

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JULY 8, 2024 AT 2:00 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/84972325088>

Or join by phone:

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

Webinar ID: 849 7232 5088

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

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

DISCLOSURE OF PECUNIARY INTEREST

O'CANADA

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

Recommendation:

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

COMMITTEE OF ADJUSTMENT

- A05/24 Pinestone Construction Inc. (210 Schmidt Drive)

PUBLIC MEETING

- Clark Brothers Contracting, Zoning By-law Amendment 10/24
- Shirley and Reg Small, Zoning By-law Amendment 11/24

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

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

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- a. By-law Number 058-24 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Concession 12 Part Lot 2 with a civic address of 9598 Lover's Lane, Wellington North, Shirley and Reg Small) 001

Recommendation:

THAT By-law Number 058-24 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 12 Part Lot 2 with a civic address of 9598 Lover's Lane, Wellington North, Shirley and Reg Small)

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 24, 2024 005

Recommendation:

THAT the minutes of the Regular Meeting of Council held on June 24, 2024 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Arthur BIA, May 15, 2024 015

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BIA meeting held on May 5, 2024.

- b. Maitland Valley Conservation Authority, Membership Meeting #5-2024, May 15, 2024 017

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive minutes of the Maitland Valley Conservation Authority Membership Meeting #5-2024 held on May 15, 2024.

- c. Grand River Conservation Authority, Summary of the General Membership Meeting – June 28, 2024 020

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority Summary of the General Membership Meeting held on June 28, 2024.

2. PLANNING

- a. Planning Report prepared by Jessica Rahim, Senior Planner, dated June 14th, 2024, regarding 391 Main Street N., Mount Forest, WT Land Corp (Brad Wilson), Zoning By-law Amendment (ZBA 08/24) 021

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report prepared by Jessica Rahim, Senior Planner, dated

June 14th, 2024, regarding 391 Main Street N., Mount Forest, WT Land Corp (Brad Wilson), Zoning By-law Amendment (ZBA 08/24).

- b. Report DEV 2024-021, Site Plan Agreement - 5053745 Ontario Inc., 440 Wellington St E 027

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 021-2024 regarding the final approval of the 5053745 Ontario Inc. Site Plan Control Agreement.

- c. Report DEV 2024-022, Notice of Decision Received for Consent Application B26-24 & B38-24 040

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2024-022 regarding the Notice of Decision for the following Consent Applications, received from the County of Wellington Planning and Land Division Committee:

- B26-24 Lloyd & Miriam Martin, Part Lot 13, Concession 5 known as 7517 Sideroad 6 E in the former Arthur Township (Severance); and
- B38-24 Peter & Elaine Ballinger, Part Lot 9, Concession 5, known as 8384 Line 4 in the former West Luther Township (Severance)

3. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2024-028, Community Improvement Plan 052

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-028 Community Improvement Plan;

AND THAT Council approve a Public Art Grant in the amount of \$1,250 to Case Verde Imports, Arthur.

4. FIRE

- a. Report FIRE 2024-002, Community Risk Assessment 057

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2024-002 for information;

AND THAT Council adopt the Community Risk Assessment.

5. ADMINISTRATION

- a. Report CLK 019-2024 Accessibility Standards Policy and Multi Year Accessibility Plan 098

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK Accessibility Standards Policy and Multi Year Accessibility Plan;

AND THAT Council adopt the Accessibility Standards Policy;

AND FURTHER THAT Council adopt the Multi Year Accessibility Plan.

b. Report CAO 2024-010, Strategic Plan Update (Mid-year Review)

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Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-010, Strategic Plan Update (Mid-year Review);

AND THAT the Council of the Corporate of the Township of Wellington North approve the expenditure of \$15,000 from the operating budget, for the implementation of the strategic plan communication initiatives.

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 July 8, 2024 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

- Wellington North Cultural Roundtable
- Upper Grand Trailway Wellington Sub Committee
- Mount Forest Aquatic Ad Hoc Advisory Committee

Councillor Burke (Ward 2):

- Mount Forest Business Improvement Area
- North Wellington Health Care Corporation Louise Marshall Hospital Board of Directors
- Mount Forest Aquatic Ad Hoc Advisory Committee
- Mount Forest Fireworks Festival Committee
- Lynes Blacksmith Shop Committee

Councillor Hern (Ward 3):

- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur Business Improvement Area
- Grand River Conservation Authority

Councillor McCabe (Ward 4):

- Wellington County Farm Safety Committee
- Saugeen Valley Conservation Authority

- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee
- ROMA Zone 2 Chair

Mayor Lennox:

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

BY-LAWS

- a. By-law Number 059-2024 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Part of Park Lot 1 W/S of Main St. and E/S of Foster St. with civic address of 391 Main St. N Mount Forest, Wellington North) 116

Recommendation:

THAT By-law Number 060-2024 be read and passed.

CULTURAL MOMENT

- Celebrating the Village of Kenilworth 120

CONFIRMING BY-LAW

121

Recommendation:

THAT By-law Number 060-2024 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 July 8, 2024 be read and passed.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of July 8, 2024 be adjourned at ___:___ p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Mount Forest Chamber of Commerce, Mount Forest Chamber Office	Tuesday, July 9, 2024	4:30 p.m.
Arthur Chamber of Commerce, Arthur Chamber Office	Wednesday, July 10, 2024	5:30 p.m.
Cultural Roundtable, Kenilworth Council Chambers	Thursday, July 11, 2024	12:00 p.m.
Mount Forest BIA, Meeting Room, Mount Forest Sports Complex	Tuesday, July 16, 2024	8:00 a.m.
Mount Forest Fireworks Festival	Thursday, July 18th to Sunday, July 21st	
Regular Council Meeting	Monday, July 22, 2024	7:00 p.m.
Wellington North Farmers' Market, King Street, Victory Church, Mount Forest	Every Saturday until September 28th	

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 058-2024

BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule 'A' Map 1 to By-law 66-01 is amended by changing the site specific zoning on lands legally described as Concession 12, Part Lot 2 with civic address of 9598 Lover's Lane, Geographic Town of Mount Forest, Township of Wellington North, County of Wellington, as shown on Schedule "A" attached to and forming part of this By-law from: **Agricultural Site Specific (A-1) to Agricultural Exception (A-127)**.
2. That Rural Area Exception Zone, is amended by the inclusion of the following new exceptions:

33.127 Part of Lot 2, Con 12	A-127	<p>Within the A-127 Zone, no person shall use any land or construct, alter or use any buildings or structures except in accordance with the following provisions:</p> <p>a) Permitted Uses</p> <ul style="list-style-type: none"> • All uses permitted in the Agricultural Zone except that new livestock facilities shall not be permitted. With respect to the A-127 Zone only, a new livestock facility shall not include an expansion to a legally established existing livestock facility within the A-127 Zone. Additions to or reconstruction of a legally established existing livestock facility, or the establishment of manure storage facilities in association with a legally established existing livestock facility shall be permitted. Section 6.17.2 MDS II of this By-law shall apply to any expansion, additions or reconstructions, and to any new manure storage facilities. <p>b) Notwithstanding any other section of this By-law to the contrary, a residential dwelling shall be</p>
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		<p>prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted. This restriction is a result of the subject lands obtaining a surplus farm dwelling severance to remove the existing dwelling from the overall farm parcel. It is intended to ensure that the lands are only used for agricultural purposes.</p> <p>c) Regulations</p> <p>For permitted uses of the A-127 zone regulations of Section 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.9 and 8.10 shall apply.</p>
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3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
4. THAT this By-law shall come into effect from the date of passing by Council and come into force in accordance with the requirements of the Planning Act, R.S.O., 1990, as amended.

READ AND PASSED THIS 8TH DAY OF JULY, 2024.

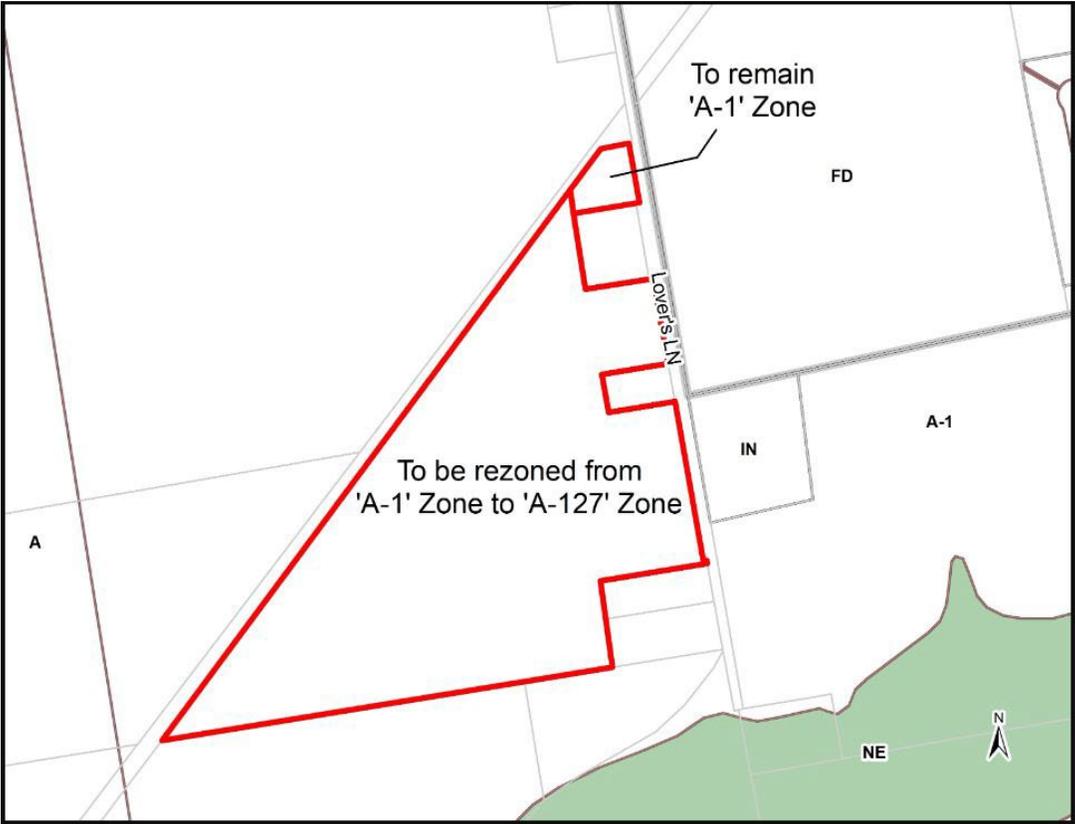
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 058-2024

Schedule "A"



This is Schedule "A" to By-law 058-2024

Passed this 8th day of July 2024

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 058-2024

THE LOCATION OF THE SUBJECT LANDS is described as Concession 12 Part Lot 2 with a civic address of 9598 Lover's Lane, Wellington North. The subject property is approximately 19.31 ha (47.73 ac) in size.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Site Specific Agricultural (A-1) Zone to Site Specific Agricultural (A-127) Zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. This rezoning is a condition of severance application B13/24, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.41 ha (1.01 ac) rural residential parcel with an existing dwelling and shed. An 18.9 ha (46.72 ac) vacant agricultural parcel will be retained.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JUNE 24, 2024
CLOSED SESSION AT 7:00 P.M., FOLLOWED BY OPEN SESSION
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING
<https://www.youtube.com/watch?v=XT3WRyPzcZE>**

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

Staff Present:

Chief Administrative Officer:	Brooke Lambert
Deputy Clerk:	Catherine Conrad
Executive Assistant to CAO:	Tasha Grafos
Chief Building Official:	Darren Jones
Senior Project Manager:	Tammy Stevenson
Manager Community & Economic Development:	Mandy Jones
Recreation Service Manager:	Tom Bowden
Manager of Development Planning:	Curtis Marshall

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2024-196

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the June 24, 2024 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared a pecuniary interest with the following:

ITEMS FOR CONSIDERATION

2. PLANNING

- a. Report DEV 2024-016, Consent Application B19-24, Karen Kammer Meier (Severance)
- b. Report DEV 2024-017, Consent Application B43-24, Beverly Gibson
- c. Report DEV 2024-018, Consent Application B45-24, Laverne & Erma Weber
- e. Report DEV 2024-020, Development Agreement – MAMTA Developments Inc., 645 Martin Street

for the following reason:

- Her employer has appendices attached to the reports or has worked on a portion of these reports in the past.

CLOSED MEETING SESSION

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

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

RESOLUTION: 2024-197

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 7:02 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

CARRIED

1. REPORTS

- Planning Report: OP-2021-01 & ZBA11-21, North Arthur Developments Inc. OLT Appeal –Update
- Correspondence dated June 17, 2024 requesting a lease agreement on unopened road allowance

2. REVIEW OF CLOSED SESSION MINUTES

- May 21, 2024

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2024-198

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 7:44 p.m.

CARRIED

RESOLUTION: 2024-199

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Planning Report: OP-2021-01 & ZBA11-21, North Arthur Developments Inc. OLT Appeal –Update;

AND THAT Council approve the confidential direction to staff.
CARRIED

RESOLUTION: 2024-200

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence dated June 17, 2024 requesting a lease agreement on unopened road allowance;

AND THAT Council approve the confidential direction to staff.
CARRIED

RESOLUTION: 2024-201

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the May 21, 2024 Council Meeting.

CARRIED

O'CANADA

COUNTY COUNCIL UPDATE

Andrew Lennox, Mayor

Automated Speed Enforcement in select County Community Safety and School Zones Pilot Project to commence in Fall 2024

- Pilot project is scheduled for 1 year
- Possible expansion of Automated Speed Enforcement if the pilot project is successful, into municipal community safety and school zones
- Wellington North should begin to prioritize areas for enforcement

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2024-202

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North recess the June 24, 2024 Regular Meeting of Council at 7:52 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

COMMITTEE OF ADJUSTMENT

- A04/24 John Wheeler

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2024-203

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North resume the June 24, 2024 Regular Meeting of Council at 8:11 p.m.

CARRIED

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions on agenda items registered.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 3, 2024

2. Public Meeting, June 3, 2024

RESOLUTION: 2024-204

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on June 3, 2024 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2a, 2b, 2c, 2d, 2e, 3a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2024-205

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items For Consideration on the June 24, 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 minutes of the County of Wellington Joint Accessibility Advisory Committee meeting held on May 2, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Area Association Meeting held on June 11, 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 May 14, 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 #5 held on June 11, 2024

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table Meeting held on May 15, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated June 18, 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report FAC 2024-003 Temporary Alcohol Policy Amendment – Get Yer Hillbilly on Ribfest;

AND THAT Council approve an amendment to the Municipal Alcohol Policy Section 2.1 for approval of a Special Occasion Permit (SOP) to include a portion of the east parking lot at the Mount Forest Sports Complex for the Get Your Hillbilly on Ribfest Competition on July 18, 2024.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

Councillor Burke left the Council Chambers and did not participate as she had previously declared an indirect pecuniary interest.

RESOLUTION: 2024-206

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-016 Consent Application B19-24, Karen Kammer Meier (Severance).

AND THAT Council support this application, subject to the lot line being adjusted to comply with PPS Section 2.3.4.1 c) as per the Planning Report.

AND THAT should the Planning and Land Division Committee approve the consent as proposed on Application B19-24 the following matters are to be addressed as conditions of approval:

- 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 Owner obtain a Road Entrance Permit including payment of all applicable fees and charges and installation of a field entrance access on the west side of the retained land to the satisfaction of the Township of Wellington North;
- THAT the Owner remove all barns, sheds and feed storage bins, including existing foundations, and the site left in a graded level condition to the satisfaction of the Township;
- THAT the proposed property line be amended so that the large agricultural building remains on the retained agricultural lands;
- THAT the retained parcel 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 of Wellington North.

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

CARRIED

RESOLUTION: 2024-207

Moved: Councillor McCabe

Seconded: Councillor Hern

T THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-017 Consent Application B43-24, Beverly Gibson (Severance).

AND THAT Council support consent application B43-24 as presented by County Planning Staff 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, sanitary sewer and storm 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; and
- THAT zoning compliance be achieved to the satisfaction of the local municipality

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

CARRIED

RESOLUTION: 2024-208

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-018 Consent Application B45-24, Laverne & Erma Weber (Severance).

AND THAT Council support this application, subject to the lot line being adjusted to comply with the PPS and Official Plan policies regarding the mineral aggregate area.

AND THAT should the Planning & Land Division Committee approve the consent as proposed on Application B45-24, the following matters are to be addressed as conditions of approval:

- 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 driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North; and
- THAT the Owner deed to the Township daylight triangles, 9.0m x 9.0 m, as described in the Municipal Servicing Standards of corner lots that are adjacent to municipal roads;

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

CARRIED

RESOLUTION: 2024-209

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2024-020 regarding development agreement for MAMTA Developments Inc.;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the By-law to enter into a development agreement with Mamta Developments Inc.

CARRIED

Councillor Burke returned to the Council Chambers to rejoin the meeting.

RESOLUTION: 2024-210

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2024-019 regarding the final approval of the TBM HOLDCO Ltd. Amending Site Plan Control Agreement.

CARRIED

RESOLUTION: 2024-211

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-026 on the Butter Tart Trail;

AND THAT Council direct the Chief Administrative Officer to execute the Assignment of Trademark agreement.

DEFEATED

RESOLUTION: 2024-212

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-026 on the Butter Tart Trail.

CARRIED

Council directed staff to bring a report to a future Council meeting on how the Township of Wellington North could take the lead on revitalizing the Butter Tart Trail.

