Project will utilize existing sanitary infrastructure.
- Project meets the unit density required by current planning policy.
- Project includes the building of purpose built rental.
- Project includes provisions that are consistent with the Township's Community Growth Plan:
- Project design will be consistent with the Township's Municipal Servicing Standards and Servicing Master Plan(s).
- Project will see construction commence within the next calendar year.

Proponent agrees that sewage allocations will be issued by Township Council, at their sole discretion, consistent with the process established by Policy 012-19. Furthermore, Township of Wellington North acknowledges that no policy can be completely exhaustive in dealing with all the factors regarding the servicing of any particular lot. In the event that there are factors that are not allowed for in this policy, as enunciated, application may be made to Council for consideration.

Development Clerk, Township of Wellington North, 7490 Sideroad 7 W, PO Box 125, Kenilworth, ON N0G 2E0 tpringle@wellington-north.com 519-848-3620 ext 4435.

Personal information collected by the Township of Wellington North under the authority of the Municipal Act is for the purpose of administrating the Township's sewage allocation distribution. Any questions can be directed to the Director of Legislative Services/Clerk at 519-848-3620 ext. 4227

SIGNATURE:



DATED: MARCH 21, 2024

PRINT NAME:

TRAVIS BURNSIDE

PRIORITY CONSIDERATIONS

Staff will use the following to evaluate each application towards providing a score for Council's consideration. That said, final allocation remains at Township Council's sole discretion.

Consideration	Available Points
Built Boundary (Arthur or Mount Forest)	No = 0 Yes = 2
Central Intensification Corridor	No = 0 Yes = 2
Ministry of Environmental Approvals (Environmental Compliance Approval)	No = 0 Yes or N/A = 5
Capital Contribution by Developer	No = 0 Yes = 5
Existing Sanitary Infrastructure	
Connects to Existing Sanitary Main	10
Minor Extension (<25m) to Existing Sanitary Main	5
Major Extension (>25m) to Existing Sanitary Main	3
Purpose Built Rental Housing	No = 0 Yes = 5
Community Growth Plan (CGP)	
Non-Consistent	0
Consistent with Some of CGP	3
Consistent with Multiple Aspects of CGP	5
Unit Density - Project Meets Official Plan Density Targets	No = 0 Yes = 3
Consistent with Municipal Servicing Standards and Servicing Master Plan	No = 0 Yes = 2
Construction Starts in Next 18-Months	
Unlikely	0
Somewhat Likely	5
Very Likely	10
Developer Has Received Other Municipal Approvals	
Not Yet Applied	0
Applied But Not Yet Approved	3
Yes or N/A	5

447 Wellington Street East Total Score = **N/A***

*Does not meet requirements as per policy

SEWAGE ALLOCATION AGREEMENT

THIS AGREEMENT made this ____ day of _____, 202__.

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the “Township”)

- and -

Enter Company Name Here

(the “Owner”)

WHEREAS:

- A. The Owner is the owner of the lands described in Schedule “A” (the “Owner’s Lands”);
- B. The County of Wellington Planning and Land Division Committee has approved [ENTER NAME OF SUBDIVISION] (X) pursuant to the County of Wellington Notice of Draft Approval [ENTER DATE] (the “Development Lands”) subject to the conditions of approval;
- C. The Owner is ready to proceed with the development of the Development Lands and has filed a request with the Township for [ENTER TOTAL NUMBER OF UNITS] (X) sewage allocation units pursuant to the Township’s Sewage Allocation Policy;
- D. The Township has passed a resolution approving the [ENTER TOTAL NUMBER OF UNITS] (X) sewage allocation units and requires the Owner to enter into this agreement pursuant to the Township’s Sewage Allocation Policy; and,
- E. The Township requires the allocation to be allotted over time to achieve controlled growth in the Township whereby the [ENTER TOTAL NUMBER OF UNITS] (X) sewage allocation units will be released over 36 months including [ENTER APPROX 1/3 OF UNITS] (X) units within 12 months, [ENTER APPROX 1/3 OF UNITS] (X) additional units within 24 months, and [ENTER APPROX 1/3 OF UNITS] (X) additional units within 36 months of this agreement.

NOW THEREFORE in consideration of the premises and terms contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Approval.

- a. Upon the registration of the subdivision agreement, the Township shall grant provisional approval to the Owner for [ENTER TOTAL NUMBER OF UNITS] (X) sewage allocation units for the Development Lands allocated over the following time periods:

- i. [ENTER TOTAL NUMBER OF UNITS] (X) units within thirty six (36) months of execution of this agreement.
 - b. The provisional allocation is granted for a period of thirty (36) months from the date of this agreement, expiring on [ENTER EXPIRY DATE] (the “Expiry Date”).
 - c. Any sewage allocation units not completed by the Expiry Date shall lapse and be returned to the general pool of available uncommitted sewage allocations. No further building permits may be issued after the Expiry Date until such time as the Owner has obtained an extension or further sewage allocation.
2. **Acknowledgment of Owner.** The Owner acknowledges that:
 - a. the Township is not obligated to extend the Expiry Date or to grant further provisional sewage allocation units for the Development Lands or any future phases of the development;
 - b. the Township may approve sewage allocation units to other developments prior to approving further provisional sewage allocation units for the Development Lands or any future phases of the development; and,
 - c. the granting of sewage allocation is based upon the continued availability of sewage treatment facility capacity; that such capacity may change or be reduced over time; and, provisional sewage allocation units may have to be withdrawn in instances of inadequate sewage treatment facility capacity or other reason.
3. **Compliance with By-laws, Rules and Regulations.** The Owner agrees to comply with all federal, provincial and municipal laws, rules, regulations, by-laws and policies including the Township Sewage Allocation Policy.
4. **The Township’s Professional Fees and Disbursements.** The Owner shall reimburse the Township for all of its engineering and legal expenses including professional fees and disbursements in connection with the development and implementation of this agreement.
5. **Development Charges Credits.** The Owner hereby releases and forever discharges the Township from any and all claims relating to payments under this agreement, for credits against Development Charges payable under any by-law of the Township passed under the *Development Charges Act, 1997* with respect to the development of the Development Lands.
6. **Waiver.** The failure of the Township at any time to require performance by the Owner of any obligation under this agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Township of the performance of any obligation be taken or be held to be a waiver of the performance of the same or any other obligation at any later time. The Township shall specifically retain its rights at law to enforce this agreement.

- 7. **No Challenge to Agreement.** The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the party's right to enter into and enforce this agreement. The law of contract applies to the agreement and the parties are entitled to all remedies arising from it.

- 8. **Assignment.**
 - a. The Owner may assign any of the sewage allocation units to builders within the Development Lands with the prior written approval of the Township, as described in section 1 of this agreement.

 - b. The sewage allocation units may not be assigned to any lands outside of the Development Lands, as described in section 1 of this agreement.

 - c. The Owner agrees that it shall not transfer, assign its rights, interests, liabilities and obligations under this agreement without first ensuring that the proposed assignee has entered into an assumption agreement in a form satisfactory to the Township, requiring the assignee to be bound by all of the terms and conditions of this agreement.

- 9. **Acceptance by Fax or Email.** The parties acknowledge and agree that the communication of this agreement may be transmitted by way of facsimile or electronic mail, and that they agree to accept such signatures and documents to be legal and binding upon them.

- 10. **Counterparts.** This agreement may be signed in any number of counterparts, each of which is considered to be an original, and all of which are considered to be the same documents.

- 11. **Severability.** If any provision of this agreement, or the application thereof to any circumstances, shall be held to be invalid or unenforceable, then the remaining provisions of this agreement, or the application thereof to other circumstances, shall not be affected, and shall be valid and enforceable.

- 12. **Enforcement.** The Owner acknowledges that the Township, in addition to any other remedy it may have at law, shall also be entitled to enforce this agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.

- 13. **Enurement Clause.** The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owner and their heirs, administrators, successors and assigns and the benefit thereof shall enure to the Township and its successors and assigns.

-----remainder of this page left intentionally blank-----

IN WITNESS WHEREOF this Agreement has been signed by the parties on the date first mentioned above.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

ANDY LENNOX – Mayor

KARREN WALLACE - Clerk

We have authority to bind the corporation.

COMPANY NAME

Signing Authority - Title

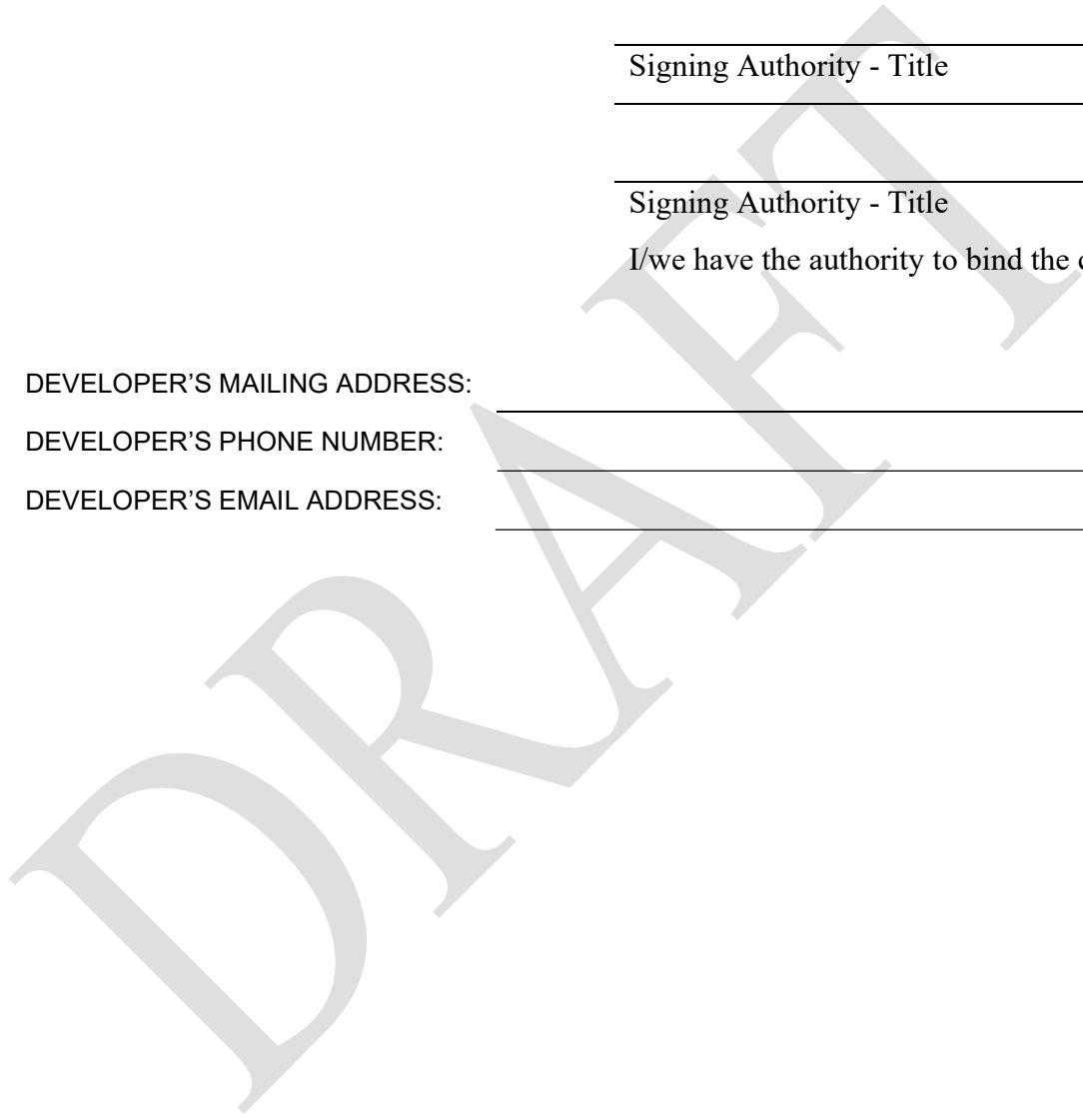
Signing Authority - Title

I/we have the authority to bind the corporation

DEVELOPER'S MAILING ADDRESS: _____

DEVELOPER'S PHONE NUMBER: _____

DEVELOPER'S EMAIL ADDRESS: _____



Schedule "A"
DESCRIPTION OF THE OWNER'S LANDS

ALL AND SINGULAR that certain parcel or tract of land and premises situated, lying and being in the Township of Wellington North in the County of Wellington, being comprised of:

[ENTER LEGAL DESCRIPTION]

PIN: [ENTER PIN NUMBER]

LRO #61

DRAFT



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-04-22

MEETING TYPE: Open

SUBMITTED BY: Hurania Melgar, Emergency Manager/CEMC

REPORT #: CAO 2024-005

REPORT TITLE: Emergency Management Programme Committee Structure Update

RECOMMENDED MOTION

THAT Council hereby receives report number CAO 2024-005 Emergency Management Programme Committee (EMPC) Structure Update for information;

AND THAT Council revise the Emergency Management Programme Committee for the Township of Wellington North to include:

- Mayor
- CAO
- Clerk
- Township Fire Department (Fire Chief)
- Wellington North Power (Chief Executive Officer)
- Wellington County OPP (Inspector or Staff Sergeants, Sergeants)
- Guelph Wellington EMS (Chief, Acting Chief, Supervisors)
- Wellington Dufferin Guelph Public Health (Public Health Managers, Health and Safety Coordinator/Inspectors)
- Wellington County Emergency Management (CEMC)

And FURTHER THAT any other persons or agency representatives that may be appointed by Council from time to time;

And FURTHER THAT Council designates authority to the Committee to appoint the CAO as Chair on behalf of the members;

AND FURTHER THAT the Committee is responsible for overseeing the development of the Township's Emergency Management Programme ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis;

AND FURTHER THAT the CEMC shall provide Council with an annual report on the status of the Township of Wellington North's Emergency Management Programme for their review, consideration, and approval.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- 2021-366 Emergency Management Committee Structure Update
- 2016-277 Committee Structure
- By-law: 38-10

BACKGROUND

Regulation 380/04 of the Emergency Management and Civil Protection Act requires the appointment of an Emergency Management Programme Committee (EMPC) to advise Council on the development and implementation of the Township's Emergency Management Programme. The regulation also sets out the composition of the Committee which is to include the CEMC, a senior municipal staff representative, a member(s) of Council and municipal employees responsible for emergency management functions for the municipality.

ANALYSIS

The Committee structure was updated on June 20, 2016 due to the Township's emergency management programme being enhanced and to allow for the Committee to evolve with the programme.

At the most recent Emergency Management Programme Committee meeting on March 8, 2024 there was a request by the CAO and Fire Chief to tailor the expansive list of members to a smaller committee. It was felt that a smaller committee would better reflect the direction of the Township's emergency management programme. The previous list of members can be seen below.

- Mayor
- CAO
- Clerk
- Finance (Treasurer)
- Executive Assistant to the CAO and Mayor/Duty Officer
- Public Works (Director of Public Works)
- Parks and Recreation (Director of Recreation, Parks and Facilities)
- Chief Building Official
- Township Fire Department (Fire Chief)
- Wellington North Power (Chief Operating Officer)
- Wellington County OPP (Inspector or Staff Sergeants, Sergeants)
- Guelph Wellington EMS (Chief, Acting Chief, Supervisors)
- Wellington Dufferin Guelph Public Health (Public Health Managers, Health and Safety Coordinator/Inspectors)

- Wellington County Emergency Management (CEMC)

The revised recommended EMPC members includes:

- Mayor
- CAO
- Clerk
- Township Fire Department (Fire Chief)
- Wellington North Power (Chief Executive Officer)
- Wellington County OPP (Inspector or Staff Sergeants, Sergeants)
- Guelph Wellington EMS (Chief, Acting Chief, Supervisors)
- Wellington Dufferin Guelph Public Health (Public Health Managers, Health and Safety Coordinator/Inspectors)
- Wellington County Emergency Management (CEMC)

Municipal Emergency Control Group Update

The Municipal Emergency Control Group (MECG) consists of staff members who would be required to respond in an emergency/disaster. Staff, in consultation with Wellington County staff have also revised the MECG to include a core group of staff/roles as well as alternates. This core group now includes the EOC Director, Liaison Officer/CEMC, Emergency Information Officer, Infrastructure and Fire contacts.

The members of the MECG and EMPC may overlap but are not mutually exclusive. Required by legislation the Emergency Management Division must run annual training exercises with the MECG. The MECG members are required to attend however, as necessary we would include any other staff members that may provide expertise, depending on the scenario. Other township staff will be included as needed based on the requirements of any local emergency management response and will also receive training on an as needed basis.

CONSULTATION

The Emergency Manager consulted with Township Staff (CAO and Senior Management Team) as well as the Township's Fire Chief.

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

NA

- 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

Treasury Board Secretariat

Emergency Management Ontario

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200**Secrétariat du Conseil du Trésor**

de la gestion des situations d'urgence Ontario

25, rue Morton Shulman
Toronto ON M7A 1Y6
Tél.: 647-329-1200

DATE : April 9, 2024

MEMORANDUM TO: Chief Administrative Officers (CAOs)

FROM: Bernie Derible
Deputy Minister and Commissioner of Emergency
Management
Treasury Board Secretariat

SUBJECT: **Ontario's Provincial Emergency Management Strategy
and Action Plan: 2023 Annual Report**

I am pleased to share with you Ontario's [Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report](#).

The Provincial Emergency Management Strategy and Action Plan, which was released last year, is the province's roadmap for a whole-of-Ontario approach to emergency management to keep the people of Ontario safe, practiced and prepared.

This annual report shows the progress made in the last year to keep communities ready and prepared as well as continued actions moving forward. Key actions highlighted in the annual report include:

- Strengthened collaboration through coordinated responses to emergencies across the province, including during challenging flood and wildland fire seasons.
- Enhanced public education and support for emergency management partners, including the delivery of 336 emergency management courses for 13,847 participants and launch of the "Exercise in a Box" program.
- Launched the Community Emergency Preparedness Grant to help communities and organizations across Ontario purchase critical supplies, equipment and deliver training and services towards local emergency preparation and response as part of \$110 million over the next three years announced in the 2023 Ontario Budget.

Best practice initiatives led by emergency management partners across Ontario are also profiled in the annual report which exemplify collective work towards safer and more prepared communities across the province.

This progress is made possible because of the collaboration, coordination, and commitment of municipal partners across Ontario. Thank you for your valued partnership through engagements and discussions to move emergency management goals forward.

If you have any questions regarding the annual report, please contact your local Field Officer. A copy of this memorandum will be shared with your municipality's Community Emergency Management Coordinator.

I appreciate your continued support and partnership as we work together towards a safe, practiced and prepared Ontario.

Sincerely,



Bernie Derible
Deputy Minister and Commissioner of Emergency Management
Treasury Board Secretariat

Cc:

Eric Everett, Assistant Deputy Minister, Emergency Management Strategy, Monitoring and Intelligence Division, Emergency Management Ontario, Treasury Board Secretariat

Heather Levecque, Assistant Deputy Minister, Emergency Management Operations Division, Emergency Management Ontario, Treasury Board Secretariat

Lisa Priest, Assistant Deputy Minister, Emergency Management Preparedness, Programs and Planning Division, Emergency Management Ontario, Treasury Board Secretariat

Michelle Astill, Director, Emergency Management Policy and Governance Branch,
Emergency Management Strategy, Monitoring and Intelligence Division, Emergency
Management Ontario, Treasury Board Secretariat

A Safe, Practiced and Prepared Ontario

2023 Annual Report

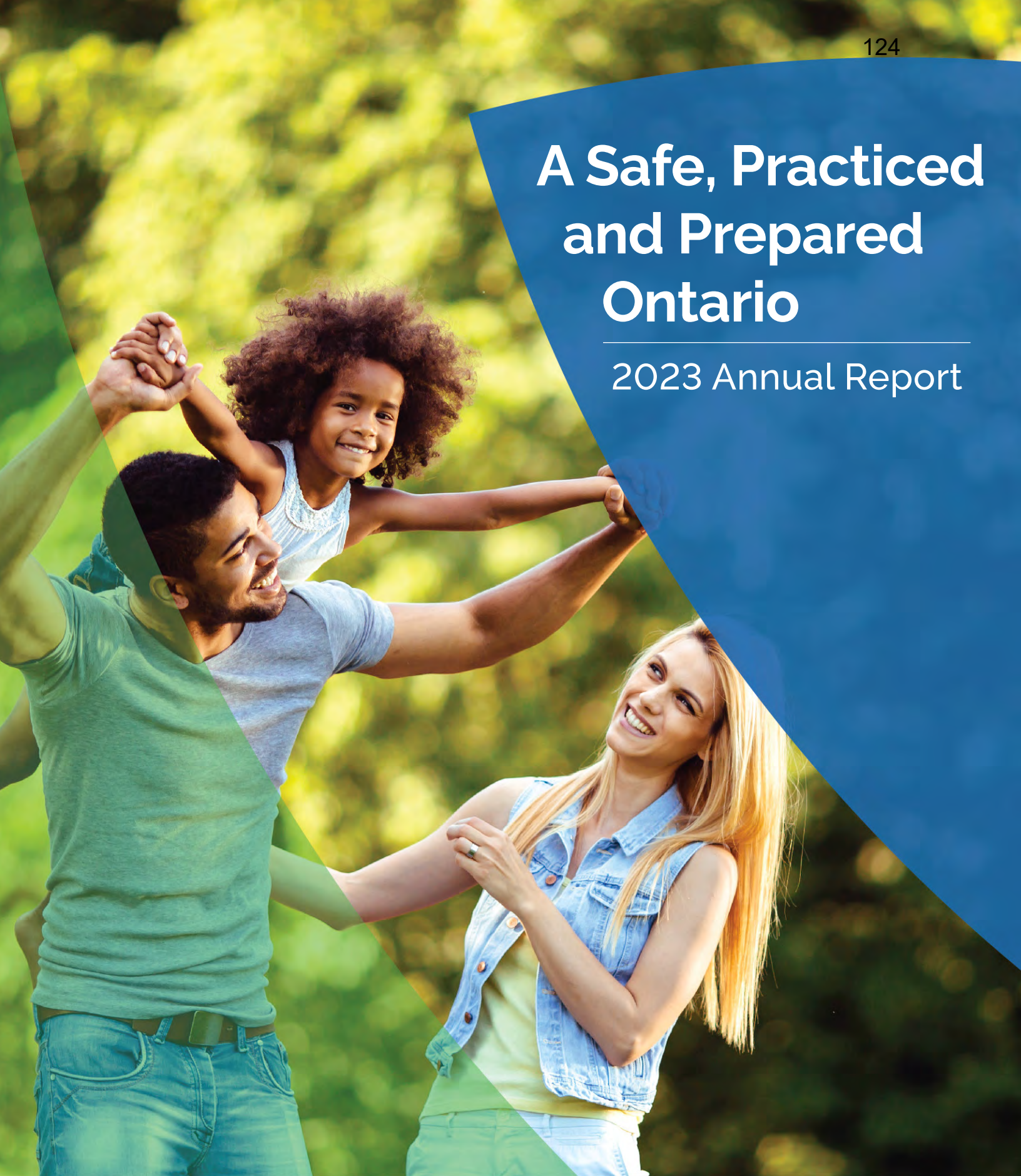


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Message from the Minister



The duty to ensure that our province is as strong and resilient as possible is both a great honour and serious responsibility. As the minister responsible for emergency management, I am pleased to release the first annual report for the Provincial Emergency Management Strategy and Action Plan, our province's roadmap to move emergency management forward in collaboration with our partners.

The Provincial Emergency Management Strategy and Action Plan outlines a clear goal for emergency management for the province. This goal is simple: every person in Ontario should be safe, practiced and prepared before, during and after emergencies such as floods, wildland fires and threats like cyber security incidents. To this end, we have made substantial new investments, initiated new grants, and expanded training programs to ensure that emergency management partners across Ontario have the resources and tools necessary to prepare for, and respond to, emergencies.

Collaboration and coordination with emergency management partners, including municipalities and First Nations, have been integral in advancing the goals and actions within the plan. We are grateful for these valued partnerships and look forward to continuing to work together to move emergency management forward.

Together, we are ensuring Ontario is a leader in emergency management. We are applying the lessons we have learned from past emergencies to build a stronger and more resilient province. While new challenges emerge both rapidly and unexpectedly, ensuring the safety and wellbeing of the people and communities of Ontario is our highest priority.

A handwritten signature in black ink that reads "Caroline Mulroney".

Caroline Mulroney
President of the Treasury Board and
Minister Responsible for Emergency Management

Message from the Commissioner



The 2023 Annual Report: Provincial Emergency Management Strategy and Action Plan is the first annual report on Ontario's comprehensive plan for emergency management. It outlines the numerous actions Ontario is taking with our partners to make sure that the province is always safe, practiced and prepared.

This report demonstrates Ontario's leadership as the first jurisdiction in Canada to require annual and public reporting on progress made towards emergency management goals. It shows our dedication to transparency and accountability in the area of emergency management; a key part of our work because we know that safety is a priority for every person in this province.

We have worked hard to make Emergency Management Ontario the one window for provincial emergency management coordination. To do this, we are on the ground, 24/7, 365 days a year, building the relationships and earning the trust necessary to work with our partners in order to protect our communities. When it comes to safety, we are all in this together.