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):

- Mount Forest Aquatics Ad-Hoc Committee update
- Mount Forest Fireworks Festival Committee update

BY-LAWS

- a. By-law Number 052-2024 being a by-law to authorize a Lease Agreement between The Corporation of the Township of Wellington North and the Arthur Optimist Club (Part Lot 22, W/S Isabella Street, 244 Isabella Street, former Village of Arthur)
- b. By-law Number 053-2024 being a by-law to dedicate certain lands as part of the public highway in Wellington North in the County of Wellington
- c. By-law Number 054-2024 being a by-law to authorize a Municipal Funding Agreement on the Canada Community Building Fund between The Corporation of the Township of Wellington North and the Association of Municipalities of Ontario (AMO)
- d. By-law Number 055-2024 being a by-law to authorize the execution of a Development Agreement on Part Lot G MacDonald's Survey Part 2, 61R22213; Township of Wellington North
- e. By-law Number 056-2024 being a by-law to amend By-law 135-2022 being a by-law to appoint members to the Mount Forest Business Improvement Area Board of Directors

RESOLUTION: 2024-213

Moved: Councillor Burke

Seconded: Councillor Renken

THAT By-law Number 052-2024, 053-2024, 054-2024, 055-2024 and 056-2024 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating the history of indigenous peoples in Wellington North

CONFIRMING BY-LAW

RESOLUTION: 2024-214

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 057-2024 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 June 24, 2024 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2024-215

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Regular Council meeting of June 24, 2024 be adjourned at 8:53 p.m.
CARRIED

MAYOR

DEPUTY CLERK



MINUTES
MEETING OF ARTHUR BIA
May 15, 2024 @ 7:30 PM via Zoom link

BOARD MEMBERS PRESENT: Angela Alaimo, Chair Chris McIntosh, Treasurer Jim Coffey,
 Councilor Lisa Hern, Paula Coffey, Gord Blyth Mitch Kierstead

OTHER ATTENDEES : Robyn Mulder; WN EDO and Melissa Kooiman, Copernicus consultant

REVIEW AND ADOPTION OF THE AGENDA Chair Angela called the virtual meeting to order at 7:31PM. Motion by Paula, seconded by Mitch to approve the Agenda for the meeting.
 CARRIED

REVIEW AND APPROVAL OF THE MINUTES - Change requested by Mitch to correction to his surname. Motion by Jim and seconded by Lisa to approve the minutes from the April 25, 2024 special meeting with change.
 CARRIED

COMMENTS OF CHAIR Chris McIntosh has consented to be the new Treasurer, and new director of the BIA. Advised of meeting with the CAO of the Township, Brooke Lambert – banners will be going up on Friday. Working with Paula and Dan to arrange schedule and QR wraps. Council has requested that Brooke work with the BIA to establish a schedule for the banners. Brooke advised that she, Robyn and Mandy would be establishing a workplan for watering schedules etc. for more formality. Paula has received information from Dan Farrelly that the Arthur Icon banners are about ½ inch too small and don't fit on the existing braces. He has approached a local company to have new braces prepared and is hoping that they can still be put up by Friday. We discussed pursuing the supplier in the event that we had any out of pocket expenses relating to the acquisition of the new braces.

Robyn reviewed the bylaws establishing the BIA and the workings of the BIA re who are members, voting, ensuring that minutes are posted to Township website one week before with the zoom link. Robyn reported on her attendance at the OBIAA conference. She has materials that she will give to Paula. There were a number of vendors available at the conference, one of which was a Lego exhibit. Uxbridge was showcased, and has posted their strategy for downtown revitalization on their website. Mitch requested that Paula act as Vice Chair and she agreed verbally. It will be brought forward to the next meeting to have a motion formalizing the appointment. Robyn also advised that the Township was successful in securing a grant from the County for Your Downtown Rising. She is currently arranging the dates, and expects that it will be June 18 and 19. There will be a walk through in the morning and a presentation at the arena in the evening. The organizers hope to have as many people attend from the community.

Paula mentioned that some members have expressed a wish to do hybrid meetings, binding that the zoom meetings are not as engaging. There is an "owl" that can be used to assist with hybrid meetings that is available in the Township. After some discussion, Robyn advised that she would talk to Darren and determine whether we would have access to the "owl" or whether the technology could be incorporated into the planning for the new meetings rooms at the renovated municipal building.

There was a discussion about possibly changing the date of the meetings, but after some suggestions, it was determined that the meetings would stay Wednesdays.

ADJOURNMENT Moved by Gord to adjourn the meeting at 8:30. Next meeting to be held June 19 but if there is a conflict with the event, we will consider having the meeting the following Wed.



Membership Minutes

Membership Meeting #5-2024

May 15, 2024

Members Present: Alison Lobb, Ed McGugan, Alvin McLellan, Sharen Zinn, Megan Gibson, Andrew Fournier, Matt Duncan, Anita Van Hittersum, Ed Podniewicz, Vanessa Kelly

Members Absent: Evan Hickey

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Stewart Lockie, Conservation Areas Services Coordinator
Jayne Thompson, Communications, GIS, IT Coordinator
Michelle Quipp, Executive Assistant

Others Present: Nicole Beswitherick, Reporter, Midwestern News

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 8:17pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #4-2024 held on April 17, 2024.

Motion FA #51-24

Moved by: Alison Lobb

Seconded by: Andrew Fournier

THAT the minutes from the General Membership Meeting #4-2024 held on April 17, 2024, be approved.
(carried)

4. Business Out of the Minutes

- a) Review of Comments on Large Stock Planting Fees: Report #32-2024

Report #32-2024 was presented to the members and the following motion was made:

Motion FA #52-24

Moved by: Alvin McLellan **Seconded by:** Megan Gibson
 THAT the additional 2024 Stewardship Fees be approved.
 (carried)

- b) Information/Education Schedule for 2024: Report #33-2024

Report #33-2024 was presented to the members and the following motions were made:

Motion FA #53-24

Moved by: Matt Duncan **Seconded by:** Sharen Zinn
 THAT the proposed education schedule is completed as per the Report #33-2024;
 (carried)

5. Business Requiring Decision and or Direction:

- a) Awarding of Tender for Office Renovations: Report #34-2024

Report #34-2024 was presented to the members and the following motions were made:

Motion FA #54-24

Moved by: Sharen Zinn **Seconded by:** Alison Lobb
 THAT the Members approve the tender price of \$ 118,000 (plus HST) submitted by DOMM Construction Ltd. for the design and build services for accessibility renovations to existing office entrance and washrooms;
 AND THAT an additional \$20,000 be added to the project budget for completion of the accessibility renovation budget to be taken from Working Capital Accumulated Surplus.
 (carried)

- b) MVCA's 75th Anniversary in 2026: Report #35-2024

Report #35-2024 was presented to the members and the following motion was made:

Motion FA #55-24**Moved by:** Alison Lobb**Seconded by:** Matt Duncan

THAT all potential anniversary activities within Report #35-2024 be reviewed further for potential timelines and cost.
(carried)

6. Chair and Member Reports

Ed McGugan shared that Ted Briggs from MECP made a presentation at Huron Kinloss council and that it was well received by counsel.

7. Consent Agenda:

The following items were circulated to the Members for their information:

- a) Revenue-Expenditure Report for April 2024: #36-2024

Motion FA #56-24**Moved by:** Megan Gibson**Seconded by:** Matt Duncan

THAT Report #36-38 along with the respective motions as outlined in the Consent Agenda be approved.
(carried)

8. Adjournment

Next meeting: June 19, 2024, at 7:30 pm at the Administrative Centre, Wroxeter. Prior to the meeting there will be a tour of Jamestown Wetland at 6:30pm.

Motion FA #57-24**Moved by:** Matt Duncan**Seconded by:** Anita Van Hittersum

THAT the Members Meeting be adjourned at 9:02 pm.
(carried)



Ed McGugan
Chair



Phil Beard
General Manager / Secretary-Treasurer



Grand River Conservation Authority

Summary of the General Membership Meeting – June 28, 2024

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

Action Items

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

- GM-06-24-62 - Financial Summary
- GM-06-24-56 - Requests for Proposals - Planning Consulting Services, Plan Review and Permits
- GM-06-24-54 - Region of Waterloo East Side Lands Stage 2 Master Drainage Plan and Floodplain Mapping Update
- GM-06-24-58 - Provincial Offences Act Officer Designations - Section 30 Conservation Areas
- GM-06-24-57 - Conservation Authority Land Inventory
- GM-06-24-64 - Niska Landholdings Management Plan
- GM-06-24-51 - Final draft Watershed-based Resource Management Strategy
- GM-06-24-C06 – Confidential Report, Resolution carried in closed in accordance with the Municipal Act
- GM-06-24-C07 – Confidential Report, Resolution carried in open session.

Information Items

The Board received the following reports as information:

- GM-06-24-60 - Cash and Investment Status
- GM-06-24-53 - Guidance on By-law and Exception Requests for Chair and Vice-Chair(s)
- GM-06-24-55 - Integrated Halton Planning Memorandum of Understanding
- GM-06-24-59 - Byng Island Conservation Area Seasonal Camping Program Update
- GM-06-24-52 - Water Quality in the Grand River Watershed
- GM-06-24-63 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Larry Bond - Management of Conestogo River
- Halton Region - 2024 Integrated Halton Planning System MOU
- Halton Region - Tree By-law and Woodlands Stewardship Program 2023 Annual Report
- Patti Maurice - Niska Landholdings Management Plan
- Andrew McCammon, Ontario Headwaters Institute - Identification and potential transfer of surplus lands

Delegations

There were 10 registered delegations.

- Dr. Hugh Whiteley - Niska Landholdings Management Plan
- Kate Johnson - Hillside Festival Request
- Jerry Demianiw - Property Information
- Laura Murr - Niska Landholdings Management Plan
- Susan Watson - Niska Landholdings Management Plan
- Horeen Hassan - Niska Landholdings Management Plan
- Neville Kidd - Byng Island CA Seasonal Camping Program
- Randall Rittenhouse - Byng Island CA Seasonal Camping Program
- Kevin Thomason - Conservation Authority Land Inventory
- Mike Marcolongo - Conservation Authority Lands Inventory

Source Protection Authority

The General Membership also acts as the Source Protection Authority Board. No meeting was held in June.

For full information, please refer to the [June 28 Agenda Package](#). Complete agenda packages and minutes of past meetings can be found on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following approval at the next meeting of the General Membership.

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



**PLANNING REPORT
for the TOWNSHIP OF WELLINGTON NORTH**

Prepared by the County of Wellington Planning and Development Department

DATE: June 14th, 2024
TO: Darren Jones, CBO
 Township of Wellington North
FROM: Jessica Rahim, Senior Planner
 County of Wellington
SUBJECT: **Recommendation Report**
391 Main Street N., Mount Forest
WT Land Corp (Brad Wilson)
Zoning By-law Amendment (ZBA 08/24)

Planning Opinion

The purpose and effect of the proposed amendment is to rezone the subject lands from Industrial (M1) and Main Street Mixed Use (MU2) zone to Main Street Mixed Use Site Specific (MU2-76) zone, to facilitate a residential development with a 10 unit, 2 storey apartment. This rezoning is a condition of severance application B3/22, that was granted provisional approval by the Wellington County Land Division Committee.

Planning Staff have no concerns with the Zoning Amendment as presented and are of the opinion that the zoning by-law amendment to rezone the subject lands is consistent with Provincial Policy and conforms to the County of Wellington Official Plan.

Planning Staff have prepared a draft zoning by-law amendment for Council's consideration. A copy of the draft by-law is attached as Schedule 1 to this report.

INTRODUCTION

The land subject to the proposed amendment is described as part of Park Lot 1 W/S of Main St. and E/S of Foster St. with civic address of 391 Main St. N Mount Forest, Wellington North. The severed vacant parcel is approximately 0.17 ha (0.42 ac) and to be added to the abutting parcel that is approximately 0.32 ha (0.8 ac) in size. The location of the property is shown on Figure 1.

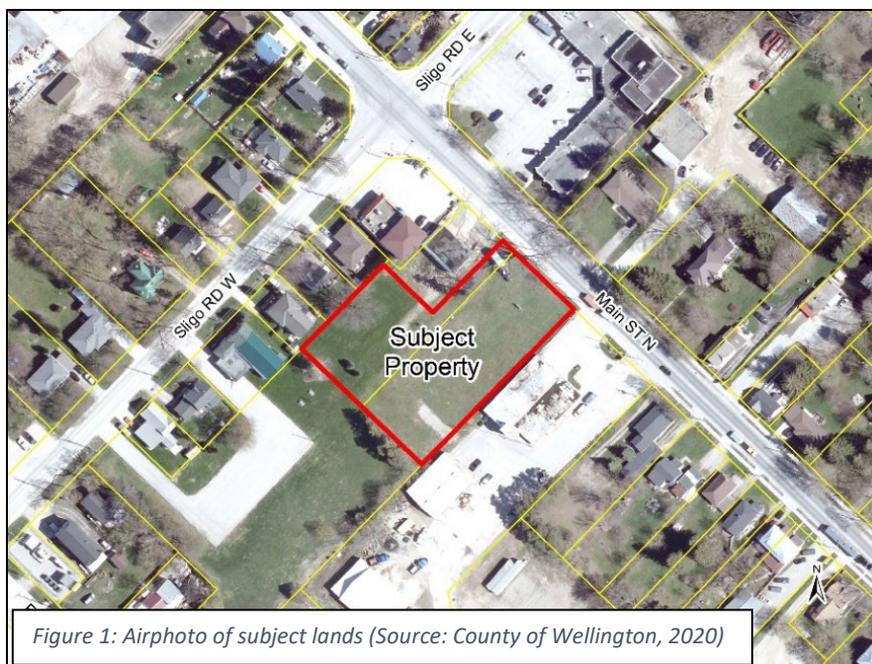


Figure 1: Airphoto of subject lands (Source: County of Wellington, 2020)

PROPOSAL

The purpose and effect of the proposed amendment is to rezone the subject lands from Industrial (M1) and Main Street Mixed Use (MU2) zone to Main Street Mixed Use Site Specific zone. This application is seeking to rezone the subject lands to allow for proposed residential development to be contained on the same site as the existing apartment building with a reduced minimum lot area. This rezoning is a condition of consent application B3/22, that was granted provisional approval by the Wellington County Land Division Committee. This application would sever an approximate 0.17 ha (0.42 ac) vacant parcel to be merged with the abutting parcel (391 Main St. N), which contains a 33 unit, 5 storey apartment. The intent is to construct a 10 unit, 2 storey apartment building on the consolidated parcel for a total of 43 units on the subject lands. See Figure 2 below.

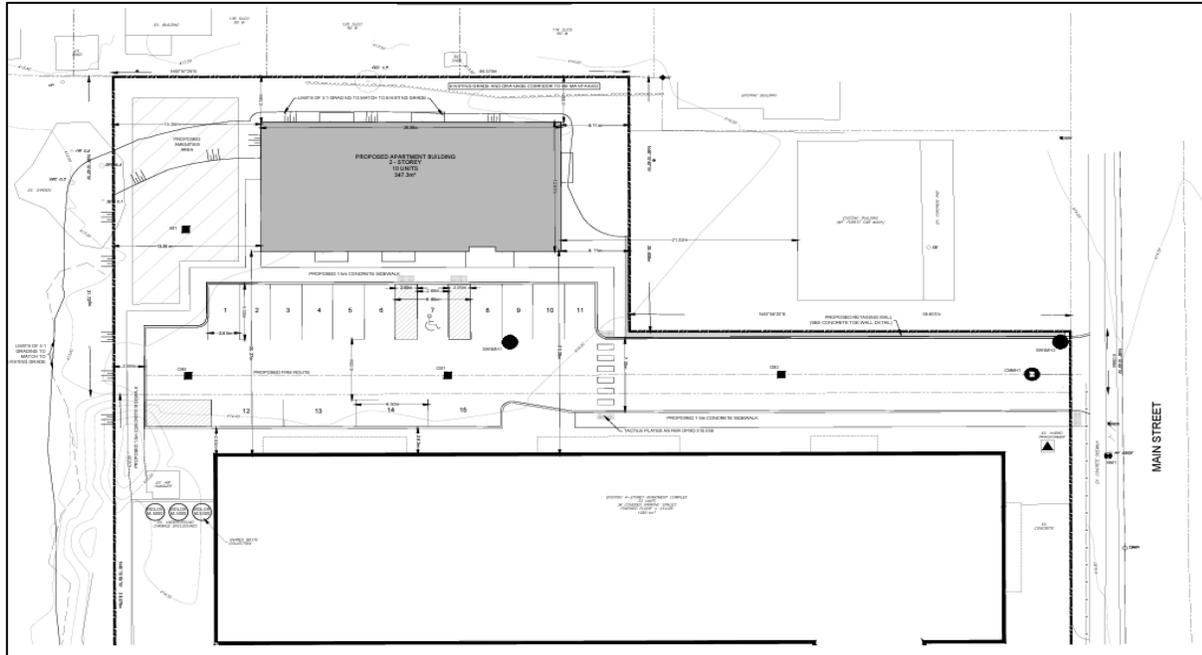


Figure 2: Site plan submitted by Cobide Engineering, April 2024

SUPPORTING STUDIES

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

- A Planning Justification Report prepared by Cobide Engineering Inc.
- A Functional Servicing and Stormwater Management Report prepared by Cobide Engineering Inc.
- An Access and Circulation Review prepared by Paradigm Transportation Solutions Limited

Review of Planning Policy

A review of applicable planning policy including the PPS, Growth Plan, County of Wellington Official Plan and the Wellington North Community Growth Plan was provided in the public meeting report. Planning Staff are of the opinion that the proposed zoning by-law amendment application is consistent with provincial and local planning policy.

PUBLIC MEETING COMMENTS

A public meeting for the application was held on June 3rd, 2024. No one from the public spoke at the meeting and no written public comments have been received in regards to the application. The following concerns were raised by Council:

Access – Council raised concerns about emergency vehicle access through the proposed laneway. The agent on behalf of the applicant explained that an Access Review Study was submitted in support of the application and confirmed that there is sufficient space for emergency vehicles to access the property. This study will also be reviewed by Township Staff and Engineer at site plan approval stage to confirm sufficient space is available.

Lot Size – Council raised concerns about the proposed apartment being an oversized building on a reduced lot. Staff explained that the shared servicing and indoor parking and amenity space in the 33-unit apartment allows for accommodating the smaller lot. Additionally, staff explained that the proposed apartment meets the density requirements for the lot size.

Residential Transition – Council raised concerns about the character of the existing residential neighbourhood being protected and if the encroachments of the balconies of the 33-unit apartment moves forward with the proposed apartment. The agent on behalf of the applicant explained that the proposed apartment meets all required set backs and there are no encroachment issues. The existing encroachment of the 33-unit apartment will be eliminated with the additional land merged to the lot line.

Buffering – Council raised concerns about buffering between the neighbouring dwellings and suggested tree planting to alleviate balconies viewing into residential yards. Staff explained that buffering and zoning by-law provisions will be addressed through site plan control.

AGENCY COMMENTS

The application was circulated to commenting agencies in accordance with the Planning Act. No objections or concerns were received.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment has been prepared for public review and Council's consideration and attached to this report as **Schedule 1**.

PLANNING OPINION

Planning Staff is of the opinion that the proposed application is consistent with the Provincial Policy, including the PPS and the Growth Plan (A Place to Grow). The proposed apartment development is consistent with the Wellington North Community Growth Plan by being located within Stage 1 of the Development Stages mapping for Mount Forest, and conforms to the policies of the County Official Plan which support residential redevelopment and intensification that is compatible with existing neighborhoods.

We trust that the above comments will assist Council in this matter.

Respectfully submitted,

County of Wellington Planning and Development Department



 Jessica Rahim, Senior Planner

Schedule 1: Draft Zoning By-law Amendment

THE CORPORATIONS OF THE TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER _____.
BEING A BY-LAW TO AMEND ZONING BY-LAW 66-01,
BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law 66-01; as amended pursuant to the Sections 34 of The Planning Act, R.S.O. 1990, as amended.

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

- 1. THAT Schedule "A" Map 3 of By-law 66-01 is amended by changing the site specific zoning on lands described as Part of Park Lot 1, West Side of Main Street and East Side of Foster Street, Plan of the Town of Mount Forest, geographic Town of Mount Forest, Township of Wellington North, County of Wellington, as shown on Schedule "A" and attached to and forming part of this By-law from:
 - Industrial (M1) to Main Street Mixed Use Site Specific (MU2-76); and
 - Main Street Mixed Use (MU2) to Main Street Mixed Use Site Specific (MU2-76).

2. THAT Section 32 Exception Zone 2- Mount Forest, is hereby amended by adding the following new exception:

32.76 391 Main St. N	MU2-76	Notwithstanding Section 13.2.3.1 or any other section of the By-law to the contrary, the lands zone MU2-76 shall be subject to the following regulations: i. Minimum Lot Area of 4,972 m ² (53,518.16 ft ²)
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- 3. THAT except as amended by this by-law, the land shown on the attached Schedule "A" shall be subject to all applicable regulations of the Zoning By-law 6601, as amended.
- 4. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2024

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2024

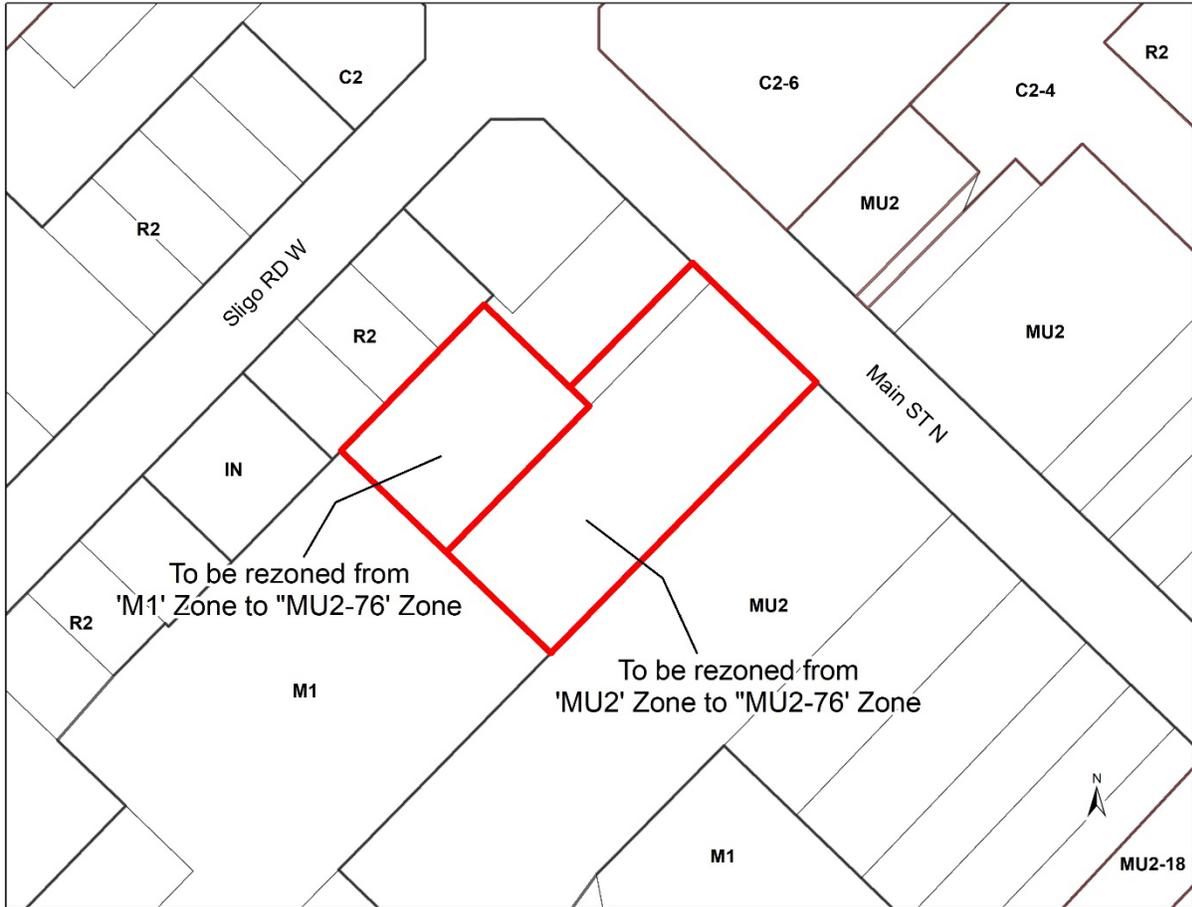
MAYOR

CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. _____

Schedule "A"



This is Schedule "A" to By-law _____.

Passed this ___ day of _____ 2024

MAYOR

CLERK

EXPLANATORY NOTE**BY-LAW NUMBER _____.**

THE LOCATION OF THE SUBJECT LANDS is described as part of Park Lot 1 W/S of Main St. and E/S of Foster St. with civic address of 391 Main St. N Mount Forest, Wellington North. The severed vacant parcel is approximately 0.17 ha (0.42 ac) and to be added to the abutting parcel that is approximately 0.32 ha (0.8 ac) in size and is currently zoned Industrial (M1) and Main Street Mixed Use (MU2) Zone.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Industrial (M1) and Main Street Mixed Use (MU2) zone to Main Street Mixed Use Site Specific (MU2-76) zone, to facilitate a residential development with a 10 unit, 2 storey apartment. This rezoning is a condition of severance application B3/22, that was granted provisional approval by the Wellington County Land Division Committee.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-07-08
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Pringle, Development Clerk
 REPORT #: DEV 2024-021
 REPORT TITLE: Site Plan Agreement – 5053745 Ontario Inc., 440 Wellington St E

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 021-2024 regarding the final approval of the 5053745 Ontario Inc. Site Plan Control Agreement.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Zoning By-law Amendment 019-2024 dated March 11, 2024.

BACKGROUND

Subject Lands

The property is in the north/east quadrant of the Town of Mount Forest, on the south side of Wellington Street East, west of London Road South, with the civic address of 440 Wellington St. E.

The land holding is approximately 1.38 acres and is legally known as: FIRSTLY: PART PARK LOT 4 SOUTH SIDE OF WELLINGTON STREET, PLAN TOWN OF MOUNT FOREST, MOUNT FOREST, PART 1 PLAN 61R6919; SECONDLY: PART PARK LOT 4 SOUTH SIDE OF WELLINGTON STREET, PLAN TOWN OF MOUNT FOREST, MOUNT FOREST, PART 2 PLAN 61R22383; TOWNSHIP OF WELLINGTONNORTH

The Proposal

The Owner has applied for Site Plan Approval from the Township to construct three (3) buildings with a total of twenty-eight (28) stacked townhouse units, 14 units above grade and 14 units partially below grade. This project will include site grading, servicing and storm water management control.

Existing Policy Framework

The subject lands are designated R3-20 (H) High Density Residential Exemption Zone, with a Holding Provision, in the Township of Wellington North Zoning By-Law 66-01 and Residential in the County of Wellington Official Plan.

ANALYSIS

This application has been reviewed in accordance with the *Planning Act, R.S.O. 1990*. The applicant has satisfied staff that this amendment will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is attached.

The executed site plan agreement has been forwarded to the Township's solicitor for registration.

CONSULTATION

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

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

DEV 2024-021 **APPENDIX A** – Location Map

DEV 2024-021 **APPENDIX B** – Site Plan Showing Location of Building

DEV 2024-021 **APPENDIX C** – Site Plan Control Agreement

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How: This project will direct and focus orderly, compact development to the urban area of Mount Forest and provide the community with a mix of housing and assists in meeting intensification goals.
- 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



SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT made this 19th day of June, 2024.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
(the “Township”)
OF THE FIRST PART

-and-

5053745 ONTARIO INC.
(hereinafter collectively called the “Owner”)
OF THE SECOND PART

WHEREAS the Owner is the registered owner of the lands described as

FIRSTLY: PART PARK LOT 4 SOUTH SIDE OF WELLINGTON STREET, PLAN TOWN OF MOUNT FOREST, MOUNT FOREST, PART 1 PLAN 61R6919; SECONDLY: PART PARK LOT 4 SOUTH SIDE OF WELLINGTON STREET, PLAN TOWN OF MOUNT FOREST, MOUNT FOREST, PART 2 PLAN 61R22383; TOWNSHIP OF WELLINGTONNORTH

PIN: 71060-0429

LRO #61

(hereinafter called the “Lands”)

AND WHEREAS the Township has enacted a Site Plan Control Area By-law pursuant to the provisions of Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, which said By-law affects the Lands;

AND WHEREAS this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings submitted by the Owner pursuant to Section 41 of the *Planning Act*.

AND WHEREAS the Owner has submitted to the Township, plans and drawings of a proposed development on the Lands described in Schedule “A” attached hereto;

AND WHEREAS the Township approved the plans and drawings submitted by the Owner subject to certain conditions;

AND WHEREAS these plans can be viewed at the Offices of The Corporation of the Township of Wellington North, 7490 Sideroad 7 West, Kenilworth, Ontario.

NOW THEREFORE in consideration of the mutual covenants hereinafter expressed, the Township’s approval of the plans and drawings described herein and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. Plans showing the location of all buildings and structures to be erected on the Lands and showing the location of all facilities and works to be provided in conjunction therewith including, without limitation, all facilities and works required under Section 3 below (the “Plans”).
2. The Owner covenants and agrees to construct all buildings, structures, facilities and works in accordance with the Plans.
3. The Owner agrees that the building or buildings shall be erected and the project shall be completed in accordance with the Plans and all applicable laws,

including without limitation, site, elevation, landscape-buffering and layout plans as approved by the Township, subject only to such changes as are approved, in writing, by the Township. The Township reserves the right to waive or rescind any term or condition contained in this Agreement provided that such condition is waived or rescinded by Resolution of Council.

4. The Owner agrees that there shall be no outside storage on the Lands other than as provided in Paragraph Section 3 of this Agreement.
5. The Owner agrees that all surface and roof drainage will be controlled on the Lands and taken to an outlet with catch basins, where necessary, in a manner approved by the Township and/or The Corporation of the County of Wellington (the "County").
6. The Owner agrees and acknowledges they are responsible for snow removal from the parking lot area of the Lands. During completion of the work, snow will be removed in a manner consistent with current practices on the Land. Surplus snow shall be removed off-site to a location that has been arranged by the Owner and at the sole expense of the Owner.
7. The provisions set out in Schedule "B" to this Agreement are site specific requirements that relate to the Lands and, to the extent that there is any inconsistency or conflict between the two sets of provisions, the terms of Schedule "B" shall prevail.
8. The Owner agrees to dedicate to the Township, free and clear of all encumbrances, all easements and lands required by the Township for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the Lands and, on request by the Township, to deliver the properly executed documents in registrable form to the Township in order to complete the dedication to the Township and to pay all costs incurred by the Township in respect to the aforementioned dedications.
9. The Owner shall, where required by Township and/or County resolution, dedicate to the Township and/or to the County widening of highways that abut on the Lands at no cost to the Township and/or County, free and clear of all encumbrances.
10. The Owner hereby releases and indemnifies the Township, the Township's consulting engineer, and, where applicable, the County, its servants, consultants, agents and contractors from any and all liability and associated costs, claims or demands in respect of the proper maintenance and operation of the matters and facilities required by virtue of this Agreement.
11. In the event works are to be performed by the Owner, its servants or its agents on lands owned by or to be conveyed to the Township (the "Offsite Works"), the Owner shall:
 - a) The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, completed operations insurance, and automobile liability insurance, providing coverage for a limit of not less than FIVE MILLION DOLLARS (\$5,000,000.00) for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, with the Township and the Township's consulting engineer as additional insured, and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period described in 11(e) of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. A Certificate of Insurance shall be provided prior to the start of construction and on an annual basis. The

- policy shall specify that it cannot be altered, cancelled, or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.
- b) Prior to the commencement of the Offsite Works, the Owner's contractor shall forward a Certificate of Insurance evidencing this insurance with the executed Agreement and WSIB Certification
 - c) It is also understood and agreed that in the event of a claim any deductible or self-insured retention under these policies of insurance shall be the sole responsibility of the Developer and that this coverage shall preclude subrogation claims against the Township and will be primary insurance in response to claims.
 - d) The Township's claims process for Third Party claims is to refer the claimant, including lien claimants, directly to the Developer and to leave the resolution of the claim with the Contractor. This applies regardless of whether or not it is an insured loss.
 - e) The Owner shall, upon the earlier of (a) commencing any works on the relevant lands, or (b) applying for a building permit, supply the Township with cash or a letter of credit (the "Offsite Works Security Deposit") in form satisfactory to the Chief Building Official ("CBO") and in an amount of Ninety Four Thousand and Thirty Two dollars (\$94,032.00) as found in Schedule C, sufficiently guaranteeing the satisfactory completion of the offsite works on Township property described in or contemplated by this Agreement and further guaranteeing the workmanship and materials and the repair of all damage to works or facilities required by this Agreement for a minimum period of two (2) years from the date of certification of substantial completion, and receive written approval from the Township Engineer. The Security must further guarantee payment to the Township of all inspection or other costs that the Township may incur as a result of this Agreement. When the work is completed to the satisfaction of the Township Engineer and all Works have been certified by the Owner's Engineer, the Security may be reduced to an amount equal to ten (10%) per cent of the original amount determined by the Township Engineer for each phase and shall not be further reduced until the Township Engineer has approved the works at the end of the said minimum two (2) years period. No interest shall be payable on any such security deposit. The Township will not be required to provide final acceptance during the winter months or any other time of year when inspection of the Works and services is impractical due to snow cover or other adverse conditions.
 - f) Shall employ engineers registered with Professional Engineers Ontario and approved by the Township to provide the field layout, the contract administration, necessary contract(s) and full-time supervision inspection of construction. The Owner's Engineer shall provide certification that the installation of services was in conformance with said plans, documents and specifications, such certification to be in a form acceptable to the Township Engineer.
 - g) Hereby acknowledges and agrees that should there be a deficiency in or failure to carry out any work or matter required by any clause of this Agreement, whether or not such work or matter is specifically secured by way of letter of credit, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Township may draw on the letter of credit and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.
 - h) Hereby acknowledges and agrees that the Township reserves the right to draw on and use the letter of credit to complete any work or matter required to be done by the Owner pursuant to this Agreement. The Owner further acknowledges and agrees that, notwithstanding

- subsection 11(e) to this Agreement, in the event that the Township determines that any reduction in the letter of credit will create a shortfall with respect to securing the completion of any work or matter remaining to be carried out by the Owner pursuant to this Agreement, the Township will not be obligated to reduce the letter of credit until such time as such work is completed to the satisfaction of the Township or the Township has sufficient security to ensure that such work will be completed.
12. In the event works are to be performed by the Owner, its servants or its agents on lands other than lands owned by the Township (the "Onsite Works") the Owner shall:
- a) Provide the Township with, upon the earlier of (a) commencing any Onsite Works on the relevant lands, or (b) applying for a building permit, supply the Township with a letter of credit or other satisfactory security in an amount equal to 50% to a maximum of FIFTY THOUSAND DOLLARS (\$50,000) of the cost of works and facilities relating to onsite servicing, storm drainage, surface treatment of parking areas, landscaping, buffer strips, fencing, grading, curbing and similar physical improvement works (the "Onsite Works Security Deposit"). No interest shall be payable on any such security deposit.
 - b) Complete the said works and facilities within a period of two (2) years from the date of issuance of a building permit, or within two (2) years of the execution of this agreement by the Township if no building permit is required by the development provided for herein, and provide satisfactory proof of completion of the said works including survey, engineering, architectural (including landscape architect where required), or another professional certification, at the Owner's sole expense. When a substantial amount of the work is completed to the satisfaction of the Township, the Security may be reduced to an amount determined by the Township for each phase and shall not be further reduced until the Township has approved the works.
 - c) Upon failure of the Owner to complete the said works and facilities within the said two (2) years period, the Township may draw on the said letter of credit or other satisfactory security, such amount or amounts as may be required to pay for the work done or to be done pursuant to the provisions of this section and the Township and/or its authorized agents are hereby authorized to enter upon the relevant lands to perform the said works and facilities.
13. The Owner shall grade the Lands and maintain the grading elevations in order to provide for surface drainage which shall be as provided for in the Plans. The Owner shall not use or cause or permit to be used any new construction on the Lands until after an as-built grading survey has been provided by an Ontario Land Surveyor and a professional engineer or architect has given the Township, at the Owner's expense, a letter of compliance for grading and drainage and Storm Water Management and signed by the engineer or architect certifying that all services, structures, works and facilities on or in the Lands which fall within the provisions of Section 41 of the *Planning Act* and are required for this development by the Plans and this Agreement and not contained within a building, have been installed and completed in a manner satisfactory to the engineer or architect.
14. The Owner covenants and agrees not to permit the Lands to drain otherwise than into a properly installed drainage system with proper catch basins and the grades and drainage facilities shall be so established as to provide roof water onto the internal system and maintain an on-site storm water management system to limit storm run-off from the site to a predevelopment rate of flow and to indemnify and save harmless the Township from any liability for excess run-off as a result of construction or development on the Lands.