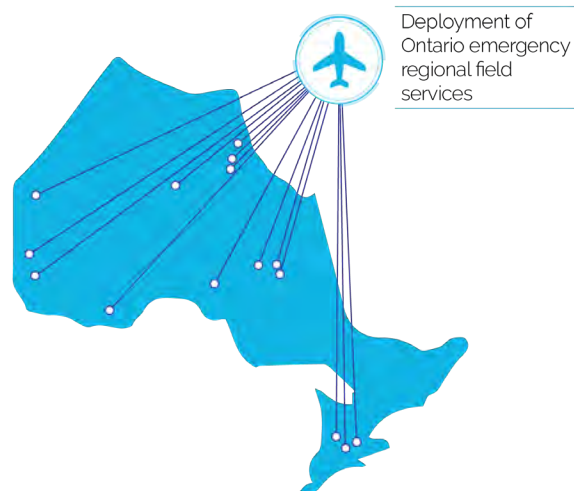
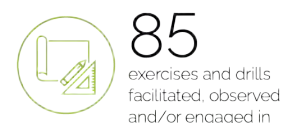
With continued collaboration and coordination, increased public education and strengthened planning, practice and response, we will continue to protect and prepare all Ontarians today and in the future.

A handwritten signature in black ink, appearing to read 'Bernard Derible'. The signature is fluid and cursive, with the first letter 'B' being particularly large and stylized.

Bernard Derible
Deputy Minister and Commissioner of Emergency Management
Treasury Board Secretariat

2023: A year in review

2023 marked an unprecedented year for emergencies in Ontario, including challenging flood and wildland fire seasons. Working with partners, Ontario continued to strengthen collaboration, planning and response to keep communities across the province safe, practiced and prepared.



For a detailed overview of progress on actions outlined in the Provincial Emergency Management Strategy and Action Plan, visit the Appendix.



Progress on Goal 1

One window for all Ontarians



Emergency Management Ontario continues to strengthen its role as the one window for provincial emergency management coordination through relationship building, collaboration, increasing resiliency and advancing preparation, mitigation and response strategies to ensure all of Ontario is safe, practiced and prepared.



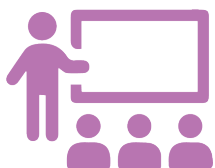
Ontario's initiatives at work in 2023 included:



Strengthened collaboration during coordinated responses to emergencies across the province, including floods and wildland fires. This included the safe evacuation, stay and return of 3,519 community members in 2023. To continue strengthening operational planning and preparedness after emergency responses, after-action report sessions were held with provincial, federal, municipal and First Nations partners following the 2023 flood and wildland fire seasons.



Advanced whole-of-Ontario coordination and preparedness for hazards by connecting partners with key resources and guidance to improve preparedness. During Cyber Security Awareness Month in October 2023, Ontario organized tabletop exercises to support incident preparedness, shared best practices through a provincial conference to build cyber resilience in the broader public sector and launched a specialized portal with interactive materials for students from kindergarten to grade 12.



Enhanced culturally appropriate and relevant emergency management training through the establishment of an advisory group with representatives from First Nations organizations from across the province.

For additional progress updates in 2023 related to Goal 1, visit the Appendix.

Moving forward

In 2024 and onwards, Ontario will:

- » Continue to engage partners on opportunities to enhance the current emergency management framework in Ontario to support the province's one window for Ontarians including roles and responsibilities and improving the quality of emergency management programs.
- » Enhance collaboration by advancing the development of multilateral emergency management partnership agreements with First Nations communities, Indigenous organizations and federal partners. These agreements will pave the way forward for a First Nations-led emergency management framework that will position First Nations as equal partners in emergency management, support self-determination rights and ensure culturally appropriate and equitable emergency management services.
- » Strengthen provincial coordination of preparedness and response to social emergencies, to mitigate events or situations that carry risk to human health and life, mental wellness, or to the social fabric and well-being of the community.
- » Advance provincial collaboration and coordination, public education and planning and response for cyber security incidents.



Working together to keep Ontarians safe during the 2023 wildland fire season

The 2023 wildland fire season was a challenging fire season for Ontario. Seven hundred and forty-one wildland fires were reported, burning over 440,000 hectares across the province almost three times more hectares than the 10-year average.

Through continued collaboration, the province's emergency preparedness and response ensured that affected communities were kept safe during the evacuations, stays and returns of more than 600 First Nation community members.



In addition, Ontario deployed equipment and more than 600 fire management personnel to Alberta, British Columbia, Northwest Territories, Quebec, Yukon, Nova Scotia and Minnesota to support their firefighting efforts. In turn, Ontario received 104 fire personnel from Mexico, and specialized personnel from the Canadian Forest Service and the US Forest Service, as well as firefighting aircraft from Minnesota and the Northwest Territories.

To continue to improve and modernize how we fight wildland fires, Ontario is investing an additional \$20.5 million in wildland fire management. This funding will be used to enhance fire suppression technologies, recruit new staff, enhance skills development, promote and maintain safety and build capacity to support Indigenous wildland fire management and community resilience.



Progress on Goal 2

Proactive planning and monitoring

Ontario continues to advance proactive planning and monitoring grounded in data, analytics and knowledge to set the foundation for coordinated emergency management across the province.



Ontario's initiatives at work in 2023 included:



Implemented digital modernization efforts to enhance coordination, situational awareness, decision making and transparency with partners and Ontarians. This includes the development of the first-ever profiles of Ontario's unincorporated areas for use by local and provincial emergency management partners that will help ensure the unique considerations and vulnerabilities in these areas are understood in advance of emergency incidents. The province also created a new paperless incident notification and management system that will enhance effectiveness and drive efficiency with emergency management partners.



Enhanced public education to help Ontarians to know their part in preparing for emergencies and that safety starts with having a plan. Emergency Preparedness Week is a national event that educates people and communities about the actions they can take to prepare for emergency situations. Ontario's theme for the week was, "A Safe, Practiced and Prepared Ontario." The province shared a series of refreshed and accessible materials with provincial, municipal and Indigenous partners to support their communities in practicing and planning for emergencies.



Supported emergency management partners with planning and exercises by reducing administrative burden through the launch of the "Exercise in a Box" program in 2023. This included sharing a collection of guidance documents and templates informed by subject matter experts to help partners meet annual emergency exercise requirements.

For additional progress updates in 2023 related to Goal 2, visit the Appendix.

Moving forward

In 2024 and onwards, Ontario will:

- » Implement an emergency management public education strategy to improve Ontarians' knowledge and awareness of relevant risks, hazards and personal preparedness best practices.
- » Continue to enhance the use of innovative data, analytical capabilities and digital tools to support prevention, preparedness and response efforts, including the development of geographic and economic profiles for communities in Ontario. This will support emergency planning and preparedness activities through enhanced data about populations that are most vulnerable to top hazards.
- » Continue implementation of a central resource hub for provincial, municipal and First Nations partners consisting of emergency management resources, best practices and other supports for emergency management programs in Ontario.
- » Continue to modernize key emergency management courses in collaboration with partners to better serve Ontario's diverse population.

Preparing for the 2023-24 respiratory illness season

Building on lessons learned from the COVID-19 pandemic, Ontario took comprehensive measures to build readiness and resilience for the 2023-24 respiratory illness season to keep Ontarians safe and healthy.



Across the province, Ontario continued to provide convenient access to tools, including vaccinations, antivirals, rapid antigen tests, emergency personal protective equipment (PPE), indoor air quality and virtual care options. Support was provided to higher-risk individuals, including residents of long-term care and retirement homes, and to strengthen measures for resilient healthcare workforce capacity.

As well, the province worked collaboratively with health and non-health partners, including retirement homes, congregate living settings and school boards, to support preparedness through efforts such as tabletop exercises, information sharing, readiness assessments and shared reporting tools.

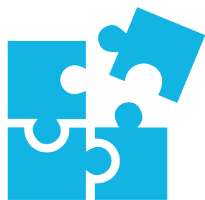


Progress on Goal 3

Practiced and prepared emergency response

The province is working to ensure that Ontarians are practiced and prepared for potential future emergencies through strengthened local capabilities, emergency management training, exercises and public education.

Ontario's initiatives at work in 2023 included:



Strengthened emergency practice and preparedness through leading and/or participating in more than 85 emergency exercises and drills involving the federal government, municipalities, broader public sector organizations, non-governmental organizations and the private sector. These exercises focused on planning, preparedness and response for various hazards, including transportation incidents, cyber security, critical infrastructure and nuclear preparedness.

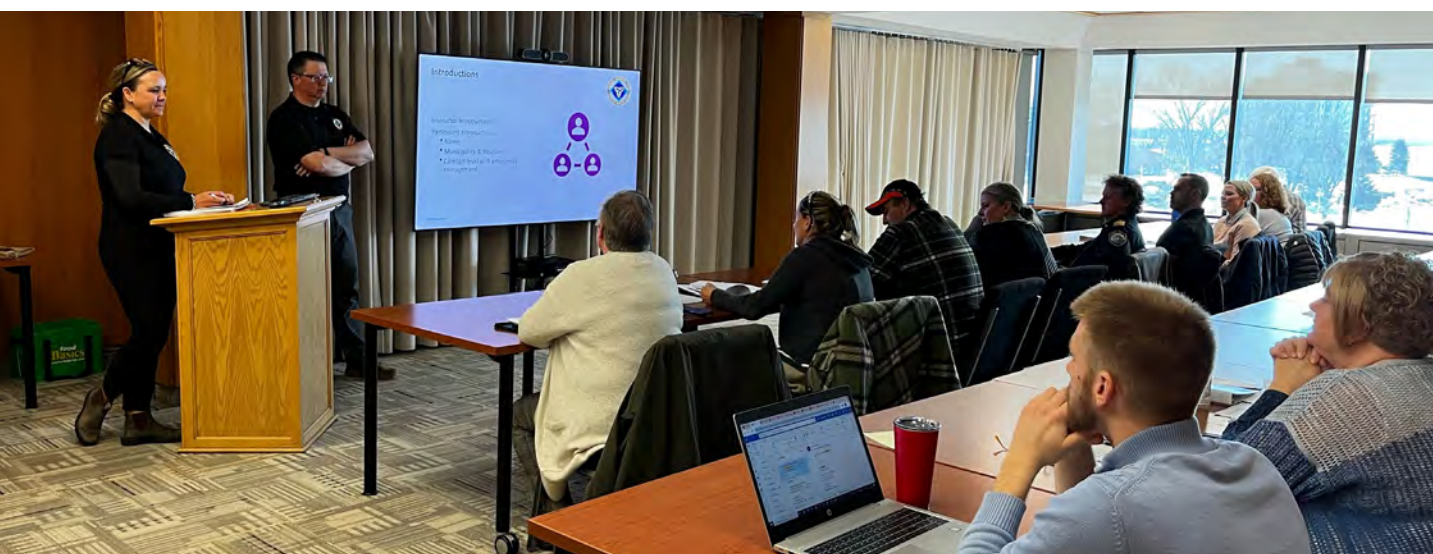


Introduced the Nuclear Enhancement Program to support designated municipalities with planning and preparedness in the unlikely event of a nuclear incident.



Advanced whole-of-Ontario planning and response through the launch of the Provincial Exercise Program, a multi-year plan to exercise, test and strengthen multi-sector emergency plans and whole-of-government emergency response. The first provincial priority exercise, set to take place in 2024, will test and strengthen the provincial response to an extreme heat emergency.

For additional progress updates in 2023 related to Goal 3, visit the Appendix.



Moving forward

In 2024 and onwards, Ontario will:

- » Partner with non-governmental organizations to support local emergency preparedness and response to enhance the province's emergency response capabilities.
- » Implement tools to help rapidly identify community needs in an emergency and better facilitate the mobilization of supports and coordinating efforts across various response agencies.
- » Host more cross-government exercises, including the first provincial priority exercise in 2024.
- » Enhance provincial emergency management coordination to respond to emergencies by continuing to review and update provincial emergency management plans.



Building emergency preparedness and response capacity across Ontario



In the 2023 Ontario Budget, the province committed \$110 million over the next three years to fund, train, coordinate and improve Ontario Corps and the province's emergency preparedness and response.

As part of this funding, the province is establishing partnerships with non-governmental organizations to strengthen local emergency preparedness and response capacity across the province.

This funding was also used to create the Community Emergency Preparedness Grant, an investment of \$5 million to help ensure communities across the province have the resources and equipment they need to prepare for natural disasters and emergencies. The grant helps communities and organizations purchase critical supplies, equipment and deliver training and services to improve local emergency preparation and response.

Building on the success of the COVID-19 Volunteer Portal, the portal was enhanced as part of the Ontario Corps program and includes a Volunteer Registration and Partner Portal. Provincial ministries, municipalities, First Nations communities and non-governmental organizations in need of emergency support can use this database to access registered volunteers.

Best practices from across Ontario

First Nations-led initiative: Weenusk (Peawanuck) First Nation-led Wildland Firefighter Training: Weenusk First Nation coordinated and hosted a regional SP100 Forest Fire Training course in community, strengthening partnerships, preparedness and emergency management capacity for wildland fire management. Through this initiative, Weenusk First Nation, along with Fort Severn, Fort Albany, McDowell Lake and Keewaywin were trained on wildland fire preparedness, fire risks, safety measures and fire suppression activities. This initiative was supported by partnership with Nishnawbe Aski Nation, Keewaytinook Okimakanak and the Ontario government.