15. The Owner covenants and agrees to implement and monitor on-site sediment and erosion control measures, during construction of this development, to the satisfaction of the Township.
16. The Owner is responsible for dust control of all dust resulting from the development, whenever necessary. To eliminate dust, the Owner may be required to apply dust suppressants, covering stockpiles of topsoil with tarps or applying ground cover to the areas that have been stripped and left undeveloped at the direction of the Township.
17. The Township and Owner agree that the Owner may choose to develop the Lands in phases and in accordance with the approved phasing plan, as shown on the approved Plans. In such case, the Owner agrees as follows:
 - a) that the Owner will not apply for, nor will the Township be obligated to issue a building permit for such phase(s) until the provisions of this section have been complied with and the Owner has provided evidence that servicing capacity is available to accommodate the particular development phase, to the satisfaction of the Township;
 - b) that the Owner shall submit to the Township for review and approval proper plans and specifications showing the works and facilities required for site plan approval of each phase;
 - c) that the Owner shall provide to the Township a letter of credit or other satisfactory security in an amount to be determined by the Chief Building Official (the "CBO"), and the provisions of this Agreement shall apply to such security with respect to such phase(s); and
 - d) that the provisions of this Agreement shall apply to all such phases.
18. The Owner covenants and agrees to have the Owner's Engineer prepare and submit As Recorded Drawings within six (6) months of completion of the Offsite Works to the Township for review in electronic files (PDF) format. Once approved by Township, the Owner shall submit three (3) bound paper sets of drawings printed on 24" x 36" paper copies and electronic files (PDF and AutoCAD or similar and GIS shape files). Refer to current Township Municipal Servicing Standards for current as constructed drawing submission requirements.
19. The Owner covenants and agrees to have the Owner's Engineer prepare and submit to the Township within six (6) months of completion of the Works an individual Service Record Sheet (SRS) on 8.5" x 11" paper for each property. SRS to be submitted to the Township for review, until approved, at which time the Township requests three (3) paper sets of SRS 8.5" x 11" and electronic files (PDF). SRS are required for each municipal service within the development; drinking water, sanitary sewer and storm sewer. Refer to current Township Municipal Servicing Standards for Service Record Sheets submission requirements and template.
20. The Owner covenants and agrees to make all necessary arrangements and to be solely responsible for the costs of removing and relocating any existing municipal or public services requiring relocation in the course of, or in connection with, the construction, installation or provision of the works, services and facilities under this Agreement.
21. This Agreement shall be registered against title to the Lands at the Owner's expense. It is understood and agreed that, after this Agreement has been registered against title, it shall not be released by the Township. After all terms and conditions of this Agreement have been complied with to the satisfaction of the Township; the Township, upon request and at the Owner's expense, shall issue a Certificate of Compliance certifying compliance with this Agreement to the date of the Certificate.

- 22. The Owner hereby grants to the Township, its servants, agents and contractors a license to enter onto the Lands and into structures for the purpose of inspecting the works and the Lands or for any other purpose pursuant to the rights of the Township under this Agreement.
- 23. The Owner shall obtain from all mortgagees, charges and other persons having an interest in the Lands a postponement of their respective interests to this Agreement in a form satisfactory to the Township and said postponement(s) shall be registered against title to the Lands at the expense of the Owner so that this Agreement shall have priority over all other interests registered against the Lands. The Owner acknowledges and agrees that the site plan approval in respect of the Lands shall be conditional upon obtaining the above postponement documents and registering them against title to the Lands.
- 24. The covenants, agreements, conditions and understandings set out herein and in Schedule "B" hereto, which form part of this Agreement, shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, as the case may be.
- 25. Nothing in this Agreement constitutes a waiver of the Owner's duty to comply with any By-law of the Township or any other law.

THIS AGREEMENT is executed by the Township this 20 day of June, 2024.

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

Per:

20-06-2024

DocuSigned by:
Darren Jones

DARREN JONES – CHIEF BUILDING OFFICIAL
I have authority to bind the corporation.

THIS AGREEMENT is executed by the owner this 20 day of June, 2024.

5053745 ONTARIO INC.

Per:

20-06-2024

DocuSigned by:
Brad Wilson

BRAD WILSON - PRESIDENT
I have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS: P.O. Box 7, Mount Forest, ON, N0G 2L0

DEVELOPER'S PHONE NUMBER: 519-369-4209

DEVELOPER'S EMAIL ADDRESS: brad@wilsoncorp.ca

SCHEDULE "A"

Approved Plan and Drawings

DOCUMENT NUMBER	DOCUMENT NAME	REVISION NUMBER	REVISION DATE	PREPARED BY
03714-TS	Title Sheet	3	June 10/24	Cobide Engineering Inc.
03714-EX1	Existing Conditions & Removals Plan	3	June 10/24	Cobide Engineering Inc.
03714-ESC1	Erosion & Soil Control Plan	3	June 10/24	Cobide Engineering Inc.
03714-SP1	Development Site Plan	3	June 10/24	Cobide Engineering Inc.
03714-SG1	Site Grading Plan	3	June 10/24	Cobide Engineering Inc.
03714-SS1	Site Servicing Plan	3	June 10/24	Cobide Engineering Inc.
03714-C1	Plan & Profile STA 0+000 to 0+040.00	3	June 10/24	Cobide Engineering Inc.
03714-STM1	Storm Catchment Areas	3	June 10/24	Cobide Engineering Inc.
03714-DET1	Miscellaneous Details 1	3	June 10/24	Cobide Engineering Inc.
03714-DET2	Miscellaneous Details 2	3	June 10/24	Cobide Engineering Inc.
03714-DET3	Miscellaneous Details 3	3	June 10/24	Cobide Engineering Inc.
03714-DET4	Miscellaneous Details 4	3	June 10/24	Cobide Engineering Inc.
03714-DET5	Stormtech MC-3500 Chamber Details	3	June 10/24	Cobide Engineering Inc.
EL1.1	Title Page		5/7/2024	Ideal Supply
EL1.2	Lighting Plan		5/7/2024	Ideal Supply
EL1.3	Luminaires		5/7/2024	Ideal Supply
EL1.4	Calculations		5/7/2024	Ideal Supply
EL1.5	Rendering		5/7/2024	Ideal Supply
	Storm Sewer Design Sheet – 5 Year Storm		March 4, 2024	Cobide Engineering Inc.
	Functional Servicing and Stormwater Management Report		June 2024	Cobide Engineering Inc.
	Geotechnical Investigation		November 16, 2023	CMT Engineering Inc.

SCHEDULE "B"

Site Specific Requirements

The provisions set out in this Schedule are site specific requirements that relate to the Lands. This Schedule shall be read in conjunction with the provisions of the main body of this Agreement, but to the extent that there is any inconsistency or conflict between the two sets of provisions, the following terms of this Schedule shall prevail.

1. The Owner agrees that all the services, works, facilities and matters required under this Agreement located on the lands shall be maintained for the life of the proposed development covered by the Site Plan at the Owner's, and each subsequent Owner of expense including the SWM works to ensure proper stormwater runoff quantity and quality control, including following the monitoring and cleaning recommendations of the buried stormwater management works, grass swales, private fire hydrant, perimeter board fence, retaining wall, surface treatment of parking areas, line painting markings, signage, and landscaping.
2. The Owner agrees the onsite private fire hydrant, colour yellow, as shown in the site plan, is to be inspected and maintained to ensure they operate as per the fire hydrant design requirements. The onsite private fire hydrant is to be annually inspected by a person duly licensed to perform that function and shall maintain written records including date and time when inspection was completed, corrective measures, and list of what maintenance work was completed. The written records shall be retained at the building premises for examination by the Township's Fire Chief upon request.
3. Prior to issuance of the Occupancy Permit the following is to be completed and to the satisfaction of the Township:
 - a) Off-site works to have met substantial completion and all testing requirements of sewers, geotechnical testing and certification letter from Developers Engineer have been submitted.
 - b) On-site works to have all testing requirements of sewers and certification letter from Developers Engineer have been submitted.
 - c) The Owner shall obtain an Environmental Compliance Approval from the Ministry of the Environment, Conservation and Parks for the stormwater management (SWM) works. The Owner acknowledges that proceeding ahead of receiving MECP approvals is solely at the risk of the Owner. If applicable, the Owner's Engineer will provide a letter of exemption to clear this requirement.
 - d) The Owner and/or applicant fulfill the applicable Source Water Protection requirements to the satisfaction of the Township Risk Management Official. Please contact sourcewater@centrewellington.ca for site specific requirements.
4. The existing mature hedge along the shared property line of 460 Wellington Street East and the Lands satisfies the buffer area requirements set out in Section 6.3 Zoning By-law 66-01. If the existing hedge or part thereof is removed, compliance by other means is required at the Owners expense.

SCHEDULE "C"

Estimated Cost of the Offsite Works

Cost estimate is dated June 5, 2024, prepared by Cobide Engineering Inc.

Project No. 03714		June 5, 2024		
		440 Wellington Street - Off Site Works Preliminary Cost Estimate Mount Forest		
Item	Tender Cost Summary			Total
1.0	General Construction Items and Removals			\$4,600.00
2.0	Watermain and Appurtenances			\$10,500.00
3.0	Sanitary Sewers			\$15,500.00
4.0	Storm Sewers			\$13,850.00
5.0	Road Works			\$25,200.00
6.0	Contingency			\$6,000.00
6.0	Engineering (10%)			\$7,565.00
6.0	HST			\$10,817.95
Total Preliminary Construction Cost				\$94,032.95
Item	Quantity	Unit	Unit Price	Total
1.0 General Construction Items and Removals				
1.01	100%	LS	\$1,000.00	\$1,000.00
1.02	38	m ²	\$25.00	\$950.00
1.03	130	m ²	\$5.00	\$650.00
1.04	20	m ²	\$60.00	\$1,200.00
1.05	16	m	\$50.00	\$800.00
Total Section 1.0				\$4,600.00
2.0 Watermain and Appurtenances				
2.01	14	m	\$250.00	\$3,500.00
2.02	1	Each	\$3,500.00	\$3,500.00
2.03	1	Each	\$3,500.00	\$3,500.00
Total Section 2.0				\$10,500.00
3.0 Sanitary Sewers				
3.01	10	m	\$300.00	\$3,000.00
3.02	1	Each	\$7,500.00	\$7,500.00
3.03	2	Each	\$2,500.00	\$5,000.00
Total Section 3.0				\$15,500.00
4.0 Storm Sewers				
4.01	6	m	\$225.00	\$1,350.00
4.02	1	Each	\$8,000.00	\$8,000.00
4.03	2	Each	\$2,000.00	\$4,000.00
4.04	1	Each	\$500.00	\$500.00
Total Section 4.0				\$13,850.00
5.0 Road Works				
5.01	250	Tonnes	\$21.00	\$5,250.00
5.02	100	Tonnes	\$24.00	\$2,400.00
5.03	30	Tonnes	\$160.00	\$4,800.00
5.04	22	Tonnes	\$170.00	\$3,740.00
5.05	50	m ²	\$100.00	\$5,000.00
5.06	22	m	\$80.00	\$1,760.00
5.07	100%	LS	\$1,000.00	\$1,000.00
5.08	50	m ²	\$25.00	\$1,250.00
Total Section 5.0				\$25,200.00
Notes:				
1. The Estimate of Construction costs is provide for budgetary purposes only. This is not to be interpreted as a guarantee by Cobide Engineering Inc.				



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-07-08
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Pringle, Development Clerk
 REPORT #: DEV 2024-022
 REPORT TITLE: Notice of Decision Received for Consent Applications B26-24 & B38-24

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2024-022 regarding the Notice of Decision for the following Consent Applications, received from the County of Wellington Planning and Land Division Committee:

- B26-24 Lloyd & Miriam Martin, Part Lot 13, Concession 5 known as 7517 Sideroad 6 E in the former Arthur Township (Severance); and
- B38-24 Peter & Elaine Ballinger, Part Lot 9, Concession 5, known as 8384 Line 4 in the former West Luther Township (Severance)

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- DEV 2024-012 Consent B26-24 Lloyd & Miriam Martin (May 6, 2024)
 - Resolution in Support: 2024-156
- DEV 2024-013 Consent B38-24 Peter & Elaine Ballinger (May 6, 2024)
 - Resolution in Support: 2024-157

BACKGROUND

The County of Wellington is the approval authority for Consent Applications which include: severances, lot line adjustments and easements. The Township of Wellington North is a commenting agency for applications within the municipality.

ANALYSIS

A Notice of Decision has been received from the County of Wellington Planning and Land Division Committee on the above noted applications.

Council was in support of application B26-24 and the required conditions have been added to the decision.

Council was generally in support of application B38-24 but added the additional note "Council would like to see the rural residential portion reduced". This information was presented as

part of the June 13 2024 County of Wellington Land Division Committee Agenda in the Report Summary.

According to the draft minutes of the meeting the Agent, Jeff Buisman, presented: that the existing vegetable garden has never been part of the agricultural parcel so the amount of agricultural land remains the same. He also noted that the proposal follows the existing row of trees. The Ballinger's stated that the trees at the back are double cedar and double evergreen which creates a wind break for top soil and a buffer for the house from dust and spray.

The last day to file an appeal to the Ontario Land Tribunal for these applications is July 9, 2024.

CONSULTATION

When notification of an application is received, it is circulated to staff for review. Some of the items evaluated are site size, zoning by-law conformity, entrances, servicing availability and municipal drain location.

Once this stage is complete, conditions are added that will need to be met, prior to the application being completed, and a recommendation made to Council regarding whether the municipality is in support or not.

Once a decision is made by Council, staff submit the commenting form back to the County stating whether the Township is in support of the application, along with the list of conditions to be cleared.

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

DEV 2024-022 **APPENDIX A** Notice of Decision B26-24

DEV 2024-022 **APPENDIX B** B26-24 Severance Sketches No. 24-9984 prepared by Greg Ford at Wilson-Ford Surveying & Engineering, dated February 26, 2024

DEV 2024-022 **APPENDIX C** Notice of Decision B38-24

DEC 2024-022 **APPENDIX D** B38-24 Severance Sketch No. 33166-24 prepared by Jeff Buisman at Van Harten Land Surveyors – Engineers, dated April 4, 2024

STRATEGIC PLAN 2024

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

N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

County of Wellington Planning and Land Division Committee
 Deborah Turchet, Secretary-Treasurer
 Wellington County Administration Centre
 74 Woolwich Street Guelph, Ontario N1H 3T9

June 19, 2024

EXPLANATION OF APPEAL PROCEDURES

DEAR SIR or MADAM:

Attached is a **Notice of Initial Decision on Application for Consent B26-24** pursuant to the provisions of the Ontario Planning Act.

The Decision of the County of Wellington Planning and Land Division Committee, and/or the Conditions of Approval for the provisional consent **may be appealed to the Ontario Land Tribunal not later than 20 days after the giving of Notice of Decision is completed**, by filing with the Secretary-treasurer of the County of Wellington Planning and Land Division Committee at the above address a **written notice** of your desire to appeal the Decision and/or **a written notice** of your desire to appeal a Condition(s) of Approval imposed in the Decision. **Such notice will require reasons to be set out in writing of your appeal, and must be accompanied with a fee of \$ 400.00, as prescribed by the Ontario Land Tribunal Act.** Certified Cheque, or money orders should be made payable to the **Minister of Finance of Ontario**.

If a specified person files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made a written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent then the Ontario Land Tribunal may dismiss the appeal.

Also, the Ontario Land Tribunal may, where it is of the opinion that the reasons in support of an appeal are insufficient, dismiss the appeal without a full hearing; but, before so dismissing an appeal, shall notify the appellant and afford them an opportunity to make representation as to the merits of the appeal.

The Ontario Land Tribunal, when it is holding a hearing, will give notice to such agencies or persons and in such manner as the Tribunal may determine, and in this appeal hearing, may make any decision that could have been made on the original application.

If the Decision of the County of Wellington Planning and Land Division Committee is to give provisional consent on the above-numbered application, and no appeals are filed within the time period allowed, the Consent shall be given, **except that where conditions of approval have been imposed, the Consent shall not be given until** the conditions of approval have been fulfilled to the satisfaction of the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee.

Subject to any action taken under Subsection 53(23), the Applicant(s) has a **period of TWO YEARS FROM the GIVING of NOTICE of DECISION to fulfill all the Conditions of Approval in respect of the consent. If the Applicant(s) has not fulfilled all the conditions, the Consent on the application shall thereupon be Deemed to be Refused**, pursuant to Subsection 53(41) of the Ontario Planning Act.

ADDITIONAL INFORMATION regarding this application for consent and this decision of the County of Wellington Planning and Land Division Committee is available for inspection at the County of Wellington Planning and Land Division office at 74 Woolwich Street, Guelph, Ontario, during regular business hours, Monday through Friday.
 Phone – 519 837 2600 x2160 or x2170; Fax – 519 837 3875

RECIPIENTS:

APPLICANT – Lloyd & Miriam Martin	AGENT – Amsey Frey	MUNICIPALITY Township of Wellington North
COUNTY PLANNING DEPARTMENT	BELL CANADA	
GRAND RIVER CONSERVATION AUTHORITY	REGIONAL ASSESSMENT OFFICE	

COUNTY of WELLINGTON PLANNING AND LAND DIVISION COMMITTEE
Wellington County Administration Centre
74 Woolwich Street Guelph, Ontario N1H 3T9

ONTARIO PLANNING ACT, Section 53(14)

NOTICE of DECISION

File B26-24

APPLICANT

Lloyd & Miriam Martin
7517 Sideroad 6E, R. R. #2
Kenilworth, ON N0G 2E0

LOCATION OF SUBJECT LANDS

Township of Wellington North (Arthur Twp)
Part Lot 13
Concession 5

The Planning and Land Division Committee, considering all of the evidence presented, and being assured that it had jurisdiction to consider the matter which was submitted to it, concludes that:

In the matter of an application by Lloyd & Miriam Martin pursuant to Section 53 of the Planning Act, R. S. O. 1990 as amended for consent to convey land for a parochial school, being Part of Lot 13, Concession 5, geographic Township of Arthur, now Township of Wellington North, **PROVISIONAL CONSENT IS GRANTED SUBJECT TO THE FULFILMENT OF 10 CONDITIONS OF APPROVAL.** The Planning and Land Division Committee has the opinion that a plan of subdivision of the subject lands is not necessary for the proper and orderly development of the municipality for this proposal; that the proposal satisfies generally the intent of the criteria of Section 51, subsection 24 of the Planning Act, R.S.O. 1990 as amended; and that the proposal is consistent with the intent and policies of the Provincial Policy Statement; and that it conforms generally to the intent and policies of the County's official plan.

PUBLIC INPUT: Notice of Application was circulated as required under The Planning Act, Section 53(4). There were no submissions made to the Planning and Land Division Committee or oral submissions made at the Public Meeting in support or opposition to the proposed consent.

FINAL CONSENT IS DEEMED TO BE GIVEN when the Secretary-Treasurer of the Planning and Land Division Committee has received written proof that all of the conditions of approval have been fulfilled within the prescribed period of time.

THE PLANNING AND LAND DIVISION COMMITTEE ADVISES THE APPLICANT that all of the conditions of approval for this provisional consent must be fulfilled within a period of two years after written notice of this decision was given or consent shall be deemed to be refused. In the event of an appeal to the Ontario Land Tribunal, the application for consent shall not be deemed to be refused for failure to fulfill the conditions until the expiry of two years from the date of the order or date of the notice of the Ontario Land Tribunal issued in respect of the appeal.

CONDITIONS OF APPROVAL TO BE FULFILLED NO LATER THAN (4:00 p.m.) ON JUNE 20, 2026

- 1 **THAT** the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
- 2 **THAT** the Solicitor for the Owner give a signed undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document including the Form 2 Certificate for Consent
- 3 **THAT** the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review and issuance of the Certificate of Consent for the severed parcel.
- 4 **THAT** the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the secretary-treasurer of the Planning and Land Division Committee.
- 5 **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 the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 6 **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 7 **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 reapportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 8 **THAT** driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 9 **THAT** daylight triangles as described in the Municipal Servicing Standards of corner lots that are adjacent roads be deeded to the Township; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 10 **THAT** servicing can be accommodated on the severed and retained lands to the satisfaction of the local municipality; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

End of Conditions of Approval; see next page for signatures, dates and other information.

NOTICE OF DECISION ON APPLICATION B 26-24, continued:

PLEASE BE ADVISED:

1. Additional information regarding this application for consent is available to the public for inspection at the County of Wellington Planning and Land Division Office, 74 Woolwich Street, Guelph ON N1H 3T9 during regular business hours, Monday through Friday, holidays excepted.
2. You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse to give provisional consent or made a written request to be notified of changes to the conditions of the provisional consent.
3. Only individuals, corporations or public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may be filed on behalf of an unincorporated association by a person who is a member of the association but not by the association.

WE, the undersigned



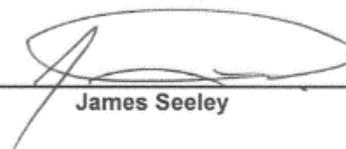
Michael Dehn



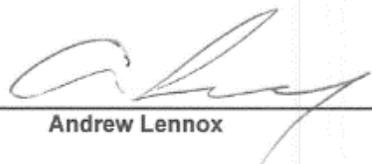
Shawn Watters



Mary Lloyd



James Seeley



Andrew Lennox

CONCURRED IN THE ABOVE DECISION TO GRANT PROVISIONAL CONSENT ON JUNE 13, 2024

AN APPEAL TO THE ONTARIO LAND TRIBUNAL IN RESPECT OF THIS DECISION OR CONDITION(S) OF APPROVAL MUST BE FILED WITH THE SECRETARY-TREASURER OF THE PLANNING & LAND DIVISION COMMITTEE NO LATER THAN 4:00 p.m. ON

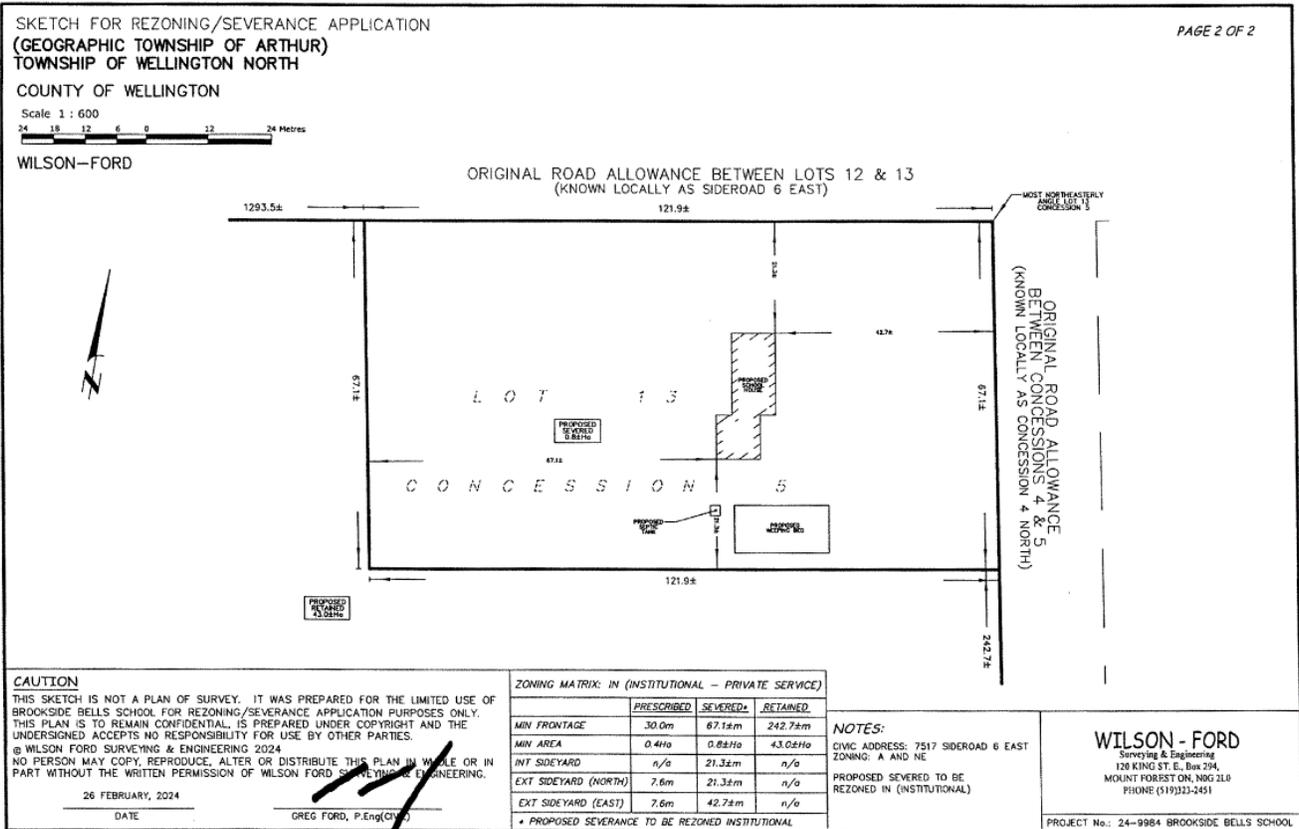
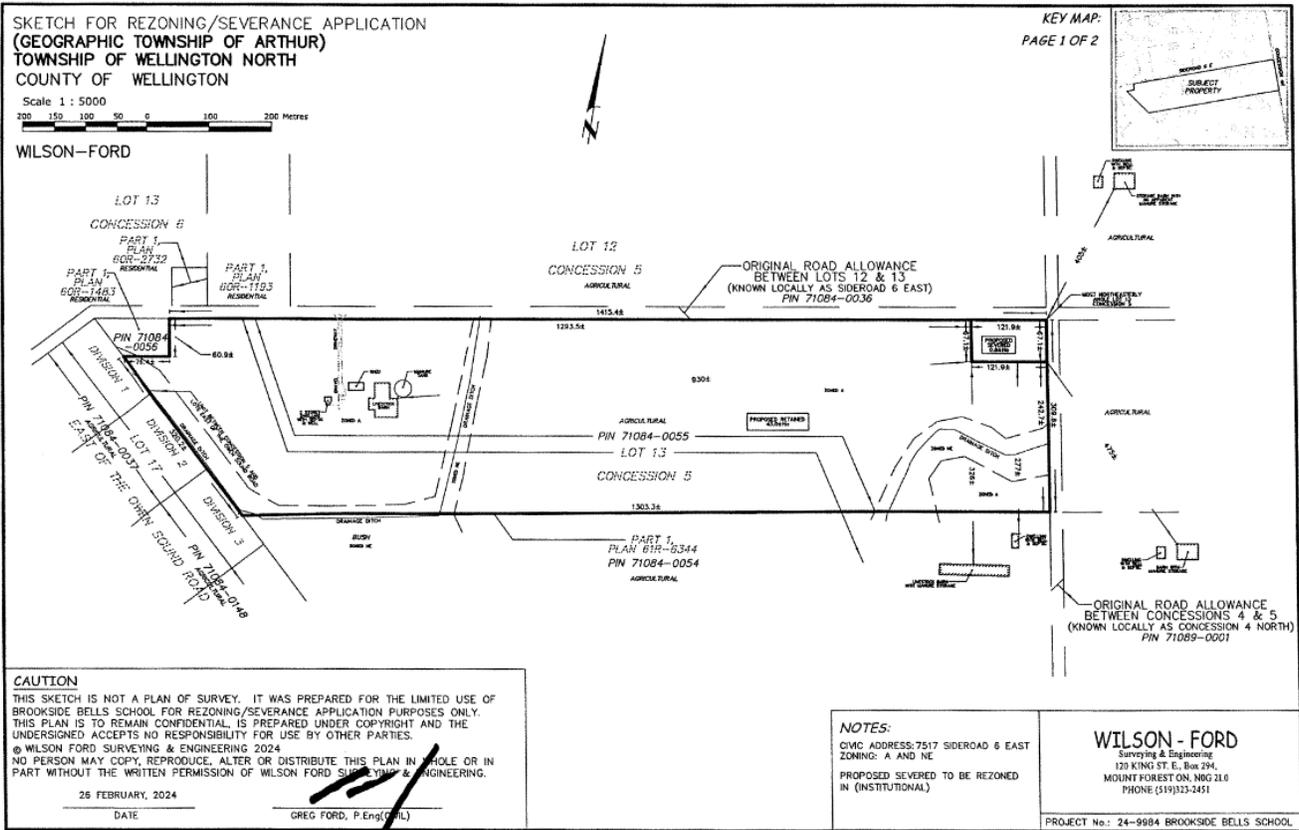
JULY 9, 2024

I certify that these pages are the decision of the County of Wellington Planning and Land Division Committee with respect to this application for consent.

DATED: JUNE 19, 2024SIGNED: Deborah Turlet

APPENDIX B - SEVERANCE SKETCHES B26-24

046



County of Wellington Planning and Land Division Committee
 Deborah Turchet, Secretary-Treasurer
 Wellington County Administration Centre
 74 Woolwich Street Guelph, Ontario N1H 3T9

June 19, 2024

EXPLANATION OF APPEAL PROCEDURES

DEAR SIR or MADAM:

Attached is a **Notice of Initial Decision on Application for Consent B38-24** pursuant to the provisions of the Ontario Planning Act.

The Decision of the County of Wellington Planning and Land Division Committee, and/or the Conditions of Approval for the provisional consent **may be appealed to the Ontario Land Tribunal not later than 20 days after the giving of Notice of Decision is completed**, by filing with the Secretary-treasurer of the County of Wellington Planning and Land Division Committee at the above address a **written notice** of your desire to appeal the Decision and/or a **written notice** of your desire to appeal a Condition(s) of Approval imposed in the Decision. **Such notice will require reasons to be set out in writing of your appeal, and must be accompanied with a fee of \$ 400.00, as prescribed by the Ontario Land Tribunal Act.** Certified Cheque, or money orders should be made payable to the **Minister of Finance of Ontario**.

If a specified person files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made a written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent then the Ontario Land Tribunal may dismiss the appeal.

Also, the Ontario Land Tribunal may, where it is of the opinion that the reasons in support of an appeal are insufficient, dismiss the appeal without a full hearing; but, before so dismissing an appeal, shall notify the appellant and afford them an opportunity to make representation as to the merits of the appeal.

The Ontario Land Tribunal, when it is holding a hearing, will give notice to such agencies or persons and in such manner as the Tribunal may determine, and in this appeal hearing, may make any decision that could have been made on the original application.

If the Decision of the County of Wellington Planning and Land Division Committee is to give provisional consent on the above-numbered application, and no appeals are filed within the time period allowed, the Consent shall be given, **except that where conditions of approval have been imposed, the Consent shall not be given until** the conditions of approval have been fulfilled to the satisfaction of the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee.

Subject to any action taken under Subsection 53(23), the Applicant(s) has a **period of TWO YEARS FROM the GIVING of NOTICE of DECISION to fulfill all the Conditions of Approval in respect of the consent. If the Applicant(s) has not fulfilled all the conditions, the Consent on the application shall thereupon be Deemed to be Refused, pursuant to Subsection 53(41) of the Ontario Planning Act.**

ADDITIONAL INFORMATION regarding this application for consent and this decision of the County of Wellington Planning and Land Division Committee is available for inspection at the County of Wellington Planning and Land Division office at 74 Woolwich Street, Guelph, Ontario, during regular business hours, Monday through Friday.
 Phone – 519 837 2600 x2160 or x2170; Fax – 519 837 3875

RECIPIENTS:

APPLICANT – Peter & Elaine Ballinger	AGENT – Jeff Buisman	MUNICIPALITY – Township of Wellington North
COUNTY PLANNING DEPARTMENT	BELL CANADA	
GRAND RIVER CONSERVATION AUTHORITY	COUNTY ENGINEERING	REGIONAL ASSESSMENT OFFICE

COUNTY of WELLINGTON PLANNING AND LAND DIVISION COMMITTEE
Wellington County Administration Centre
74 Woolwich Street Guelph, Ontario N1H 3T9

ONTARIO PLANNING ACT, Section 53(14)

NOTICE of DECISION

File B38-24

APPLICANT

Peter & Elaine Ballinger
8384 Line 4
Arthur N0G 1A0

LOCATION OF SUBJECT LANDS

Township of Wellington North (West Luther)
Part Lot 9
Concession 5

The Planning and Land Division Committee, considering all of the evidence presented, and being assured that it had jurisdiction to consider the matter which was submitted to it, concludes that:

In the matter of an application by Peter & Elaine Ballinger pursuant to Section 53 of the Planning Act, R. S. O. 1990 as amended for consent to convey land for a Surplus Farm Dwelling rural residential lot, being Part of Lot 9, Concession 5, geographic West Luther Township, now Township of Wellington North, **PROVISIONAL CONSENT IS GRANTED SUBJECT TO THE FULFILMENT OF 11 CONDITIONS OF APPROVAL.** The Planning and Land Division Committee has the opinion that a plan of subdivision of the subject lands is not necessary for the proper and orderly development of the municipality for this proposal; that the proposal satisfies generally the intent of the criteria of Section 51, subsection 24 of the Planning Act, R.S.O. 1990 as amended; and that the proposal is consistent with the intent and policies of the Provincial Policy Statement; and that it conforms generally to the intent and policies of the County's official plans; and, further, that the proposal represents compatible development and good planning.

PUBLIC INPUT: Notice of Application was circulated as required under The Planning Act, Section 53(4). There were no submissions made to the Planning and Land Division Committee or oral submissions made at the Public Meeting in support or opposition to the proposed consent.

FINAL CONSENT IS DEEMED TO BE GIVEN when the Secretary-Treasurer of the Planning and Land Division Committee has received written proof that all of the conditions of approval have been fulfilled within the prescribed period of time.

THE PLANNING AND LAND DIVISION COMMITTEE ADVISES THE APPLICANT that all of the conditions of approval for this provisional consent must be fulfilled within a period of two years after written notice of this decision was given or consent shall be deemed to be refused. In the event of an appeal to the Ontario Land Tribunal, the application for consent shall not be deemed to be refused for failure to fulfill the conditions until the expiry of two years from the date of the order or date of the notice of the Ontario Land Tribunal issued in respect of the appeal.

CONDITIONS OF APPROVAL TO BE FULFILLED NO LATER THAN (4:00 p.m.) ON JUNE 20, 2026

- 1 **THAT** the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
- 2 **THAT** the Solicitor for the Owner give a signed undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document including the Form 2 Certificate for Consent
- 3 **THAT** the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review and issuance of the Certificate of Consent for the severed parcel.
- 4 **THAT** the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the secretary-treasurer of the Planning and Land Division Committee.
- 5 **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 the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 6 **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 7 **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 reapportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 8 **THAT** driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 9 **THAT** the Owner receive zoning compliance and classification from the Local Municipality and the County of Wellington Planning Department to prohibit a new residential dwelling on the retained parcel in a manner deemed acceptable; and that the Local Municipality and the County of Wellington Planning Department file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

- 10 **THAT** a conveyance of 17' along Wellington Road 16 to achieve a consistent 100' Right-of-way width to be retained for future road widening purposes; and that the County of Wellington Roads Department files with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 11 **THAT** a conveyance of 50'x50' daylight corner at Wellington Road 16 and Fourth Line measured from the original 66' right-of-way to be retained for future road widening purposes; and further that the County of Wellington Roads and Engineering Department file with the secretary-treasurer of the County of Wellington Land Division Committee a copy of the registered conveyancing document as written proof of fulfillment of this condition

End of Conditions of Approval; see next page for signatures, dates and other information.

NOTICE OF DECISION ON APPLICATION B 38-24, continued:

PLEASE BE ADVISED:

1. Additional information regarding this application for consent is available to the public for inspection at the County of Wellington Planning and Land Division Office, 74 Woolwich Street, Guelph ON N1H 3T9 during regular business hours, Monday through Friday, holidays excepted.
2. You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse to give provisional consent or made a written request to be notified of changes to the conditions of the provisional consent.
3. Only individuals, corporations or public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may be filed on behalf of an unincorporated association by a person who is a member of the association but not by the association.