First Nations-led initiative: The Independent First Nations Alliance (IFNA) Integrated Emergency Services Fire Rescue Remote Exercise: In November 2023, the Independent First Nations Alliance and Lac Seul First Nation partnered to host a collaborative fire rescue exercise to support emergency preparedness. The exercise included a simulated downed aircraft, which provided functional testing and validation of the various emergency management capacities IFNA has been building in collaboration with partners since 2019 as the first Indigenous-led emergency operations centre in Northern Ontario. This exercise included simulated operational procedures such as responding during a power-outage, real-time video monitoring, and the use of Remotely Piloted Aircraft Systems to support search and rescue. The exercise strengthened collaboration and coordination among partners, leveraged best practices and identified opportunities for enhanced Indigenous-led emergency management approaches.

First Nations-led initiative: Wabigoon Lake Ojibway Nation Emergency Exercise: In October 2023, Wabigoon Lake Ojibway Nation held an emergency exercise for the community's emergency responders and partners to test collaborative efforts and the effectiveness of response, preparedness and communication procedures to reduce the severity of loss in a potential emergency.

Municipal-led initiative: Geospatial Analysis of Critical Infrastructure and Community Features: Municipalities, including the City of Toronto, City of Cambridge and County of Brant, have adopted geospatial technology to map critical infrastructure, potential hazards and community features to inform situational awareness.

Community-led initiative: Emergency Food Plan for Thunder Bay: The Emergency Food Plan for Thunder Bay is a collaborative civil society development, led by the Thunder Bay + Area Food Strategy, to complement the City of Thunder Bay's Emergency Plan. The Emergency Food Plan addresses the challenges related to food access and its impacts on health and wellbeing during emergency events, with a particular focus on vulnerable populations. The plan does this through identifying potential hazards and risks to food access so to enable better preparation and response in the event of an emergency.

Non-governmental organization-led initiative: Team Rubicon Canada in Northern Ontario: Team Rubicon Canada is a veteran-led humanitarian organization that serves communities before, during and after disasters and crises. In May 2023, Team Rubicon Canada supported the provincial response to a critical flooding situation in northern Ontario by rapidly mobilizing a team of volunteers to the community to gather necessary information and intelligence. Their collaborative, quick and skilled deployment supported strategic next steps and tactics to support the community when they needed it most.



Appendix: Key progress on the goals and actions in the Provincial Emergency Management Strategy and Action Plan

Goal 1 – One window for all Ontarians

Strengthen Ontario's governance and accountability by establishing an action-oriented one window for provincial emergency management coordination

- Strengthened provincial emergency management coordination and response, including whole-of-government planning for respiratory illness, flood and wildland fire season.
- Enhanced provincial governance and accountability through planning, information sharing and collaboration across provincial ministries on key, topical and emerging emergency management issues, risks, hazards and strategies through the Deputy Ministers Steering Committee on Emergency Management and the Cabinet Committee on Emergency Management.
- Connected cyber security experts and partners to advance emergency management and cyber security approaches in Ontario through distributing resources to partners and through a joint roundtable hosted by Emergency Management Ontario and the Ministry of Public and Business Service Delivery in July 2023.
- Strengthened operational planning for emergency management in Ontario by facilitating two after-action report sessions in Cochrane and Thunder Bay following the 2023 flood and wildland fire seasons.
- Collaborated across provinces and territories, federally and internationally on emergency management, including:
 - Collaborating with federal, provincial and territorial governments on approaches and strategies for emergency management across the country.
 - Participating in the Radiological Assessment System for Consequence Analysis Summit designed to support and enhance cross-border nuclear emergency response.
 - Advancing relationships with partners in the US including the Federal Emergency Management Agency through opportunities for mutual collaboration and growth.

- Began work with Indigenous Services Canada to move towards multilateral emergency management service agreements with First Nations partners, to position First Nations communities as equal partners in emergency management, support their self-determination rights and ensure culturally appropriate and equitable emergency services.

Ensure the unique needs of vulnerable populations are considered throughout the emergency management cycle

- Developed the First Nations evacuation decision support tool, which provides First Nations communities with steps for consideration on whether to stay and shelter in place or evacuate during an emergency.
- Formed the Basic Emergency Management Advisory Group, including representatives from First Nations organizations, to make emergency management training for emergency management personnel more culturally appropriate and relevant for Indigenous partners.

Increase clarity of Ontario's emergency management approach and structure and reduce administrative burden for emergency management partners

- Coordinated across provincial ministries to support readiness and monitoring for seasonal respiratory illness for the health and non-health sectors.
- Reviewed emergency management program evaluation approaches to explore opportunities to improve the quality of emergency management programs across Ontario.
- Reduced administrative burden on ministries and municipalities by providing resources to support meeting annual exercise and other emergency management program requirements.

Goal 2 – Proactive planning and monitoring

Use data and knowledge to inform emergency management decisions

- Implemented digital modernization efforts to enhance coordination, situational awareness, decision making and transparency with partners and Ontarians including:
 - Developed the first-ever profiles of Ontario's unincorporated areas for local and provincial emergency management partners.
 - Created an online Situational Awareness Portal, which is a new paperless incident notification and management system, that will enhance effectiveness and drive efficiency by providing access to near real-time situational awareness for emergency management partners.
- Established a First Nations All Hazards Working Group, co-led by the First Nations Emergency Response Association, focused on integrating Traditional Ecological Knowledge in emergency management practices that support communities in becoming more resilient before, during and after emergencies.

Proactively identify the likelihood and impact of risks in the province

- Continued planning to renew the Hazard Identification and Risk Assessment program in 2024 to inform provincial hazard preparedness, monitoring and response efforts and increase resiliency.

Identify, support and develop provincial capabilities for top provincial hazards

- Identified provincial capabilities ready to deploy to support community responses to emergencies, including provincial team members and volunteers available within 48 hours through non-governmental organization partners.
- Implemented enhanced planning requirements for provincial ministries to identify, monitor and report to Emergency Management Ontario on emerging risks and hazards, and the readiness of the resources, goods and services needed to respond.
- Supported capacity building in critical resources (supplies, equipment, people) and strengthened supply chains related to pandemic and health emergency preparedness.
- Continued to lower supply chain risk and support economic development through ongoing strategies related to the provincial stockpile by Supply Ontario.

Develop support resources for emergency management partners

- Launched the “Exercise in a Box” program to support municipal and provincial ministry partners with conducting mandatory annual emergency exercises.
- Launched an agency instructor certification pilot to accredit more training course instructors and reduce administrative burden for partners.
- Continued to update emergency management courses, including working with First Nations partners to ensure materials are culturally appropriate.
- Launched refreshed and accessible public education materials during Emergency Preparedness Week for the public and emergency management partners.
- Developed and distributed resource materials on key topics, including emergency management and cyber security.
- Developed a centralized digital platform for Emergency Management Ontario and provincial ministries that includes resources, tools, supports and best practices for emergency management.



Goal 3 – Practiced and prepared emergency response

Implement a Provincial Exercise Program and review, update and create new provincial emergency response plans

- Facilitated, observed, and/or participated in 85 emergency exercises and drills.
- Launched the Provincial Exercise Program, which includes a multi-year plan to exercise, test and strengthen multi-sector emergency plans and whole-of-government emergency response.
- Led tabletop exercises in northern Ontario ahead of the 2023 flood and wildland fire seasons.
- Introduced the Nuclear Enhancement Program to help designated municipalities prepare for nuclear emergencies.
- Enhanced collaboration and coordination between provincial ministries related to continuity of government operations to ensure the rapid resumption of provincial time critical services during widespread disruptions.

Enhanced provincial surge capacity through Ontario Corps

- Announced \$110 million as part of the 2023 Ontario Budget to fund, train, coordinate and improve Ontario Corps and the province's emergency preparedness and response.
- Advanced work on establishing a northern hub pilot, which will provide a space for training, exercises and collaboration with partners as well as an Emergency Operations Centre.
- Partnered with non-governmental organizations to enhance capabilities to support emergency preparedness and response including building volunteer readiness across the province.
- Launched the Community Emergency Preparedness Grant to help communities and organizations purchase critical emergency equipment and supplies to enhance local emergency capacity and response.
- Established a provincial Incident Management Team ready to deploy to communities to support incident responses across the province now and in the future.



Treasury Board Secretariat

Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor

de la gestion des situations d'urgence
Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1200



April 15, 2024

Township of Wellington North

Dear Hurania Melgar - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 412 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2023, of which 405 were advised they appeared to satisfy their EMCPA requirements.
- Of the 7 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not designating an Emergency Information Officer;
 - CEMC did not complete training;
 - Not completing the annual MCEG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Brendan MacMullin

Email: brendan.macmullin@ontario.ca

Phone: 437-424-1214

Sincerely,

Heather Levecque
Assistant Deputy Minister and Chief, Emergency Management
Treasury Board Secretariat

cc: Mayor Andy Lennox

**PLANNING DEPARTMENT**

Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2

Email: planning.info@ugdsb.on.ca

Tel: 519-822-4420 ext.821 or Toll Free: 1-800-321-4025

11 April 2024

Township of Wellington North
7490 Sideroad 7 W P.O Box 125, Kenilworth
ON, N0G 2E0

Dear Karren Wallace - Director of Legislative Services/Clerk:

Re: 2023-24 Long Term Accommodation Plan (LTAP) Comprehensive Report

On April 9, 2024, the Upper Grand District School Board Trustees approved the 2023-24 Long Term Accommodation Plan (LTAP) Final Report. The Board is notifying its partners and stakeholders about this decision and has included you on this notification list consistent with Board Policies.

This year, Planning Department staff undertook a Comprehensive LTAP which provides a guideline for the next four to eight years. The last Comprehensive LTAP was completed in 2018.

Please visit the UGDSB [webpage](#) to view/download a copy of the report. We invite you to share this information with other members of your organization who may be interested in the Board's accommodation planning.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ruchika Angrish'.

Ruchika Angrish
Manager of Planning

PLN: 003

File Code: R14



PLANNING AND DEVELOPMENT DEPARTMENT
 ALDO L. SALIS, BES, MSc, RPP, MCIP, DIRECTOR
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COUNTY OF WELLINGTON

ADMINISTRATION CENTRE
 74 WOOLWICH STREET
 GUELPH ON N1H 3T9

March 28th, 2024

Wellington County Member Municipal CAO's

Dan Wilson, Township of Centre Wellington
 Rob Adams, Town of Erin
 Ian Roger, Township of Guelph/Eramosa
 Manny Baron, Township of Mapleton
 Chris Harrow, Town of Minto
 Courtenay Hoytfox, Township of Puslinch
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Good Day,

Please find attached to this letter a recent Planning Committee report that details the last year's residential development activity in Wellington.

This report provides insights into several different residential development metrics, including how many residential permits were issued across our County, the on-going diversification of our housing stock, and the total vacant residential unit supply that exists in Wellington. We are sharing this information with you as a resource to help inform discussions about housing in our community and to highlight the good work we are all doing as municipal governments to facilitate and approve our supply of housing.

We also wanted to take this time to recognize and thank your planning and building staff for their continued support in providing the information necessary to help make this kind of reporting happen.

Should you have any questions about the attached report or any other planning matter, please feel free to contact me. My staff and I are always prepared to meet with you and discuss matters of importance to your community.

Regards,

Aldo L. Salis, BES, MSc, RPP, MCIP
 Director of Planning and Development
 County of Wellington

c. Scott Wilson, CAO, County of Wellington



Committee Report

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
 Paul Barson, GIS Programme Manager
Date: Thursday, March 14, 2024
Subject: **2023 Residential Development Monitoring**

1.0 Purpose

The purpose of this report is to provide a year-end review of development applications and municipal building permit activity across the County, as well as provide a point-in-time check of the residential unit supply. The report provides an analysis of this information and an assessment of how the County is tracking to Provincial land supply obligations in the Provincial Planning Statement. This information will serve as a resource to service data needs and provide an update to Planning Committee and Council on development trends in the County. Moving forward, Staff plan to provide this report on an annual basis. Attached in Appendix A is an Infographic which summarizes some of the 2023 statistics discussed in this report.

It is important to note that this report focuses on market housing at this time. Wellington County's Housing Services Division has detailed reporting on social and affordable housing creation outlined in their 10-year Housing and Homelessness Plan and Annual update reports. We will be working with the Housing Services Division to develop an affordable housing component for this report which supports their work, is meaningful to our member municipalities and is reflective of Provincial planning policy changes related to affordable housing.

2.0 Background

One of the Planning and Development Department's core functions is to continuously monitor building permit activity and development applications. This tracking helps the County monitor trends, support information requests, and populate land inventories used in long range planning and forecasting. Over the years, Planning Staff have reported to Planning Committee on this information in various ways and at differing time intervals, depending on project needs or direction. For Example, this information has come through reports on the Residential Inventory Reports and Performance Measures submissions.

Planning Staff maintain a real time Residential Inventory, which tracks the potential supply of vacant residential units across the County. The Inventory was initially developed over 20 years ago to assist County planning staff and consultants with population and household forecasting exercises. The Inventory evolved over the years in response to the greater need to track growth and Provincial policy direction and today has a wider range of uses. The principal use of the Inventory continues to be input into population and household growth forecasts.

Staff also prepares an annual Performance Measures report which provides information on agricultural land loss and residential building permit activity across the County. Staff have been providing this report to Planning Committee since 2000, as an input into the Treasury Department's Financial

Information Return submitted to the Province annually. Moving forward building permit information will not be contained in the annual Performance Measures Report because our Member Municipalities report this information to the Province. A modified Performance Measure report will continue to be provided to the Planning Committee to track agricultural land change across the County.

3.0 Residential Inventory

The Residential Inventory is a GIS (Geographic Information System) database containing information about the vacant residential land and unit supply in the County. It includes residential supply data for both the urban and rural systems. The potential unit supply is derived from submitted development applications, pre-consultations, and best practice assumptions (vacant lands). This inventory is updated in real time and allows the Planning Department to track potential residential unit supply, track build out, estimate unit timing, and monitor Provincial residential supply obligations.

It is important to note that none of the expansion lands that were subject to the Provincial modifications of Official Plan Amendment 119 are included in the supply, neither are the updated supply counts for the Fergus South Secondary Plan Area or any lands Designated Future Development. Once these matters are finalized, they will be incorporated into the supply and are anticipated to have an upward impact on unit supply and unit mix.

Supply Categories

County Planning Staff track local and County development applications. Generally, as applications move across the supply categories from vacant to registered units, the supply becomes more certain and the availability of the units more imminent.

Table 1 – Residential Supply Categories

Category	Description
Vacant Designated	Unit potential on vacant designated Residential lands that are not subject to planning applications, and potential urban and rural consents.
Applications Under Review	Potential units in planning applications located on residential lands that are under review.
Draft Approved or Provisional	Units in draft approved plans of condominium or subdivision; or applications that are provisionally approved by the Director of Planning and/or Committees/Councils.
Registered	Potential units in registered plans of subdivision. Vacant lots of record i.e. infill lots in urban areas, vacant sites zoned for multi-residential development and vacant lots in the countryside that are 10 acres or less in area.

Housing Classification Summary

Within the Residential Inventory the County tracks available unit supply across inventory records throughout the County. Below is a summary of how the County classifies housing structures in the Residential Inventory. The housing structure types have been categorized to align with Statistics Canada housing data and is consistent with the Provincial Land Needs Assessment (LNA) methodology for the Greater Golden Horseshoe, 2020. The County tracks potential units across the Low, Medium, and High-density categories.

Table 2 – Housing Density Classification Summary

Housing Type	Density Category
Single-Detached	Low
Semi-Detached	Low
Duplexes, Triplexes, fourplexes	Medium
Row/Townhouses/Stacked Townhomes	Medium
Apartments*	High

*Additional Residential Units (ARUs) are classified as high density; however the inventory does not track potential creation of these units given the irregularity in uptake. Building Permit analysis tracks the actual construction of ARUs across the County and is discussed later in this report.

4.0 Provincial Policy Statement (PPS) Requirements

Section 1.4.1 of the PPS directs planning authorities to provide for an appropriate range and mix of housing options and densities. This includes maintaining at all times the ability to accommodate long-term residential growth for a minimum of 15 years and short-term residential growth for a minimum of 3 years. This section measures the County’s ability to meet these requirements.

Short-Term (3-Year) Supply

The PPS requires municipalities to maintain at all times a minimum three-year supply of residential land, appropriately zoned to accommodate residential intensification or redevelopment and lands in draft approved and registered plans of subdivision. This land is readily available to the market to meet new housing demand without any major servicing constraints. The short-term residential land supply includes lands within the Draft Approved and Registered categories.

As depicted in Table 3 below, as of December 31, 2023, approximately 5,711 residential units are currently zoned for residential purposes across the Registered and Draft Approved supply categories in the urban and rural areas. This represents an approximate 8-year supply of units based on the total forecasted annual 730 units/year needed across the County to meet the total 2051 household forecast from 2021.

Looking at the urban supply of units only, there are approximately 5,114 units across the Registered and Draft Approved supply categories. This represents an approximate 8-year supply of units based on an annual of 657 units/year needed to meet the 2051 urban household forecast. A further analysis of the urban short-term supply shows approximately 543 units (11%) are located within the Built Boundary (BB) of the County’s urban centres and, 4,571 units (89%) located in the Designated Greenfield Area (DGA). A larger share of growth occurring in the DGA is not unexpected and aligns with the findings in our growth management work. The unit mix of the urban supply is skewed towards lower density unit types such as single and semi-detached units at 60%, while we see approximately 29% in the medium density category and 11% in the high-density category.

The County of Wellington currently exceeds the 3-year unit supply requirement of the Provincial Policy Statement for Draft Approved and Registered units.

Table 3 - Short-Term Vacant Residential Unit Supply in Wellington County, December 31, 2023

(Source: County of Wellington Residential Inventory, Building Permit Database)

Status and Unit Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Units
Draft Approved	73	3,345	3,418	190	3,608
<i>Low</i>	38	2,125	2,163	190	2,353
<i>Medium</i>	35	1137	1,172	0	1,172
<i>High</i>	0	83	83	0	83
Registered	470	1,226	1,696	407	2,103
<i>Low</i>	168	519	687	399	1,086
<i>Medium</i>	89	403	492	0	492
<i>High</i>	213	304	517	8	525
County Total	543	4,571	5,114	597	5,711
(%)	11%	89%	90%	10%	100%

Long-Term (15-Year) Supply

The PPS requires municipalities to maintain at all times the ability to accommodate residential growth for a minimum of 15 years. Growth is to be accommodated through residential intensification, redevelopment, and if necessary, lands that are designated and available for residential development. In our case, the long-term residential land supply includes lands across all of the Residential Inventory supply categories.

The term designated and available is a defined term in the PPS as:

“means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g. secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be designated and available for the purposes of this definition.”

For purposes of the PPS definition of “designated and available”, the County generally includes lands that are vacant and designated for residential development in the long-term supply. Much of the long-term supply is included in the designated greenfield area and requires more detailed planning applications to support residential build out. Additional lands included in the supply are vacant and underutilized sites that have the potential to accommodate future residential development within the built boundary.

As depicted in Table 4 below, as of December 31, 2023, approximately 13,883 residential units are available over the long term in the urban and rural areas. This represents approximately a 19-year supply of residential units available through residential intensification, redevelopment, and lands designated and available for residential development based on the total forecasted annual 730 units/year needed across the County to meet the total 2051 household forecast from 2021.

Looking at the urban supply only, there are approximately 12,898 units available in the long-term supply. This represents an approximate 20-year supply of units based on an annual 657 units/year needed to meet the 2051 urban household forecast. Further analysis of the urban unit supply shows approximately 1,866 units (14%) are accommodated within built boundaries (BB) of urban centres in the County and 11,032 (86%) are accommodated in the County's Designated Greenfield area (DGA). The unit mix of the long-term urban supply is skewed towards lower density unit types such as single and semi-detached units at 62%, while we see approximately 27% in the medium density category and 10% in the high-density category.

The County of Wellington's long-term supply exceeds the 15-year supply requirement of the Provincial Policy Statement.

Table 4- Long-Term Vacant Residential Unit Supply in Wellington County, December 31, 2023

(Source: Wellington County Residential Inventory, Building Permit Database)

Status and Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Unit Potential
Vacant Designated	609	3,549	4,158	338	4,496
<i>Low</i>	378	2,581	2,959	338	3,297
<i>Medium</i>	197	631	828	0	828
<i>High</i>	34	337	371	0	371
Application Under Review	714	2,912	3,626	50	3,676
<i>Low</i>	252	1,609	1,861	50	1,911
<i>Medium</i>	166	1,128	1,294	0	1,294
<i>High</i>	296	175	471	0	471
Draft Approved	73	3,345	3,418	190	3,608
<i>Low</i>	38	2,125	2,163	190	2,353
<i>Medium</i>	35	1,137	1,172	0	1,172
<i>High</i>	0	83	83	0	83
Registered	470	1,226	1,696	407	2,103
<i>Low</i>	168	519	687	399	1,086
<i>Medium</i>	89	403	492	0	492
<i>High</i>	213	304	517	8	525
County Total	1,866	11,032	12,898	985	13,883
(%)	14%	86%	93%	7%	100%

5.0 2051 Household Forecast Comparison

The County of Wellington is in the outer ring of A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019. Through the Growth Plan, the Province has forecasted and allocated population and household growth to the County until 2051. The County is required to meet these Provincial forecasts and we recently completed a series of growth management studies to allocate this growth to our member municipalities and identify long-term land needs. As part of the Planning Department's regular monitoring, we compare our vacant unit supply and building permit data to our long-term forecast to see how housing growth is tracking.

Chart 1 - Long-Term Housing Forecast Comparison

(Source: Wellington County Residential Inventory, Building Permit Database & Growth Tracking Model)



Looking at Chart 1 above, we see that housing development trends since 2016 have tracked relatively well to forecasted housing growth. This trend continued in 2023 where we achieved 37,860 total housing units which is on track with the forecast. When we compare the County's total build out potential (existing units + vacant unit supply) against the long term 2051 household forecast, we see that we currently have enough supply available to sustain growth until approximately 2041.

It is important to note that additional unit supply will be added to the Residential Inventory through upcoming urban boundary expansions to satisfy recommendations of the County's land needs assessment. These expansions are intended to make enough land available for the County to meet its 2051 population and household forecasts as required by the Provincial Growth Plan.

6.0 Subdivision and Condominium Applications

The County of Wellington is an Upper-tier Municipality and is the approval authority for all subdivision and condominium applications in the County. Subdivision and condominium applications are the primary driver of new unit supply in our Residential Inventory and building permit tracking and provide a good indication of unit supply and mix that will be available in the future. It is important to note while the County approves these applications member municipalities are instrumental in the consultation, review, and final design of these developments.

The County's Residential Inventory includes all active residential subdivision and condominium applications, the table below provides a snapshot of applications the County received in 2022 and 2023 and outlines their inventory status as of December 31, 2023, as well as the number of proposed units.

Table 5 - 2022 & 2023 Subdivision and Condominium Applications, December 31, 2023

(Source: Wellington County applications)

Year	Application	Municipality	Inventory Status	Units			Total	
				LOW	MED	HIGH		
2022	23T-22001**	Centre Wellington	Draft Approved	-	-	-	-	
	23T-22002	Erin	App. Under Review	197	91		288	
	23T-22003	Erin	App. Under Review	194			194	
	23T-22004	Erin	App. Under Review	215	225		440	
	23T-22005	Centre Wellington	App. Under Review	155	131		286	
	23T-22006	Wellington North	Draft Approved		35		35	
	23CD-22001**	Centre Wellington	Draft Approved	118			118	
	23CD-22002	Centre Wellington	Registered			136	136 (b)	
	23CD-22003	Centre Wellington	App. Under Review	12	37		49	
	Total				891	519	136	1,546
	Total Unit Mix Percentage (%)				58%	34%	8%	100%
	Rural Unit Total							118
2023	23T-23001	Wellington North	App. Under Review		34		34	
	23T-23002**	Puslinch	App. Under Review	23			23	
	23T-23003	Erin	App. Under Review	445	353		798	
	23T-23004	Guelph-Eramosa	App. Under Review	4			4	
	23T-23005**	Centre Wellington	App. Under Review	107			107	
	23T-23006**	Guelph-Eramosa	App. Under Review	16			16	
	23CD-23002	Minto	Draft approved		10		10(b)	
	23CD-23003	Centre Wellington	App. Under Review			45	45	
	23CD-23004	Centre Wellington	App. Under Review			32	32	
	23CD-23005	Centre Wellington	App. Under Review		31		31	
	Total				595	428	77	1,090
	Total Unit Mix Percentage (%)				54%	39%	7%	100%
Rural Unit Total							146	

*(b) represents units that have had building permits issued.

**Applications in the Rural Area

Residential application levels were stable between 2022 and 2023 with the County receiving a total of 9 subdivision and condominium applications in 2022 and 10 in 2023. While application levels remained consistent, the total number of residential units across the applications decreased in 2023 by 456 units. Despite this decrease we observed an increase in the percentage of units in the medium density category (e.g. townhomes) with a corresponding decrease in the number of units being created in the low-density category. When comparing the 2022 and 2023 unit mix against the Long-term vacant supply unit mix, we are seeing a much stronger presence of medium density development proposed.

7.0 Residential Building Permit Activity

Between 2008-2023, Member Municipalities have issued building permits for the creation of approximately 7,617 residential units. This represents an annual average of 476 units/ year. The highest number of residential units achieved in this timeframe was in 2022 with 853 permits issued. In 2023 we saw 592 residential building permits issued. As noted above, our recent growth management work forecasted an average of 730 residential units annually from 2021 to achieve our forecasted household targets for 2051.