WE, the undersigned

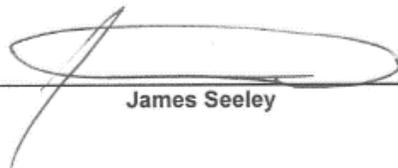
 Michael Dehn



 Shawn Watters



 Mary Lloyd



 James Seeley

 Andrew Lennox

 CONCURRED IN THE ABOVE DECISION TO GRANT PROVISIONAL CONSENT ON JUNE 13, 2024

AN APPEAL TO THE ONTARIO LAND TRIBUNAL IN RESPECT OF THIS DECISION OR CONDITION(S) OF APPROVAL MUST BE FILED WITH THE SECRETARY-TREASURER OF THE PLANNING & LAND DIVISION COMMITTEE NO LATER THAN 4:00 p.m. ON

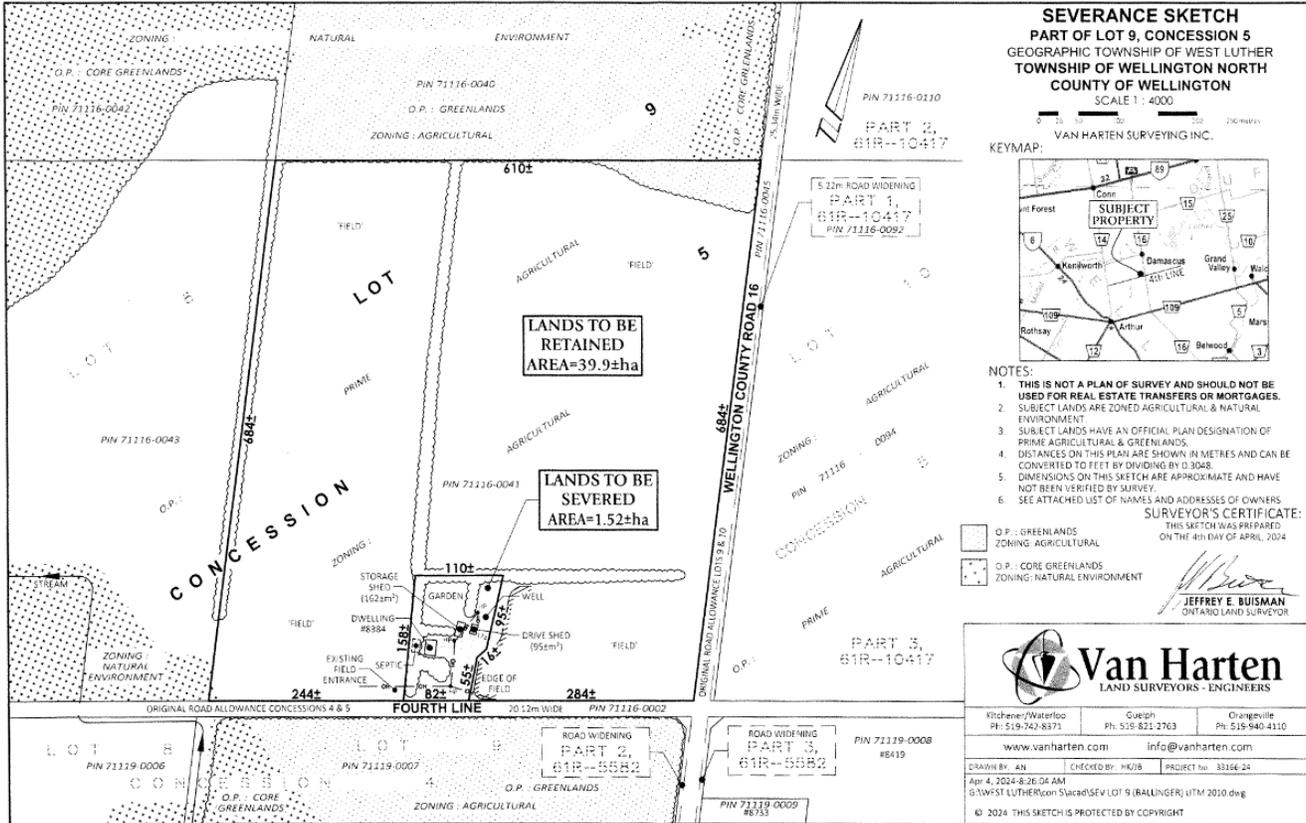
JULY 9, 2024

I certify that these pages are the decision of the County of Wellington Planning and Land Division Committee with respect to this application for consent.

 DATED: JUNE 19, 2024

SIGNED:







TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-07-08

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2024-028

REPORT TITLE: Community Improvement Plan

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2024-028 Community Improvement Plan;

AND THAT Council approve a Public Art Grant in the amount of \$1,250 to Case Verde Imports, Arthur.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

There have been numerous reports to council on the Township of Wellington North Community Improvement Plan since the program was approved by council in 2011 however none are pertinent to this report.

BACKGROUND

Our **Community Improvement Program (CIP)** enables the Municipality to provide grants to individuals, businesses, and organizations who are making improvements to their buildings and property all in an effort to support revitalization and redevelopment activities in our community. Since the program was launched in 2011, 165 applicants have applied for and been approved for funding under the program.

The total dollar value of improvements made in our community, in partnership with these applicants, is conservatively estimated at over \$4 million. Of this amount 88% has been covered by the applicants with the remaining 12% covered by grants or loans under the Community Improvement Program or the Downtown Revitalization Program. (see chart below)

In July 2023, council approved our updated Community Improvement Program. The goals of our 2023 CIP have not changed significantly from previous years, however, with this recent update council has communicated a commitment to continue with our CIP program through

to 2028. At that time, another analysis will be completed, and recommendations made to council.

YEAR	NUMBER OF APPLICANTS	MUNICIPAL APPROVAL	AMOUNT ADVANCED	APPLICANT CONTRIBUTION	TOTAL \$ VALUE OF IMPROVEMENTS
2012 Totals	4 applicants	\$9,715	\$7,500	\$39,722	\$49,437
2013 Totals	4 applicants	\$11,400	\$10,778	\$18,910	\$30,310
2014 Totals	9 applicants	\$26,195	\$25,247	\$62,098	\$88,293
2015 Totals	7 applicants	\$26,050	\$26,050	\$57,960	\$84,010
2016 Totals	9 applicants	\$20,299	\$18,358	\$61,538	\$81,838
2017 Totals	12 applicants	\$52,757	\$50,257	\$197,305	\$250,062
2018 Totals	11 applicants	\$43,879	\$35,880	\$191,645	\$235,524
2019 Totals	29 applicants	\$88,137	\$65,189	\$534,597	\$622,734
2020 Totals	36 applicants	\$79,132	\$79,132	\$604,769	\$683,901
2021 Totals	17 applicants	\$60,798	\$50,798	\$889,795	\$950,593
2022 Totals	12 applicants	\$21,411	\$17,500	\$61,756	\$83,167
2023 Totals	10 applicants	\$33,220	\$30,720	\$906,020	\$939,240
2024 Totals	4 applicants	\$10,250	\$0.00	\$22,290	\$32,540
Totals	165 applicants	\$483,243 (11.6%)	\$417,409	\$3,648,405 (88.4%)	\$4,131,649

GOAL

The Community Improvement goals continue:

- a. To provide incentives for businesses to enhance their buildings presentation and function to the public;
- b. To stimulate pride in our urban downtowns, Wellington North hamlets and the Agri based enterprises found in Wellington North's rural areas;
- c. To contribute to the overall enhancement of our communities as a place for family friendly business;
- d. To encourage the revitalization of vacant, underutilized and/or inaccessible properties and buildings;
- e. To encourage incorporating sustainable improvements that reduce the impact of our built environment to the natural environment;
- f. To provide a commitment to the applicants with a program timeframe of up to 2028.

OBJECTIVES

The Community Improvement objectives continue as follows:

- a. To provide for rehabilitation or improvement of commercial, institutional and industrial façades, through the use of municipally assisted programs and funding sources;
- b. To provide an incentive for private investment through the use of municipally assisted programs, (e.g. tax incentives, grants, loans) and funding sources;
- c. To improve the physical, functional and aesthetic amenities of buildings in downtown Mount Forest, Arthur, hamlets and agricultural areas while stimulating private investment, revitalization, and sustainability.

PUBLIC ART GRANT

The intent of the Public Art Grant Program is:

- To encourage the inclusion of art programming such as mural work, sidewalk art, commemoration, custom site amenities, etc.

It is a one-time grant for the cost of the art-related work located within approved areas of community improvement project areas.

BUILDING CONVERSION AND IMPROVEMENT GRANT

The intent of the Building Conversion and Improvement Grant Program is:

- To assist with improvements to existing buildings, to meet the current Building Code, and to provide for safe and usable eligible uses;
- To reduce the cost of improvements by offering a grant for any required planning application fees (e.g. minor variance), building permit fees or development charges
- to assist with the removal of barriers and increase accessibility for people with disabilities in Wellington North and to support improvements to private property in order to meet the Ontario's accessibility laws and standards;
- to assist in the conversion of existing unused or underused space into new

Such other similar improvements to the building exterior as may be approved by the CIPRP, EDO and Township's Chief Building Official (as needed).

FAÇADE IMPROVEMENT LOAN AND GRANT PROGRAM

The intent of the Façade Improvement Loan and Grant Program is:

- Repainting or cleaning of the façade and those parts of the building visible from adjacent streets or public areas
- Restoration of façade masonry, brickwork or wood and metal cladding
- Replacement or repair of cornices, eaves, parapets, and other architectural features
- Replacement or repair of windows
- Entrance-way modifications including provisions to improve accessibility for the physically challenged
- Redesign of the store front
- Removal of inappropriate signage and installation of appropriate new or refurbished signage
- Restoration of original façade appearance
- Replacement or repair of canopies and awnings
- Installation or repair of exterior lighting
- Perpendicular signage; and,

ANALYSIS

Application for Council Consideration:

Case Verde Imports, Arthur is planning to expand on the mural on the garage door of their business.

Case Verde had the privilege of having a local young artist start a mural on the garage door on the front of their business last year. The owners have been in discussions with the artist to expand on what she has started, and they are very excited to see how spectacular it can look.

The mural to-date has proved to be an excellent draw, bringing people in to get their Instagram photo and then explore their shop.

The owners are trying to build themselves into a destination stop for visitors traveling north. They would like to be a draw to help build up the Arthur business community. This “Eye Candy” will do just that they believe.

The applicant is eligible for a Public Art Grant totaling 100% of the costs up to a maximum grant of \$2,500. The cost of the upgrades is estimated at \$1,250 which means they are eligible for the full \$1,250.



BEFORE



AFTER (design sketch, plus additional organic infill)

CONSULTATION

Darren Jones, Chief Building Official, reviewed both applications.
Robyn Mulder, Economic Development Officer, compiled report.

FINANCIAL CONSIDERATIONS

\$35,000 in funding has been included in the 2024 Economic Development Operating budget to support Community Improvement Program applications.

Year to date, not including these applications, council will have approved \$10,250 in grant funding.

Staffing Implications – some administration

N/A

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How: The CIP continues to provide a framework to encourage and support the redevelopment, underutilization and/or inaccessible properties and buildings within Wellington North.

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

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2024-07-08
 MEETING TYPE: Open
 SUBMITTED BY: Chris Harrow, Fire Chief/Director Fire Services
 REPORT #: FIRE 2024-002
 REPORT TITLE: Community Risk Assessment

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2024-002 for information;

AND THAT Council adopt the Community Risk Assessment.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Report #2024-001 2024 Workplan

BACKGROUND

The Fire Protection and Prevention Act 1997 was amended in 2018 with Ontario Regulation 378/18: Community Risk Assessments (O. reg 387/18) and came into effect on July 1st, 2019. It stated that all municipalities in Ontario had to complete a more thorough Community Risk Assessment utilizing the nine (9) mandatory profiles outlined by the Office of the Fire Marshal. Each municipality had until July 1st, 2024 to complete this document.

A few years later, the OFMEM came out with a companion document providing guidance on how to complete the Community Risk Assessment. Utilizing this guidebook, as well as plenty of other data, we were able to complete the Community Risk Assessment before the deadline.

ANALYSIS

The completion of the Community Risk Assessment finalizes item 1 on our 2024 workplan. A great deal of data was used from various departments in the Township as well as the Office of the Fire Marshal and MPAC. The document looked at the entire Township and established the risks we at Wellington North Fire Services deal with or need to deal with in the future to help keep our community safe from fire related risks.

Completing the Community Risk Assessment will now lead us into completing the Master Fire Plan. The Master Fire Plan will address the risks the Community Risk Assessment identified as well as look at our operations and all facets of the fire service and come up with our own

strategic plan for advancing the fire service in Wellington North while aligning with the new Strategic Plan adopted by the municipality.

The risks identified are summarized at the end of the document. Some of the highlights outlined in the document are;

- the long travel time we have to certain areas of our municipality taking longer to get apparatus on location
- the more densely developments become, the greater the fire risk as well as to exposures
- the large senior population in the Township can lead to increased risk of fire fatalities

There are many other risks documented in the overall assessment. It has been filed with the Office of the Fire Marshal and we are in compliance with the Regulation listed above. The Management Team will next come back to Council with an outline for the completion of the Fire Master Plan.

CONSULTATION

This report was completed in consultation with the three (3) Directors of the Fire Service Management Team as well as the many staff in the Township.

FINANCIAL CONSIDERATIONS

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 completion of the Community Risk Assessment will lead to the development of the Fire Master Plan
- Enhance information sharing and participation in decision-making
How:
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

JUNE 28, 2024

COMPREHENSIVE
COMMUNITY RISK ASSESSMENT
TOWNSHIP OF WELLINGTON NORTH

WELLINGTON NORTH FIRE SERVICE

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Forward

The Community Risk Assessment (C.R.A) has been developed for the Township of Wellington North to comply with Ontario Regulation 378/18: Community Risk Assessments (O. Reg 387/18). O. Reg 378/18 was made under the authority of the Fire Protection and Prevention Act, 1997 (F.P.P.A) and came into effect on July 1st, 2019. It requires all municipalities in Ontario to develop a C.R.A prior to July 1, 2024. This regulation also requires municipalities to “use its community risk assessment to inform decisions about the provisions of fire protection services.”

The community risk assessment will be a valuable tool that will help inform the development of the Master Fire Plan. The CRA is however, a stand-alone document that will be reviewed and updated annually or as circumstances change.

The methodology and analysis utilized to develop this C.R.A has been directly informed by O.F.M.E.M T.G.-02-2019, which recognizes the value of understanding the fire risk within a community, and the importance of developing fire risk reduction and mitigation strategies in addition to providing fire suppression services.

The primary purpose of the C.R.A is to identify fire-related risks and make decisions on how to deal with the identified risks.

Methodology

As required by O. Reg 378/18, this C.R.A includes a comprehensive analysis of the nine mandatory profiles including:

1. Geographic Profile
2. Building Stock Profile
3. Critical Infrastructure Profile
4. Demographic Profile
5. Public Safety & Response Profile
6. Community Services Profile
7. Hazard Profile
8. Economic Profile
9. Past Loss & Event History Profile

The mandatory profile analyses result in a series of risk related conclusions that will be used to inform service levels or other strategies in alignment with the three lines of defense through a risk treatment process. These findings will be referred to as “identified risk” throughout the document. All fire risk-related conclusions will be taken through a risk treatment process and aligned with Ontario’s “three lines of defense” fire protection strategy. The three lines of defense are: public education, enforcement and fire suppression.

Nine Profiles of Community Risk

Geographic Profile

Overview

The geographic profile includes physical features of the community that impact the risk of and response to fire and other emergencies in the community. This can include large bodies of water, highway/road networks, waterways, railways, bridges and wildland-urban interfaces.

The Township of Wellington North is located on the northern boundary of Wellington County. It includes the urban areas of Arthur and Mount Forest, the Townships of Arthur and West Luther as well as a portion of West Garafraxa. The total land area is approximately 526.21 square kilometers.

The Township of Wellington North is one of seven municipalities in the County of Wellington. It is bordered by the Town of Minto, Township of Southgate, Town of Grand Valley, Township of Centre Wellington, Township of Mapleton and the Municipality of West Grey.

The land area of the Township of Wellington North represents a geographically large emergency response area of 526.21 square kilometers, excluding aid-agreement areas. The large geographic emergency response area may have a direct impact on travel time by Wellington North Fire Service (WNFS), with some areas requiring a 25km response. As the Township continues to grow, the Township may wish to consider partnerships with local developers to construct homes equipped with residential sprinklers. Residential sprinklers are an effective strategy to reduce the spread of fire until suppression crews arrive on scene.

IDENTIFIED RISK: THE LARGE GEOGRAPHIC EMERGENCY RESPONSE AREA MAY HAVE A DIRECT IMPACT ON TRAVEL TIME BY WNFS.

The land in Wellington North is primarily agricultural lands mixed with natural heritage features protected by local conservation authorities as shown in **Figures 1-3**.

IDENTIFIED RISK: INACCESSIBLE AND UNIDENTIFIED RURAL PROPERTIES CAN CAUSE DELAYED RESPONSE TIMES BY WNFS.