Table 6 - Residential Units Issued Through Building Permits, In Wellington between 2008-2023

(Source: County of Wellington Building Permit Database)

Year	Single	Semi	Medium	High	Total
2008	332	10	38	12	392
2009	182	10	31	55	278
2010	205	8	23	58	294
2011	221	24	22	77	344
2012	256	14	37	93	400
2013	172	12	36	30	250
2014	216	6	49	55	326
2015	290	6	59	76	431
2016	419	0	147	99	665
2017	410	16	105	20	551
2018	258	19	46	36	359
2019	390	20	125	37	572
2020	342	20	57	79	498
2021	381	77	132	224	814
2022	481	110	178	84	853
2023	254	103	197	38	592
Total	4,809	455	1,282	1,073	7,619

When we analyze the historical building permit information, we see that approximately 70% of the units built since 2008 were low density units, with approximately 30% falling into the medium and high-density building typologies. However, if we look at more recent horizon between 2021-2023, we are seeing a shift in building permits toward a denser building typology with 62% of units considered low density and 38% considered to be in the medium and high-density categories. Our expectation is to continue to see a shift towards more dense forms of housing in the County resulting in a more diversified housing stock.

Table 7 below provides a more detailed look at the 2023 residential building permits and a breakdown of type of development and where it occurred. As expected, most of the residential permits 504 or 85% were issued in an urban setting with 88 or 15% issued in the rural area. The unit mix of the urban permits continued to see a shift towards the denser building typologies, with 357 (58%) low density, 197 (39%) medium density, and 38 (8%) high density permits issued.

An important assessment of the 2023 urban building permits is how the County is tracking towards its residential intensification target of 20%. The intensification target is measured based on the number of residential units locating annually within the identified built-up area delineated in our primary urban centres. In 2023, the County achieved its residential intensification target with 183 or 31% of all residential permits issued within the identified built boundary of our primary urban centres.

Table 7 - 2023 Residential Building Permits

(Source: County of Wellington Building Permit Database)

Municipality and Density Category	Permits Issued in the Built Boundary (BB)	Permits issued in the Designated Greenfield Area (DGA)	Total Urban Unit Permits	Total Rural Unit Permits	Total Permits
Centre Wellington	24	236	260	8	268
<i>Low</i>	6	160	166	8	174
<i>Medium</i>	18	76	94	0	94
<i>High</i>	0	0	0	0	0
Town of Erin	0	1	1	16	17
<i>Low</i>	0	1	1	16	17
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Guelph/Eramosa	1	0	1	16	17
<i>Low</i>	1	0	1	16	17
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Mapleton	1	4	5	16	21
<i>Low</i>	1	4	5	16	21
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Town of Minto	3	15	18	7	25
<i>Low</i>	3	9	12	7	19
<i>Medium</i>	0	6	6	0	6
<i>High</i>	0	0	0	0	0
Wellington North	154	65	219	14	233
<i>Low</i>	37	47	84	14	98
<i>Medium</i>	79	18	97	0	97
<i>High</i>	38	0	38	0	38
Puslinch	0	0	0	11	11
<i>Low</i>	0	0	0	11	11
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
County Total	183	321	504	88	592
<i>Low</i>	48	221	269	88	357
<i>Medium</i>	97	100	197	0	197
<i>High</i>	38	0	38	0	38

Additional Residential Units (ARUs)

The County Official Plan has been continually updated to align with the most current Provincial policy changes related to the establishment of ARUs on residential properties. Currently the Official Plan permits up to two ARUs on a property containing a single detached dwelling, semi-detached dwelling or rowhouse in the urban or rural areas, subject to meeting specific criteria and municipal zoning provisions. Permissions for ARUs have been in the County Official Plan since June 2016 and modified to keep current with legislative changes related to ARUs.

Table 8 below outlines County tracking of ARUs through building permit data supplied by our member municipalities. Since 2016, building permit tracking related to ARUs has shown 322 permits have been issued in the County. County tracking only accounts for ARUs that are identified through municipal permitting and may therefore undercount the actual amount of ARUs that exist in our communities.

Table 8 - Additional Residential Units Created In Wellington between 2016-2023

(Source: County of Wellington Building Permit Database)

Year	2016	2017	2018	2019	2020	2021	2022	2023	Total
Centre Wellington	19	31	28	26	27	20	29	48	228
<i>Urban</i>	18	29	27	25	23	13	22	36	193
<i>Rural</i>	1	2	1	1	4	7	7	12	35
Erin	2	2	1	0	1	0	0	0	6
<i>Urban</i>	0	0	0	0	0	0	0	0	0
<i>Rural</i>	2	2	1	0	1	0	0	0	6
Guelph/Eramosa	1	2	1	4	3	4	12	5	32
<i>Urban</i>	1	0	0	0	1	0	4	1	7
<i>Rural</i>	0	2	1	4	2	4	8	4	25
Mapleton	0	0	2	0	0	1	2	12	17
<i>Urban</i>	0	0	2	0	0	0	0	0	2
<i>Rural</i>	0	0	0	0	0	1	2	12	15
Minto	1	1	0	1	1	4	3	1	12
<i>Urban</i>	1	1	0	1	1	2	3	1	10
<i>Rural</i>	0	0	0	0	0	2	0	0	2
Puslinch	0	1	0	0	2	0	0	0	3
<i>Urban</i>	0	0	0	0	0	0	0	0	0
<i>Rural</i>	0	1	0	0	2	0	0	0	3
Wellington North	1	1	1	0	0	7	6	8	24
<i>Urban</i>	1	1	1	0	0	5	3	5	16
<i>Rural</i>	0	0	0	0	0	2	3	3	8
County Total	24	38	33	31	34	36	52	74	322
<i>Urban</i>	21	31	30	26	25	20	32	43	228
<i>Rural</i>	3	7	3	5	9	16	20	31	94

In 2023 permits for 74 Additional Residential Units were issued in the County. In reviewing the ARU building permit data, we see that there has been a consistent level of interest in ARU construction since 2016 with an average of 40 permits per year. Interestingly, we note that there has been an increase of ARU construction in the rural area since 2021. This is likely related to several factors including, municipal implementation of the ARU provisions in zoning, the pandemic, affordability, and recent attention by the Provincial Government related to this form of housing.

8.0 Summary

Based on the above analysis for 2023, the County:

- 1) Has a supply of approximately 13,883 vacant residential units across the Residential Inventory.
- 2) Has 5,711 vacant units in the Draft Approved and Registered applications.
- 3) Has enough land designated for residential growth to meet the 3-year and 15-year supply as required by Section 1.4.1 of the Provincial Policy Statement, 2020.
- 4) Received 6 subdivision and 4 condominium applications proposing 1,090 residential units.
- 5) Had 592 residential building permits issued by our member municipalities with a unit mix of 357 (60%) low density, 197 (33%) medium density and 38 (6%) high density building types. While low density housing was still strong the 2023 permits continued the trend towards more dense forms of housing consistent with recent years.
- 6) Had 74 permits issued by our member municipalities for Additional Residential units. This is approximately 322 Additional Residential Units constructed in the County since 2016.
- 7) Achieved its 20% intensification with member municipalities issuing 31% of all building permits (183 permits in total) within the Built Boundaries of our primary urban centres.

9.0 Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Remain open and transparent in its decision-making processes.

10.0 Recommendation:

That the 2023 Residential Development Monitoring Report be received for information.

That the County Clerk circulate this report to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard, B. URPL, MCIP, RPP
Senior Policy Planner



Paul Barson
GIS Programme Manager

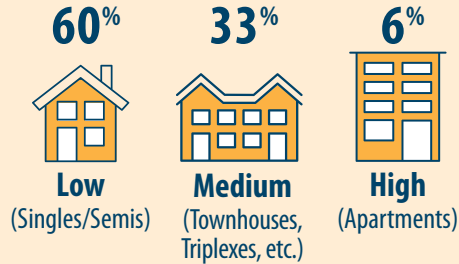
Appendix A 2023 Residential Highlights Infographic

Building Permits



592 2023 Residential Building Permit issued

Unit mix of permits



74 2023 Additional Residential Unit Permits issued



322 Additional Residential units constructed since 2016

20% Annual intensification target met **31%** of 2023 permit issued in the Built Boundary.



Residential Supply



13,883

Total # of units in Residential supply

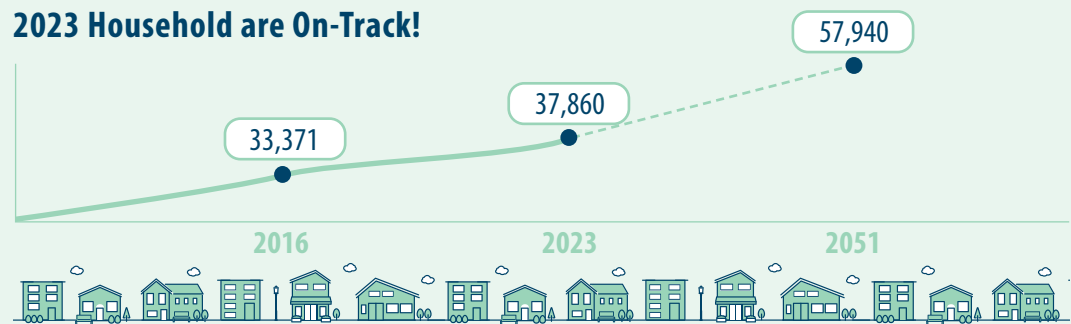
	Provincial Policy Requirement	Wellington County Supply	Target Met
3 Year supply	2,190	5,711	✓
15 Year supply	10,950	13,883	✓

*730 units required annually from 2021 to 2051 to achieve 2051 household forecast.

Long Range Housing Forecast



2023 Household are On-Track!





KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 12, 2024

Wellington County
Member Municipality Clerks

Amanda Knight, Township of Guelph/Eramosa
Nicole Cardow, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Larry Wheeler, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington
Courtenay Hoytfox, Township of Puslinch

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annilene@town.minto.on.ca
kwallace@wellington-north.com
choytfox@puslinch.ca

Good afternoon,

At its meeting held April 11, 2024 the Planning Committee approved the following recommendation:

That the County Official Plan Review - Housing Focused: A Housing Policy Review in Wellington County report be received for information; and

That the County Clerk circulate this report to member municipalities for information.

It is requested that all feedback be submitted **no later than May 31, 2024.**

Please find enclosed the County Official Plan Review – Housing Focused: A Housing Policy Review in Wellington County report.

Should you have any questions, please contact Jameson Pickard, Senior Policy Planner at jamesonp@wellington.ca.

Sincerely,

Kim Courts
Deputy Clerk



Committee Report

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, April 11, 2024
Subject: **County Official Plan Review - Housing Focused: A Housing Policy Review in Wellington County**



PLANWELL

1.0 Purpose:

Planning Staff have prepared the attached document, “Housing Focused: A Housing Policy Review in Wellington County” with the intent of applying a housing-focused lens to the development policies in the Official Plan. The document identifies policy options that could be considered in the County Official Plan and facilitates a discussion about the future of housing policy in Wellington.

2.0 Housing Focused: A Housing Policy Review in Wellington County

The attached document provides a summary of the land use planning policy framework that applies to housing development in Wellington County and provides a series of policy options the County could pursue to update the Official Plan. Planning Staff have identified four broad themes in Provincial policy to help frame these directives and root them in sound planning policy. These themes include:

- Meeting long-term housing demand
- Providing an appropriate mix of housing options
- Intensification and Compatibility of development
- Support the efficient use of land and municipal services.

The document also offers some housing-focused suggestions to our member municipalities to consider in their local planning documents and lays out a series of questions to help generate feedback.

3.0 Consultation and Feedback

This report will be circulated to our member municipalities and posted on the Official Plan Review webpage for comment and feedback. Comments received will be compiled into a summary report and used to help inform a future Official Plan Amendment that updates the housing policies of the Official Plan. Formal policy changes will be presented and consulted on through the Official Plan Amendment review and approval process.

Planning staff are open to hearing feedback on the options discussed in the report as well as other policy options and ideas that could be pursued to help support housing development in Wellington.

We are asking that all feedback be submitted no later than May 31st, 2024.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Continue working to ensure all County residents have a safe place they can call home.

Recommendation:

That the County Official Plan Review - Housing Focused: A Housing Policy Review in Wellington County report be received for information.

That the County Clerk circulate this report to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard, B. URPL, MCIP, RPP
Senior Policy Planner



Housing Focused: A Housing Policy Review in Wellington County

April 11th, 2024

Prepared by: Wellington County Planning Department



Executive Summary

The County of Wellington is facing increased challenges related to housing. This includes challenges like affording a home or having access to the right type of home based on your current needs. The cause of these challenges cannot be solely attributed to just one thing, or one level of government or industry, but rather a series of compounding factors which come together when dealing with housing.

The County Official Plan and local planning documents have a significant role in guiding housing decisions in Wellington. Historically, planning policy has disproportionately supported low density development and the preservation of existing neighbourhoods over increased density in the County. This approach has resulted in approximately 70% of all new housing development in the County to be in the form of low-density dwellings since 2008. For our communities to remain resilient and supportive of a diversity of needs, our approach to housing needs to change. Establishing a framework that more equitably supports a broader housing mix, tenures and affordability will ensure that County policies are supporting a range of housing solutions.

This report provides an overview of the land use planning policy framework in the County of Wellington and applies a housing focused lens on the County's land use planning policies. Through this perspective several housing supportive policy recommendations for the County Official Plan are presented, as well as suggestions for our member municipalities focused on the following themes:

- Meeting long-term housing demand
- Providing an appropriate mix of housing options
- Intensification and compatibility of development
- Supporting the efficient use of land and Municipal services.

The goal of this document is to identify helpful land use planning policy changes related to housing within the County's control. These recommendations and suggestions are a necessary step in addressing the housing crisis but will not in and of themselves solve the problem. Federal and Provincial governments, as well as the development industry and the public have crucial roles to play in bringing housing to market.

Table of Contents

1. Planning Framework

- a. Provincial Policy
- b. County of Wellington Official Plan
- c. Local Official Plans
- d. Local Zoning By-Laws

2. Housing Focused Policy Options

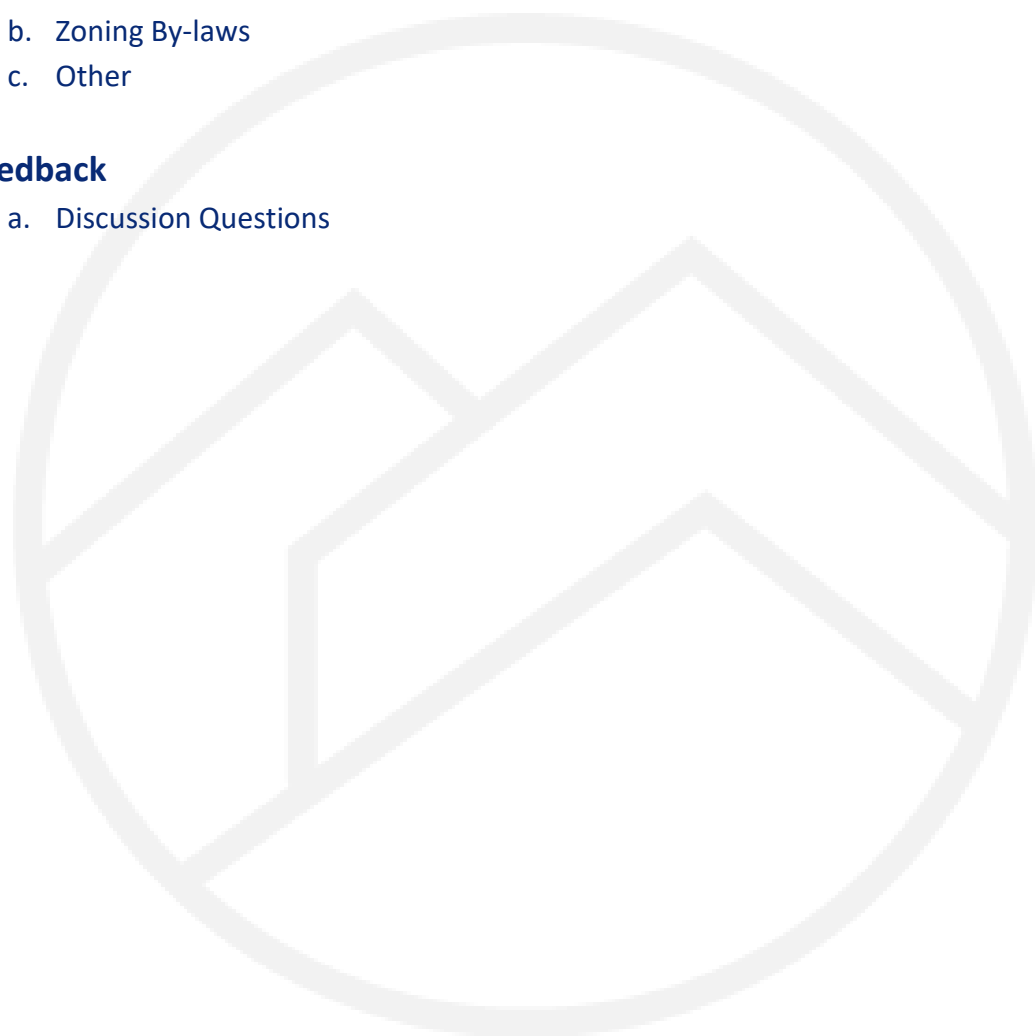
- a. Meeting the Long-term Housing Demand
- b. Providing an Appropriate Mix of Housing Options
- c. Intensification and Compatibility of Development
- d. Support the Efficient Use of Land and Municipal Services

3. Local Planning Recommendations

- a. Local Official Plans
- b. Zoning By-laws
- c. Other

4. Feedback

- a. Discussion Questions



Planning Framework

Decisions related to new housing development in the County of Wellington are required to be consistent with or conform to the different planning policies that apply within Wellington. This section provides an overview of the current planning policy framework in the County affecting new housing development.

Provincial Policy Direction

In the County, the Province's housing policy framework is primarily delivered through the Planning Act and land use plans such as the Provincial Policy Statement, 2020 (PPS) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow) 2019.

The Planning Act is the foundation of planning in Ontario, as it identifies matters of Provincial interest related to land use planning and establishes important statutory processes essential for the implementation of the provincial policy framework. However, most of the detailed provincial policy direction related to provincial objectives, including housing, come through the PPS and A Place to Grow.

The PPS is the primary Provincial land use planning policy document, applying across Ontario. A Place to Grow is a growth plan that provides a more detailed framework for where and how growth should be accommodated in the Greater Golden Horseshoe. In terms of housing policy, both policy documents aim to support the achievement of livable communities, a thriving economy, a clean and healthy environment, and social equity, improving the quality of life for all Ontarians. The PPS achieves this through specific policy directives to planning authorities including:

- maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment;
- provide for an appropriate range and mix of housing options to meet projected market-based and affordable housing needs;
- promote densities for new housing which efficiently use land, resources, infrastructure and public facilities;
- establish and implement minimum targets for the provision of housing which is affordable to low- and moderate-income households and which aligns with applicable housing and homelessness plans;
- permit and facilitate all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements, as well as all types of residential intensification including additional residential units and redevelopment.

A Place to Grow builds upon the policy foundation provided by the PPS and provides additional and more specific land use planning policies to address housing in the Greater Golden Horseshoe. In particular, the plan:

- Places the responsibility of housing with upper-tier Municipalities in consultation with member municipalities;
- Establishes a planning horizon of 2051 for planning authorities to plan to;
- Allocates specific population, household, and employment forecasts to the County;
- Establishes an intensification first approach and sets out a detailed growth structure with specific intensification and density targets for planning authorities to achieve;
- Provides direction to planning authorities to support housing choice through intensification and identifying a diverse range and mix of housing options.

County of Wellington Official Plan

The County of Wellington Official Plan is the main land use planning policy document in Wellington that influences housing development and implements the Provincial land use policy framework locally. The County Official Plan applies across Wellington and serves as the local Official Plan for five of the seven Member Municipalities in the County and offers specific policy sections that cater to local needs. Centre Wellington and the Town of Erin have their own official plans and are discussed in the following section.

Housing policy contained in the County Official Plan needs to be updated to reflect new Provincial policy. The County is currently undertaking an Official Plan Review to revise the Official Plan, including its housing policies. While dated, the housing policies in the Plan were innovative for the time and still provide a solid framework to build upon. This document is intended to articulate specific policy directions that will guide policy development to align with new Provincial policy direction and support the County's long-term housing needs.

Local Official Plans

As noted above the Township of Centre Wellington and the Town of Erin both have local official plans in place. These official plans in some instances closely resemble the County Official Plan but generally provide a series of policy directions that are tailored to respond to the local context and needs. Each of these plans require various levels of updating to address Provincial and County policy direction related to housing. Once the County is completed its Official Plan Review Centre Wellington and Erin will be required to update their plans to conform to the County planning policies.

Local Zoning by-laws

Member municipalities within the County each have their own Comprehensive Zoning by-laws which govern housing development. The zoning provisions authorize specific types of uses and built forms on properties and dictate standards which development must meet to be allowed to proceed. These documents play a crucial role in determining if certain forms of housing can be built as of right or if planning approvals are necessary to allow different forms of housing on a property. Updates to the various municipal zoning by-laws in the County will be required to implement the housing policy direction of the Province, County and local municipalities.



Housing Focused Policy Directions

The following section identifies several housing focused policy directions for the County Official Plan, that if implemented will help the County meet its housing objectives and support the diverse needs of our communities. Planning Staff have identified 4 broad themes in Provincial policy to help frame these policy directives and root them in sound planning policy. These themes include the following:

- Meeting long-term housing demand
- Providing an appropriate mix of housing options
- Compatibility of development and intensification
- Support efficient use of land and services.

Meeting the Long-term Housing Demand	
Policy Direction	Policy Impacts
Make enough land available to meet the 2051 Planning forecast	<ul style="list-style-type: none"> • Implement Urban Centre boundary expansion recommendations from the County's Land Needs Assessment.
	<ul style="list-style-type: none"> • Develop clear policy in the Plan which commits to monitoring and updating residential land supply.
	<ul style="list-style-type: none"> • Review the rural growth policies to ensure appropriate rural growth can continue to be provided.

Providing an Appropriate Mix of Housing Options	
Policy Direction	Policy Impacts
Supports a wider range of housing options	<ul style="list-style-type: none"> • Revise language in the Plan that currently places priority on low density housing development.
	<ul style="list-style-type: none"> • Introduce a new multi-unit building definition to the Plan which can take many forms (ex. Apartments, Stacked Townhomes, back-to-back townhomes, etc.)
	<ul style="list-style-type: none"> • Identify the Residential Transition Area designation as strategic growth areas for compatible medium/high-density residential and mixed-use buildings. Service commercial uses would continue to be permitted.
	<ul style="list-style-type: none"> • Introduce policies in the plan that clarify housing mix includes a range of unit sizes, tenures and built forms.
	<ul style="list-style-type: none"> • Update County policies to clearly articulate and facilitate mixed-use development in highway commercial and central business district designations.
Better support Community Housing and Affordable Housing	<ul style="list-style-type: none"> • Revise the "Special Needs housing" policies in the Plan to better capture community housing uses –

	emergency shelters, shelters, group homes, transitional housing etc. Clearly permit these uses in all Residential and appropriate Commercial designations.
	<ul style="list-style-type: none"> Introduce policies into the plan that identify inclusionary zoning as a tool that can be used to support affordable housing and outline steps for its use if a future Provincial policy environment would allow the County/ Member municipalities to implement this framework.
	<ul style="list-style-type: none"> Introduce new condominium conversion policies into the plan to prevent the demolition and conversion of existing rental housing unless certain conditions are met.
	<ul style="list-style-type: none"> Introduce policy connections to the County Housing and Homelessness Plan.
	<ul style="list-style-type: none"> Establish rental housing target in the Official Plan as required by the Growth Plan.

Intensification and Compatibility of Development	
Policy Direction	Policy Impacts
Support the character of our communities, while facilitating a broader range of housing options	<ul style="list-style-type: none"> Develop a policy approach to support the protection of our community's urban character through innovative architectural styles and urban forms that compliment and support it.
	<ul style="list-style-type: none"> Review and update official plan policies to place a stronger emphasis on urban design for infill development and newly developing areas.

Support the Efficient Use of Land and Municipal Services	
Policy Direction	Policy Impacts
Better respond to housing demands and infrastructure efficiencies	<ul style="list-style-type: none"> Create a policy that allows for urban centre boundaries to be adjusted in a manner that results in no increase in urban areas. This rationalization exercise could occur outside of a municipal comprehensive review subject to municipally initiated official plan amendment and meeting specific policies related to impact and servicing.
	<ul style="list-style-type: none"> Introduce development phasing policies to the plan to ensure the orderly development of new growth areas and alignment with infrastructure and community facility investment.

Use land more efficiently	<ul style="list-style-type: none"> • Introduce a policy that would require residential development on sites larger than 2 ha in the Designated Greenfield Area to provide 30% of the new residential units in forms other than single-detached or semi-detached, such as townhomes and multi-unit residential buildings.
	<ul style="list-style-type: none"> • Update the low and medium housing density requirements in the plan and add a new high-density category. Update could include broadening the permitted uses in low density category and adding height ranges across all categories.

Local Planning Recommendations

Local planning documents and processes are recognized as a key element in achieving a successful and healthy policy environment for housing in the County. We recognize and support the diversity in our local communities and understand that there are various approaches that can be taken to achieve our collective housing goals. Suggestions offered in this section are intended to provide guidance on housing policy and zoning provisions that should be considered in local planning documents to support the County's long-term housing objectives.