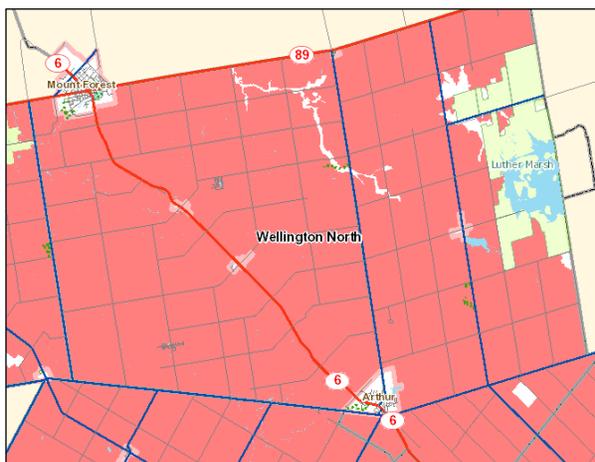


Figure 1 Prime Agriculture as defined in red

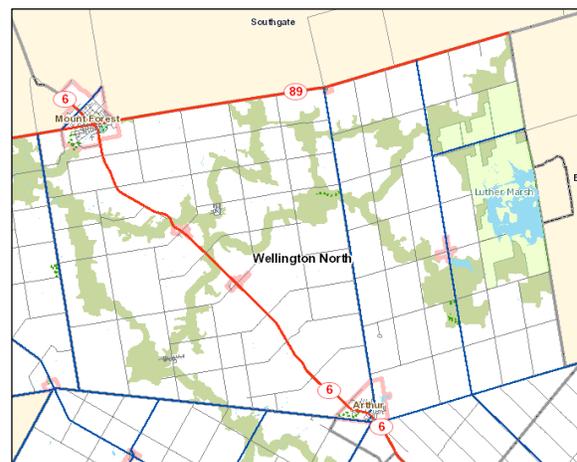


Figure 2 Natural Heritage as defined in green

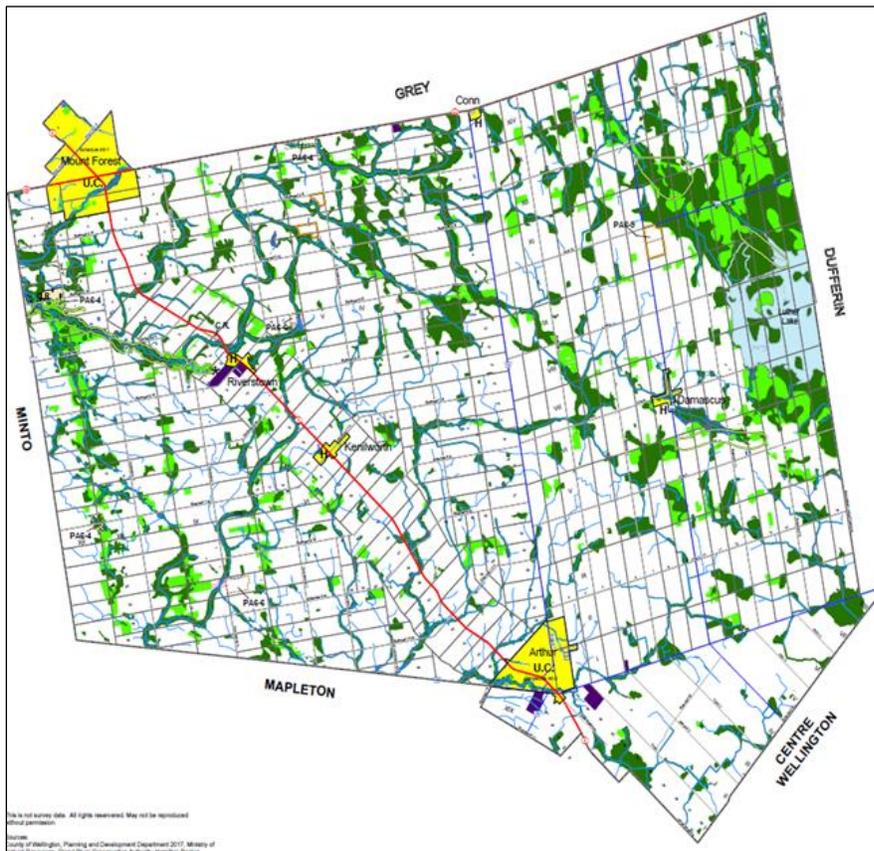


Figure 3 Land Use Plan

Settlements & Communities

There are 2 communities located within the Township of Wellington North. These include Arthur & Mount Forest. There are also smaller communities which include Damascus, Derrynane, Farewell, Gordonville, Green Park, Kenilworth, Metz, Monck, Mount View, Olivet, Petherton, Riverstown and Wagram.

Roads, Transit & Bridges

Roads and transportation systems provide fire and emergency services with access throughout the community when responding to incidents. Road networks can also contribute to vehicle congestion causing delays in emergency response travel times.

When possible, the Township's transportation planning processes should include WNFS as a stakeholder to provide consideration to emergency services needs and challenges relating to the road network, traffic congestion, and initiatives such as traffic calming.

Major roads and highways within the Township of Wellington North include:

- King's Highway 89, Highway 89 is a provincially maintained highway in the Canadian province of Ontario.
- King's Highway 6, Highway 6 is a provincially maintained highway in the Canadian province of Ontario.
- Wellington County Roads:
 - Wellington Rd 109
 - Wellington Rd 6

- Wellington Rd 14
- Wellington Rd 15
- Wellington Rd 16

The presence of major highways and transportation routes have the potential for transport incidents involving dangerous goods. Agriculture and industry increases the volume of large transport trucks and tractors in and through the towns. These areas should be given consideration as an incident involving dangerous goods being transported through one of the downtown cores could occur.

Roads are also important from a risk perspective because motor vehicle related incidents are often a common source of emergency call volumes. Motor vehicle collisions account for approximately 18% of WNFS call volumes over the 10-year period. **Figure 4** shows the number of incidents by month over the last four years.

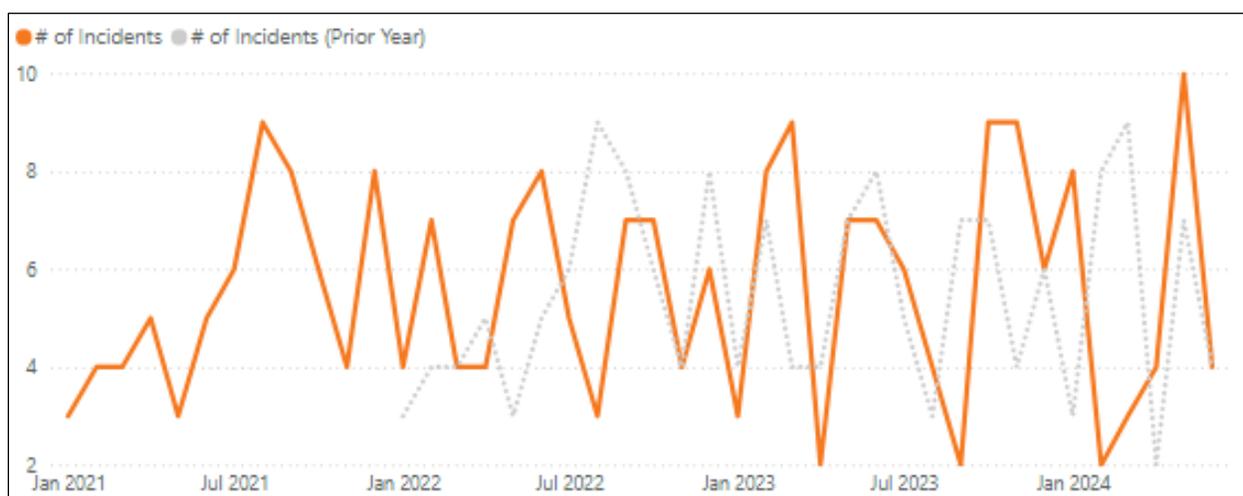


Figure 4 Number of Incidents by Month

Currently, there are no public transit systems located in the Township of Wellington North.

IDENTIFIED RISKS:

1. **HIGHWAY 6 IS A SIGNIFICANT CORRIDOR FOR BEACH GOER AND COTTAGE TRAFFIC DURING THE SUMMER MONTHS WHICH CAN INCREASE MOTOR VEHICLE COLLISIONS. THE RELATED TRAFFIC CONGESTIONS CAN SLOW DOWN RESPONSE TIMES, INCLUDING ON THE MAIN CORRIDORS THROUGH EACH URBAN AREA WHICH CAN SLOW FIREFIGHTER RESPONSE TIME TO THE STATION.**
2. **SOME HIGHWAYS ARE A SIGNIFICANT CORRIDOR FOR THE TRANSPORTATION OF DANGEROUS GOODS WHICH CAN LEAD TO HAZMAT RELATED INCIDENTS WITHIN THE TOWNSHIP OF WELLINGTON NORTH**
3. **MVCS MAKEUP A SIGNIFICANT PORTION OF CALL VOLUME FOR WNFS**

Bridges

Bridges are considered within a C.R.A. for two main reasons: the potential for crossing restrictions for fire apparatus due to weight (i.e. load restrictions); and potential for impact on road network connectivity in the event that a bridge is out of service. This could result in the potential for delays in emergency response times. At this time, WNFS is unaware of any bridge restrictions within the Township of Wellington North.

Waterways & Conservation Areas

Waterways are important from a risk perspective, in part, due to the recreational activities that take place in these settings and the natural hazards that they present, which could require specialized technical rescue emergency responses which we do not offer at this time.

There are no major waterways present in the Township. Luther Marsh Conservation area is located in Wellington North but it would not be considered a significant lake where recreational activities occur. Our statistics verify this, and it does not need to be considered a significant risk.

The Township of Wellington North falls within the jurisdiction of the Saugeen Valley Conservation Authority and the Grand River Conservation Authority.

Wildland-Urban Interface

Wellington North is primarily a rural area with multiple types of forests; however the forests are dispersed amongst agricultural land. There is a risk of wildfires; more so grass and field fires which could have an impact on the agricultural community.

A strategy that Wellington North has already implemented to mitigate the risk is an open-air burn by-law and burn permitting system. Reviewing this system and corresponding by-law would be beneficial to the Township.

IDENTIFIED RISK: THE GEOGRAPHY OF THE TOWNSHIP OF WELLINGTON NORTH INCLUDES A LARGE NUMBER OF AREAS WHERE THERE IS WILDLAND-URBAN INTERFACE WHICH PRESENTS THE POTENTIAL FOR A WILDFIRE.

Building Stock Profile

Overview

The building stock profile includes analysis of the types and uses of the building stock within the municipality. Important considerations include the number of buildings of each type, the number of buildings of each use and any building-related risks known to the fire service. There are potential fire risks associated with different types or uses of buildings given the presence or absence of fire safety systems and equipment at the time of construction and maintenance thereafter. This section considers these building stock characteristics within the Township of Wellington North.

Major Building Occupancy Classification

The O.B.C. is divided into six major building occupancy classifications (groups). Within each group the occupancies are further defined by division. The O.B.C. major building occupancy classification groups and divisions are presented in Table 1.

Table 1 O.B.C. Major Building Occupancy Classifications

Group	Division	Description of Major Building Occupancy Classifications
Group A	1	Assembly occupancies intended for the production and viewing of the performing arts
Group A	2	Assembly occupancies not elsewhere classified in Group A
Group A	3	Assembly occupancies of the arena type
Group A	4	Assembly occupancies in which occupants are gathered in the open air
Group B	1	Detention occupancies
Group B	2	Care and treatment occupancies

Group B	3	Care occupancies
Group C	---	Residential occupancies
Group D	---	Business and personal services occupancies
Group E	---	Mercantile occupancies
Group F	1	High-hazard industrial occupancies
Group F	2	Medium-hazard industrial occupancies
Group F	3	Low-hazard industrial occupancies

Occupancy Fire Related Risks & Risk Reduction Strategies

The Fire Risk Sub-model developed by the O.F.M.E.M. utilizes the major building occupancy classifications (i.e. Group A, B, C, D, E and F), but does not use the detailed division classifications as included in the O.B.C. This strategy provides the ability to assess buildings within a community comparatively by major occupancy groups, thus providing a consistent and recognized definition for each major occupancy type. This strategy provides the opportunity for further analysis of a specific occupancy group. Subject to any site-specific hazards or concerns, occupancies within this group can be assessed individually and then included where required within the scope of the broader Community Risk Assessment. The O.F.M.E.M. Fire Risk Sub-Model O.B.C. classifications, definitions and associated fire-related risks are presented below along with potential proactive measures to reduce risk within these occupancy types.

Group A – Assembly Occupancies

An assembly occupancy is defined as one that is used by a gathering of persons for civic, political, travel, religious, social, educational, recreational or like purposes or for the consumption of food or drink.

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>Assembly buildings are often occupied by a large number of people and may contain high quantities of combustible furnishings and decorations. Occupants are generally unfamiliar with the building's exit locations and may not know how to react in the event of an emergency. Low light conditions are inherent to some of these occupancies and can contribute to occupant confusion during an evacuation. Many examples exist of disastrous events that occurred worldwide, resulting in multiple fire fatalities in these occupancies.</p> <p>Therefore, these facilities require special attention. Accordingly, it is paramount to ensure that maximum occupant load limits are not exceeded, detection is available, an approved fire safety plan is in place and adequate unobstructed exits/means of egress are readily available.</p>	<ul style="list-style-type: none"> • Regular fire prevention inspection cycles • Automatic fire detection and monitoring systems • Approved Fire Safety Plan and staff training • Pre-planning by fire suppression staff

Group B – Care or Detention Occupancies

A care or detention occupancy means the occupancy or use of a building or part thereof by persons who:

- Are dependent on others to release security devices to permit egress;
- Receive special care and treatment; or
- Receive supervisory care.

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>In addition to the presence of vulnerable occupants, these occupancies may contain quantities of various flammable/combustible liquids and gases, oxidizers and combustible furnishings that will impact the intensity of the fire if one should occur. The evacuation or relocation of patients, residents or inmates to an area of refuge during an emergency poses additional challenges in these facilities. It is essential to ensure that properly trained staff is available and prepared to quickly respond according to the facility's approved fire safety plan.</p>	<ul style="list-style-type: none"> • Regular fire prevention inspection cycles • Automatic fire detection and monitoring systems • Approved Fire Safety Plan and staff training • Pre-planning by fire suppression staff

Group C – Residential Occupancies

A residential occupancy is defined as one that is used by persons for whom sleeping accommodation is provided but who are not harboured or detained to receive medical care or treatment or are not involuntarily detained.

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>In Ontario, residential occupancies account for 70% of all structural fires and 90% of all fire deaths. Residential units that are located in multi-unit buildings, including secondary units in a house, pose additional risks due to egress and firefighting accessibility challenges.</p>	<ul style="list-style-type: none"> • Home smoke alarm programs • Public education programming including home escape planning • Retro-fit and compliance inspection cycles for O.F.C. compliance • Pre-planning by fire suppression staff • Fire Drills as required by the O.F.C.

Group D – Business & Personal Services

A business and personal services occupancy is defined as one that is used for the transaction of business or the rendering or receiving of professional or personal services.

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>Many office buildings are occupied by a large number of people during business hours and contain high combustible content in the form of furnishings, paper, books, computers and other office equipment/supplies. Those that are located in a high-rise building pose additional risks due to egress and firefighting challenges.</p>	<ul style="list-style-type: none"> • Regular fire prevention inspection cycles to maintain O.F.C. compliance • Targeted fire prevention inspections for O.F.C. retro- fit compliance • Staff training in fire prevention and evacuation procedures • Public education programs • Pre-planning by fire suppression staff

Group E – Mercantile

A mercantile occupancy is defined as one that is used for the displaying or selling of retail goods, wares or merchandise.

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>Larger mercantile occupancies such as department stores are generally occupied by a large number of people and contain high quantities of combustibles in the form of merchandise, furnishings and decorations. Customers may be unfamiliar with the building's exit locations and not know how to react in the event of an emergency. Additional hazards will be present in "big box" type stores that sell and store large volumes of combustible materials in bulk. These stores generally have similar properties to industrial warehouses with the additional hazard of higher number of occupants.</p>	<ul style="list-style-type: none"> • Regular fire prevention inspection cycles • Automatic fire detection and monitoring systems • Approved Fire Safety Plan and staff training • Pre-planning by fire suppression staff

Group F - High/ Medium/ Low Hazard Industrial

O.F.M.E.M Fire Related Risks	Proactive Measures for Reducing Risk
<p>These occupancies constitute a special fire hazard due to the high levels of combustible, flammable or explosive content and the possible presence of oxidizing chemicals and gases within them. Processing and other activities that involve various ignition sources often occur in these occupancies. The lack of security during non-operational hours also makes them susceptible to incendiary type fires. Industrial fires generally involve large quantities of combustible materials and potentially result in large financial losses (e.g. building, contents) and significant damage to the community's environment and economic well-being (e.g. loss of jobs).</p>	<ul style="list-style-type: none"> • Regular fire prevention inspection cycles • Staff training in fire prevention and evacuation • Public education • Pre-planning by fire suppression staff • Installation of early detection systems (e.g., fire alarm systems, heat detectors) • Installation of automatic sprinkler systems • Approved Fire Safety Plans • Pre-planning by fire suppression staff • Fire extinguisher training

Other Properties

In addition to gathering information on building related risks, attention should also be given to other property types, particularly those that contain large quantities of combustible materials. Propane storage facilities, outdoor tire storage yards, grasslands/forests and plastic recycling depots are examples of properties that could severely impact a community and its environment if involved in a fire. Major highways used to transport high volumes of traffic and perhaps large quantities of hazardous chemicals also warrant sincere consideration.

Current Building Stock

This document utilizes Municipal Property Assessment Corporation (M.P.A.C) property parcel stock to inform its building stock data.

Table 2 Wellington North Current Building Stock by Occupancy Classification

O.B.C. Major Building Occupancy Classifications	Number of Occupancies	Percentage of Occupancies
Group A - Assembly	73	1.4%
Group B – Care or Detention	4	0.07%
Group C - Residential	3338	66.1%
Group D - Business	64	1.26%
Group E - Mercantile	117	2.3%
Group F - Industrial	66	1.3%
Farm	831	16.46%
Vacant Land	555	10.99%
Total	5,048	100%

Table 2 confirms that Group C - Residential Occupancies represent the most prominent type of building occupancy type within the Township of Wellington North. For the six-year period from January 1st, 2014 to December 31st, 2018 the Group C- Residential Occupancies accounted for 32% of the structure fires in the Township of Wellington North. Similar historical data provided by the O.F.M.E.M. indicates that the majority of structure fires within Ontario also occurred in group C - Residential Occupancies. Table 3 shows a comparison of Group C - Structural Dwelling Types.

Table 3 Group C - Residential Building Stock Comparison

Structural Dwelling Type	Wellington North		Ontario	
	Total Dwellings	Total % Dwellings	Total Dwellings	Total % Dwellings
Single-detached house	3590	74.9%	2 942 990	54 %
Apartment in a building that has five or more storeys	5	0.1%	984 665	18 %
Movable dwelling	15	0.3%	14 985	0.3 %
Semi-detached house	155	3.2%	303 260	6 %
Row house	225	4.70%	505 265	9 %
Apartment or flat in a duplex	35	0.7%	181 030	3 %
Apartment in a building that has fewer than five storeys	740	15.4%	548 785	10%
Other single-attached house ⁸	25	0.57%	10220	0.2 %
Total	4,795	100%	5491200	100%

Source: 2021 Census, Statistics Canada

IDENTIFIED RISKS:

1. GROUP C – RESIDENTIAL OCCUPANCIES REPRESENT THE LARGEST NUMBER OF BUILDINGS IN WELLINGTON NORTH WHICH INCREASES PROMINENCE OF FIRES.
2. APARTMENT BUILDINGS ARE ON THE INCREASE.
3. ACCESSORY DWELLING UNITS ARE ON THE INCREASE.

Building Density and Exposure

N.F.P.A. 1730 Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations (2019 Edition) lists building density as a key factor for understanding potential fire related risk with particular consideration given to core areas (downtown) of a municipality. Closely spaced buildings, typical of historic downtown core areas and newer infill construction, may have a higher risk of a fire spreading to an adjacent exposed building. In a built-up area with minimal building setbacks, a fire originating in one building could extend to a neighbouring structure due to the close proximity. The close proximity of buildings can also impede firefighting operations due to the limited access for firefighters and equipment.

Most of the existing property stock in Wellington North is single-detached houses spread over a large geographic area, therefore building density remains low throughout the Township. However, as the Township grows there are more residential developments being built with higher density housing. WNFS should continue to monitor and advise the township's future planning on any new high-density developments to help mitigate fire risk and exposures.

Current Identified High-Density Areas

1. Downtown Arthur
2. Downtown Mount Forest
3. Spring Valley Cottage and RV Resort (May to October)
4. Conestoga Family Campground
5. Medium Density Residential

IDENTIFIED RISK: AS THE TOWNSHIP OF WELLINGTON NORTH CONTINUES TO GROW AND BUILD DEVELOPMENTS THAT ARE MORE DENSELY POPULATED, BOTH FIRE EXPOSURES AND FIRE RISKS WILL INCREASE.

Building Age & Construction

As shown in **Table 4**, the majority of Wellington North's residential construction occurred prior to 1980.

Table 4 Occupied Private Dwellings by Period of Construction

Period of Construction	Wellington North		Ontario	
	Total Dwellings	% Dwellings	Total Dwellings	% Dwellings
Prior to 1960	1,430	29.9%	1,247,430	22.7%
1961 to 1980	1,275	26.6%	1,456,110	26.5%
1981 to 1990	730	15.2%	711,940	13.0%
1991 to 2000	445	9.3%	644,080	11.7%
2001 to 2005	235	4.9%	385,045	7.0%
2006 to 2010	260	5.4%	348,760	6.4%
2011 to 2015	220	4.6%	328,735	6.0%
2016 to 2021	205	4.3%	369,095	6.0%
Total	4790	100.00%	5,491,200	100.00%

Source: 2021 Census, Statistics Canada

IDENTIFIED RISK: 55% OF THE TOWN'S RESIDENTIAL BUILDING STOCK WAS BUILT PRIOR TO THE ADOPTION OF THE ONTARIO FIRE CODE AND AS SUCH REPRESENTS A HIGHER FIRE RISK BECAUSE OF ITS AGE.

Building Height

Buildings that are taller in height or contain a large amount of square footage (building footprint) can have a greater fire loss risk and life safety concern. One of the unique characteristics and risks of tall / multi-storey buildings is known as the “stack effect”. This is characterized as vertical air movement occurring throughout the building, caused by air flowing into and out of the building, typically through open doors and windows. The resulting buoyancy caused by the differences between the indoor/outdoor temperature and elevation differences causes smoke and heat to rise within the building. This can have a dramatic effect on smoke permeation throughout the common areas and individual units within the building. This can be directly related to the high percentage of deaths that occur in high-rise buildings as a result of smoke inhalation.

The nature of taller buildings also brings the presence of higher occupant loads and higher fuel loads due to the quantity of furnishings and building materials.

Efficient evacuation can also be a challenging process due to a lack of direction, signage, knowledge, or familiarity of the occupants which may result in overcrowding of stairways and exit routes.

Ensuring all required fire and life safety systems are in place and functioning is a priority for these occupancies. Taller buildings can experience extended rescue / fire suppression response times for firefighters to ascend to the upper levels. This is commonly referred to as “vertical response” representing the time it takes for firefighters to gain entry into the building and ascent to the upper floors by the stairwells. Options such as “shelter-in-place” whereby occupants are directed by the fire department to stay within their units can be an effective life safety strategy. However, ensuring internal building communications systems are in place and functioning is critical to the success of this strategy. Targeted public education campaigns addressing strategies like shelter-in-place are also critical to educating building occupants.

The Township of Wellington North does not have any building that meets the O.B.C. definition of a high-rise building with a floor level more than 18 metres (59 feet) above grade.

Apartment Buildings

1. 182 George St, Arthur
2. 110 Edward St, Arthur
3. 133 Frederick St, Arthur
4. 391 Main St N., Mount Forest
5. 185 Jack’s Way, Mount Forest
6. 440 King St, Mount Forest
7. 235 Egremont St, Mount Forest
8. 450 Albert St, Mount Forest

Building Area

Building area can cause comparable challenges as those present in taller buildings. Horizontal travel distances rather than vertical can mean extended response times by firefighters attempting rescue or fire suppression activities. Large buildings, such as industrial plants and warehouses, department stores, and big box stores, can also contain large volumes of combustible materials. In many of these occupancies the use of high rack storage is also present. Fires within this type of storage system can be difficult to access and may cause additional risk to firefighter safety, due to collapse-related risks.

Buildings of Size:

1. Musashi Autoparts
2. Cooley Group

IDENTIFIED RISK: THERE IS NO INVENTORY OF BUILDINGS BY SIZE WITHIN WNFS.

Potential High-Fire Risk Occupancies

Potential high-fire risk occupancy is another factor for consideration within a community's building stock. High fire risk can be linked to factors such as building density (exposures), building age, and construction. Fuel load typically refers to the amount and nature of combustible content and materials within a building. This can include combustible contents, interior finishes as well as structural materials. Combustible content tends to create the greatest potential fire loss risk. Higher fuel loads results in increased fire loss risk due to increased opportunity for ignition and increased fire severity. In many communities, large amounts of fuel load can be contained within a single occupancy, such as a building supply business, within a large multi-unit residential building, or within a historic downtown core. Buildings with potential concerns are presented in **Table 5** below:

Table 5 High Fire Risk Occupancies

Facility Name	Address	Risk Description
Midwest Coop	404 Main St. S, Mt. Forest	Propane & Fertilizer
Wellington Wood Products	410 Sligo Rd. W	Wood Products
Dana Thermal Products	205 Industrial Dr, Mt. Forest	Thermal Products for Engines
Musashi Auto Parts	333 Domville St, Arthur	Auto Parts Manufacturing
Musashi Auto Parts	500 Domville St, Arthur	Auto Parts Manufacturing
Shawridge Farms	7556 First Li, Arthur	Grain Handling & Grain Marketing
Waste Management	200 Sligo Rd	Propane Filling Station, Garbage & Recycling
Waste Management	126 Industrial Dr, Mt. Forest	Garbage & Recycling
Agrisan	451 Smith St, Arthur	Chemical and Pharmaceutical
Golden Valley Farms	50 Wells St W, Arthur	Meat Processor
Walker Industries	7963 Wellington Rd 109, Arthur	Composting & Packaging

In addition to ensuring compliance to the requirements of the O.B.C. and the O.F.C., there are operational strategies that a fire service can implement to address fuel load concerns. These include regular fire inspection cycles and pre-planning of buildings of this nature to provide an operational advantage in the event of fire.

Occupancies with Potential High Fire Life-Safety Risk

Fire risk does not affect all people equally. Those who are at an increased risk of fire injury or fatality are known as vulnerable individuals. In the event of a fire, these individuals may be unable to self-evacuate and/or require assistance in their evacuation efforts. Identifying the location and number of vulnerable individuals or occupancies within the community provides insight into the magnitude of this particular demographic within a community.

From an occupancy perspective, vulnerable occupancies contain vulnerable individuals who may require assistance to evacuate in the event of an emergency due to cognitive or physical limitations, representing a potential high-life safety risk. As part of its registry of vulnerable occupancies, the O.F.M.E.M. defines vulnerable occupancy as any care occupancy, care and treatment occupancy, or retirement home regulated under the Retirement Homes Act.

These occupancies house individuals such as seniors and people who require specialized care. It is important to note, however, that not all vulnerable individuals live in vulnerable occupancies; for example, some seniors who are vulnerable due to physical limitation can live on their own or in subsidized housing making them a key demographic to reach. **Table 6** shows the vulnerable occupancies in Wellington North registered with the Office of the Fire Marshal and Emergency Management, Registry of Vulnerable Occupancies.

Table 6 Registered Vulnerable Occupancies

Property Name	Occupancy Type	Location
Caessant Care	Nursing / Retirement Home	215 Eliza St., Arthur
Louise Marshall Hospital	Hospital	630 Dublin St., Mount Forest
Strathcona Long Term Care	Long Term Care	720 Princess St., Mount Forest
Birmingham Retirement Community	Retirement Home	356 Birmingham St. E., Mount Forest

IDENTIFIED RISK: THE TOWNSHIP OF WELLINGTON NORTH CURRENTLY HAS FOUR (4) REGISTERED VULNERABLE OCCUPANCIES.

Other High Fire Life-Safety Risk Occupancies

From the perspective of risk, and for the purposes of the services provided by the fire services, including enhanced and targeted fire inspections and public education programming, it can be valuable for a fire department to identify additional potential high fire life-safety risk considerations, including day care facilities and schools, where due to their age, children may have cognitive or physical limitations to preventing or delaying self-evacuation in the event of an emergency. For the purposes of this C.R.A., potential high life-safety risk occupancy considerations include schools and licensed day care facilities. As shown in **Table 7**, the WNFS identified 6 elementary schools, 1 secondary school, 11 Mennonite schools and 2 licensed day care centres within the Township of Wellington North.

Table 7 Other High Fire Life Safety Risk Occupancies

Schools	Location
Arthur Public School	155 Conestoga St. N., Arthur
Arthur Christian School	161 Eliza St., Arthur
St. John Catholic School	3151 Tucker St., Arthur
Kenilworth Public School	7478 Sideroad 7 w., Kenilworth
Victoria Cross Public School	355 Durham St. W., Mount Forest
St. Mary's Catholic School	390 Parkside Dr., Mount Forest
Wellington Heights Secondary School	405 Sligo Rd. E., Mount Forest
Mount Forest Child Care & Learning Centre	311 Foster St, Mount Forest
Arthur YMCA Child Care	315 Tucker St., Arthur
Cedarville Breezes Parochial School	085165 Grey Rd 14, Conn
Country Echoes Parochial School	8117 Line 12, Conn
Fairbanks Parochial School	083526 Southgate Rd 8 2, Mount Forest
Farewell Parochial School	9173 Concession 11, Mount Forest
Lutherwood Parochial School	8476 Wellington Rd 16, Arthur
Marigold Hollow Parochial School	7573 Sideroad 3 East, Mount Forest
Saugeen Pines Parochial School	042100 Road 71, Mount Forest
Saugeen Riverside Parochial School	044432 Southgate Rd 4, Mount Forest
South Bend Parochial School	391486 Grey Rd 109, Mount Forest
Tollgate Parochial	7173 Sideroad 2, Mount Forest
Woodland Springs Parochial School	044037 Southgate Rd 4, Mount Forest

RISK: IT IS UNCLEAR HOW MANY MENNONITE SCHOOLS ARE LOCATED WITHIN THE TOWNSHIP OF WELLINGTON NORTH AS THERE IS NOT A REGISTRY FOR THESE SCHOOLS.

It would be beneficial for WNFS to conduct pre-planning activities for all occupancies with vulnerable occupants. Pre-planning activities increase fire department personnel familiarity with buildings of special interest. A fire department can help reduce the risk faced by vulnerable individuals or vulnerable occupancies by performing regularly scheduled fire safety inspections; approving and witnessing fire drill scenarios; enforcing the O.F.C.; providing public education on fire safety issues; conducting pre-planning exercises to increase fire department personnel's familiarity with the facility; reviewing fire safety plans for accuracy and encouraging facility owners to update facilities as needed; providing staff training; and encouraging fire drills. Some of these activities are now legislated responsibilities under O. Reg. 150/13: Fire Code for those facilities classified as vulnerable occupancies.

Historic or Culturally Significant Buildings

An understanding of the location of historic or culturally significant buildings or facilities is an important consideration within the building stock profile of a Community Risk Assessment. Such buildings or facilities may be keystone features to the community that provide a sense of heritage, place, and pride and act as tourism destinations which could result in an economic impact in the case of a fire loss.

Historic areas can present a high fire risk due to age, the materials used to construct the buildings, exposure to other buildings, and importance to the community. Regular fire inspection cycles and strategies to enforce continued compliance with the O.F.C. are considered as best practices to achieving the legislative responsibilities of the municipality and providing an effective fire protection program to address fuel load risks.

The Township of Wellington North maintains an inventory of properties of cultural heritage value or interest. There are 3 designated buildings, structures and cultural heritage landscapes that are protected by a heritage designation by-law under the Ontario Heritage Act or have been deemed to have provincial significance.

These buildings are as identified:

- 102 Main Street South, Mount Forest
- 118 Main Street North, Mount Forest
- 181 Tucker Street, Arthur

IDENTIFIED RISK: THERE ARE A NUMBER OF IDENTIFIED HERITAGE AREAS WITHIN WELLINGTON NORTH, MANY OF WHICH WERE CONSTRUCTED PRIOR TO THE INTRODUCTION OF THE ONTARIO FIRE CODE AND ONTARIO BUILDING CODE.

Critical Infrastructure Profile

Overview

As referenced in O. Reg. 378/18, the critical infrastructure profile assessment includes analysis of the capabilities and limitations of critical infrastructure, including electrical distribution, water distribution, telecommunications, hospitals and airports. **Table 8** and the following section consider these critical infrastructure characteristics within the Township of Wellington North.

Table 8 Identified Critical Infrastructure

Identified Critical Infrastructure	C.I. Sector	Fire Related Issues/Concerns
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Water Towers, Reservoir, Pumping Station	Food and Water	<p>The Township of Wellington North is the Owner and Operating Authority of the Arthur Drinking Water System and the Mount Forest Drinking Water System.</p> <p>Water supply is an essential component of firefighting and is accessible to the fire department through hydrant systems. A water supply shortage or damage to the distribution system could impede the fire department's ability or use of these systems. As well, a water supply system that is unable to supply enough water for firefighting operations can impede the fire department.</p> <p>There are fire department considerations to areas without adequate water flow and supply (hydrants)</p>
Sewage Pumping Station	Food and Water	Potential for contaminated water or spread of disease with untreated sewage on a local or regional level.
Hydro	Electricity	<p>Electricity in Wellington North is provided by Hydro One and Wellington North Power. Firefighter safety considerations when responding to a fire at an electrical substation (e.g. high voltage electrical hazards and the presence of chemical hazards that are used to cool electrical conductors)</p> <p>Disruption to the electrical distribution system can disrupt communications, cause food spoilage, close local businesses, prevent the use of medical devices and have other potential impacts on public health</p>
911 Communications and Tower Sites	Telecommunications	911 communications infrastructure is significant to fire department operations. If wires or towers are compromised, the ability to communicate with emergency personnel could be compromised.
Major Highways	Transportation	In Wellington North, there are several highways including Highway 89, and Highway 6 and Wellington Rd 109.
Fire and Emergency Service Stations	Public Safety and Security	<p>There are two fire stations (one with E.M.S.) which provide public safety and response to Wellington North and the surrounding area. Frequent or extreme emergency events could increase demand for emergency response services affecting the response capacity of the fire department.</p> <p>Health related emergencies can increase demand for health care services, specifically ambulance services and medical response.</p>
Emergency Operations Centre	Public Safety and Security	There is both a primary and secondary emergency operations centre. During an emergency situation that requires activation of the EOC, fire department personnel may be required to fill key positions within the EOC.
Victim Services	Public Safety and Security	Victim Services Wellington is a public safety response infrastructure that is able to assist fire department personnel in a collective emergency response. They may be able to provide victims of a fire with several support systems.
Long-term Care	Health	Wellington North has identified long-term care facilities as critical health care infrastructure. A fire at a long-term care facility would require complex evacuation procedures for a

		large number of cognitively and physically dependent individuals.
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Water Infrastructure

Wellington North's water infrastructure includes a municipal water system including fire hydrants predominantly located in the urbanized areas of the Town. Water supply as a critical infrastructure is essential for firefighting and can be accessible to a fire department through a municipal water delivery system, or by the fire department itself through the utilization of water tankers. A water supply shortage or water system disruption could impede the flow rate of water delivered to hydrant protected areas resulting in inadequate water supply and distribution needed for the delivery of fire protection services.

Where no municipal water systems exist, supplementary water supply sources are considered. It is a common occurrence for rural and undeveloped areas, not to have pressurized water supply systems including fire hydrants. The majority of fire hydrants are located in the urbanized areas, however, a large portion of the Town does not have access to a municipal water system and fire hydrant protection.

Alternate water supply sources can include fire department access to ponds, streams and alternative water supplies as well as the use of fire suppression apparatus that have portable tanks that can support a tanker shuttle and a continuous supply of water to support fire suppression activities. According to the Fire Underwriter's Survey, an Accredited Superior Tanker Shuttle Service is a recognized equivalent to a municipal fire hydrant protection system if it meets all the requirements for accreditation. In areas without municipal water supply, a fire department should consider a water servicing strategy or formal plan for those areas requiring water flow for firefighting.

Research indicates that there is not a complete list of water sources within the Wellington North data sets, however collection of such data could be a consideration for the future.

IDENTIFIED RISK: LACK OF DATA SURROUNDING WATER SOURCES IN THE MUNICIPALITY

Airports

There are 4 registered airports in Wellington North:

- Arthur South Aerodrome
- Damascus Field Aerodrome
- Peskett Field Aerodrome
- Walter's Field Aerodrome

Demographic Profile

Overview

As referenced in O. Reg. 378/18, the demographic profile assessment includes analysis of the composition of the community's population, respecting matters relevant to the community such as population size and dispersion, age, sex, cultural background, level of education, socioeconomic make-up and transient population. The following sections consider these demographic characteristics within the Township of Wellington North.

Population Growth