Local Official Plans

The integration of the following policy concepts should be considered for the local official plans in Centre Wellington and Erin:

- Support the development of a full range of housing options including size, type, tenure, special needs etc.
- Support intensification through new compatible housing forms.
- Identify areas for new compatible medium and high-density development.
- Support walkable communities through the integration of commercial/retail uses in residential areas.
- Complete comprehensive updates of the plans on a regular basis to keep policies responsive to demand.

Local Zoning By-laws

The following changes should be considered for all local Zoning By-laws:

- Amend housing-related definitions to create increased flexibility.
- Redefine what is permitted in low density Residential zones.

- Ensure Additional Residential Unit provisions are up to date with current legislative requirements.
- Permit as of right Special Needs Housing in all residential and commercial zones (includes group homes, shelters for victims of abuse, hospice, supportive housing, transitional housing, etc.)
- Review zoning maps to identify sites that could be pre-zoned for higher density development.
- Reduction of minimum parking requirements for residential uses (where appropriate).
- Remove minimum unit size requirements and let the building code guide minimum size.

Other

Given the roles and responsibilities in the County, our member municipalities have other by-laws, standards and guidelines that are influential in the development of housing. These include:

- Municipal servicing allocation by-laws
- Engineering and design standards
- Design guidelines.

These by-laws, standards and guidelines should be reviewed to ensure that they are optimized to meet our housing goals, align with other applicable municipal documents, and facilitate the effective delivery of housing in our communities.

Feedback

This document begins a discussion on housing policy changes in the County of Wellington's Official Plan. We know that the local experts leading our communities, residents living in our communities and stakeholders helping build our communities have valuable insights to share about housing development. We want to learn from those insights to help shape a policy environment that achieves our goals.

The following questions are not intended to limit the scope of feedback but rather help generate a thoughtful dialogue about the future of housing policy in the County. Please provide additional feedback about matters you feel are relevant to the housing policy discussion in the County.

Please submit feedback by **May 31st, 2024**, through the project email planwell@wellington.ca.

- 1) Are there current policies in the Official Plan that create problems for housing development in the County? If so, why?

- 2) Do the proposed policy directions go far enough to help support a diverse mix of housing options?

- 3) What actions and/or policy changes should the County pursue to help increase the supply of rental housing?

- 4) Other than the predominance of low-rise housing, what elements of your community help define its character and identity?

- 5) Are any of the suggested policy directions not a good option for the County to consider and why?



NOTICE OF STUDY COMPLETION
County of Wellington
Schedule 'C' Municipal Class Environmental Assessment Study
Wellington Road 109 Bridges, From Highway 6 to Sideroad 7,
Township of North Wellington

The Study

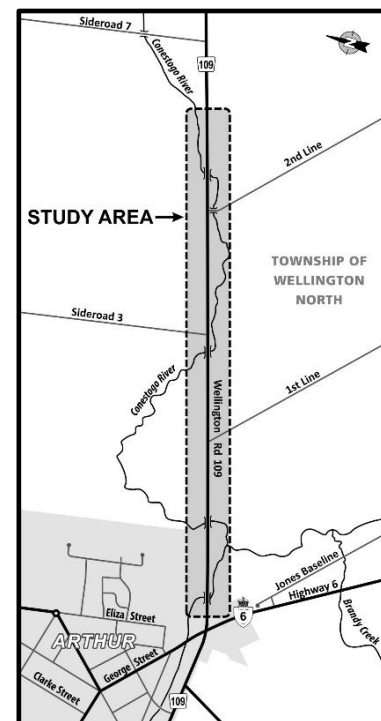
County of Wellington has completed the Schedule 'C' Municipal Class Environmental Assessment (MCEA) Study that considered potential solutions to address the poor condition of four structures that cross the Conestogo River on Wellington Road 109, just east of Arthur.

The Class EA Study determined that the existing Wellington Road 109 Bridges have reached the end of their service life. Based on an evaluation of alternatives, a complete replacement of the structures has been identified as the preferred alternative.

The Process

This MCEA process followed the planning and design process for Schedule 'C' projects as described in the MCEA Document (October 2000 as amended in 2007, 2011, 2015, and 2023), which is an approved process under the *Ontario Environmental Assessment Act*.

Wellington County has prepared an Environmental Study Report (ESR) documenting the planning, consultation efforts, decision-making process and the recommended plan. By this Notice, the ESR is being placed on the public record for a 30-day review period in accordance with the MCEA, beginning **April 11, 2024**. An electronic copy of the ESR can be reviewed and downloaded at <http://www.wellington.ca/109EA>. The Report can also be found at the below review location:



Wellington County Library – Arthur Branch
 110 Charles Street East, PO Box 550
 Arthur ON N0G 1A0

Interested persons may provide written comments to our Project Team by **May 10, 2024**. All comments and concerns should be sent to:

Nima Mahmoudi, P.Eng.
 Consultant Project Manager
 WSP Canada Inc.
 150 Commerce Valley Dr W
 Thornhill ON L3T 7Z3
 (289) 982-4039
Nima.Mahmoudi@wsp.com

Joe de Koning, P.Eng.
 Manager of Roads
 County of Wellington
 74 Woolwich Street
 Guelph ON N1H 3T9
 (519) 837-2601 Ext. 2270
joedk@wellington.ca

In addition, a request may be made to the Ministry of the Environment, Conservation and Parks for an order requiring a higher level of study (i.e., requiring an individual/comprehensive EA approval before being able to proceed), or that conditions be imposed (e.g., require further studies), only on the grounds that the requested order may prevent, mitigate or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. Requests on other grounds will not be considered. Requests should include the requester's full name and contact information for the Ministry.

Requests should specify what kind of order is being requested (request for conditions or for an individual/comprehensive environmental assessment), how an order may prevent, mitigate or remedy potential adverse impacts, and any information in support of the statements in the request. This will ensure the ministry is able to efficiently begin reviewing the request.

The request should be sent in writing by mail or by email to:

Minister of the Environment, Conservation and Parks
 Ministry of the Environment, Conservation and Parks
 777 Bay Street, 5th Floor
 Toronto, ON M7A 2J3
 E-mail: minister.mecp@ontario.ca

Director, Environmental Assessment Branch
 Ministry of the Environment, Conservation and Parks
 135 St. Clair Ave. W, 1st Floor
 Toronto, ON M4V 1P5
 E-mail: EABDirector@ontario.ca

Requests should also be sent to Joe de Koning by mail or by email.

Information is being collected under the *Municipal Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record.

This notice was first issued: April 4, 2024.



Alternate Formats Available Upon Request



WELLINGTON FEDERATION OF AGRICULTURE

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President

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Katherine Noble

Administrator

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N0G 1Z0

519-323-7294

wellington-fed-ag@outlook.com

Sent via email to:

Kerri O'Kane, Clerk, Township of Centre Wellington

Dina Lundy, Clerk, Town of Erin

Amanda Knight, Clerk, Township of Guelph/Eramosa

Larry Wheeler, Clerk, Township of Mapleton

Annilene McRobb, Clerk, Town of Minto

Courtenay Hoytfox, Clerk, Township of Puslinch

Karren Wallace, Clerk, Township of Wellington North

Re: The importance of Minimum Distance Separation requirements

All municipal councils and clerks in Wellington County,

The Wellington Federation of Agriculture (WFA) is the largest farm organization in the County of Wellington with over 1500 members. Wellington County is a hub of agricultural innovation, research, and leadership in the province. The primary agriculture sector in Wellington County plays a crucial role in the economy by contributing \$841 million to Ontario's GDP and employing over 12,260 people. Wellington County accounts for a notable portion of the provincial agricultural supply chain, too, producing 5.8% of 2021 provincial farm cash receipts. Protecting and preserving the highly productive agricultural land for the purpose of growing, harvesting, and producing food is the Wellington Federation of Agriculture's (WFA) priority.

WFA's recent Agri-Food Systems Study found that Wellington County businesses in agriculture and food contribute \$2.8 billion to Canada's Gross Domestic Product with only 0.2% of Ontario's land base. That land base has 3% of the total prime agricultural land in the province. Along with its geographical position and climate, Wellington County is one of the best places in Canada to produce food. If its location to trade markets and growing populations requiring food are included, the future for commerce fed by agriculture in Wellington County is enormous.


With the population in Wellington County expected to grow substantially to meet the needs of new residents by 2051, this has placed pressure on the lands in rural areas to become home for more new homes. Without studious planning, the future of the farms and farm practices in Wellington County can be negatively affected.

The Minimum Distance Separation (MDS) requirements dictated by Ontario's Provincial Policy Statement, are an important planning tool to help prevent conflict between livestock farms and/or agricultural practices and nearby residences. The reduction of MDS can hurt this attempt to reduce/prevent conflict. Not only is the smell of manure and the flow of its nutrients in the soil important, but the future needs of the farm business as well should be kept in mind. A farm business may need to invest in new facilities for livestock health, or the Ministry of Agriculture may require new manure management and storage due to new science. An already reduced MDS would impede a farm business from being able to improve itself. Because of this, WFA does not see MDS reduction requests as minor.

Before the Provincial government's Bill 23, a municipality's decisions on minor variances that resulted in a negative conclusion to a farm business could be appealed. Unfortunately, Bill 23 has removed that right to appeal. This makes the composing of a decision to allow for a minor variance, such as the reduction of a MDS setback, that much more critical.

The WFA appreciates the opportunities to comment on proposed applications that come to our Board of Directors. Unfortunately, as a volunteer body, there are only so many hours in a month that we can submit ourselves to providing an agricultural view to each of the municipalities in Wellington County. We believe by working with councils and their staff to educate on agriculture, that our perspective can be further understood. If there are questions or topics that your council or staff may have on agriculture or an aspect of it, we would be welcome to find an answer for you. Please do not hesitate to use us as a resource.

Sincerely,



Barclay Nap
President, Wellington Federation of Agriculture

Cc via email:

Sarah Wilhelm, County of Wellington Planning Department
Matthew Rae, MPP Perth-Wellington
Ted Arnott, MPP Wellington-Halton Hills
WFA Board of Directors



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

CULTURAL MOMENT FOR APRIL 22, 2024

CELEBRATING THE 25TH ANNIVERSARY OF AMALGAMATION

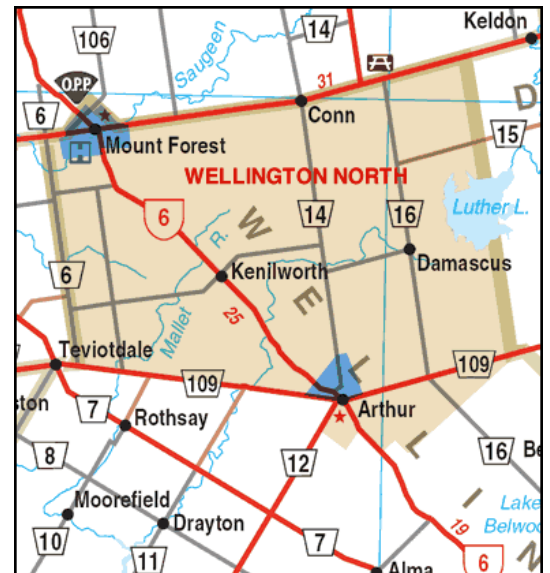
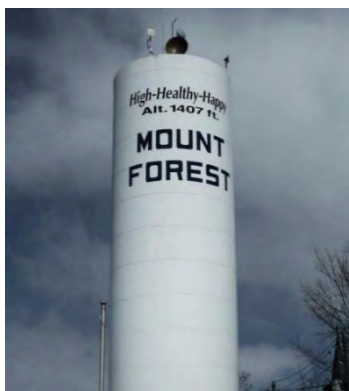


This year, 2024, marks the 25th anniversary of the amalgamation that resulted in the creation of the Township of Wellington North.

Events are currently being planned for later in the year to celebrate this milestone.

“Stronger Together Since 1999” is the 25th anniversary slogan.

The Township of Wellington North, to quote the municipal website, “was created in 1999 from the Town of Mount Forest, the Village of Arthur, the Townships of West Luther and Arthur, as well 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. Wellington North is expected to grow to approximately 20,500 people by 2051 (an increase of more than 64 per cent).”



An amalgamation means one governing body and one budget instead of many smaller ones. It means a stronger voice and a more powerful financial position. It means a diversity of backgrounds and skills and knowledge with which we can go “Semper Porro” – Latin for “Always Forward” – which is our municipal motto.

Wellington North’s strengths include our strong agricultural base. We can enjoy food straight from the source in many cases. We are close enough to the services we need but far away enough to escape the noise and light pollution. We can choose to live within walking distance of conveniences or in a place where we can walk for hours without meeting anyone.

This year, join together to celebrate our home.

Submitted by Doris Cassan, Wellington North Cultural Roundtable

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

BY-LAW NUMBER 033-2024

**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
APRIL 22, 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 April 22, 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 22TH DAY OF APRIL, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK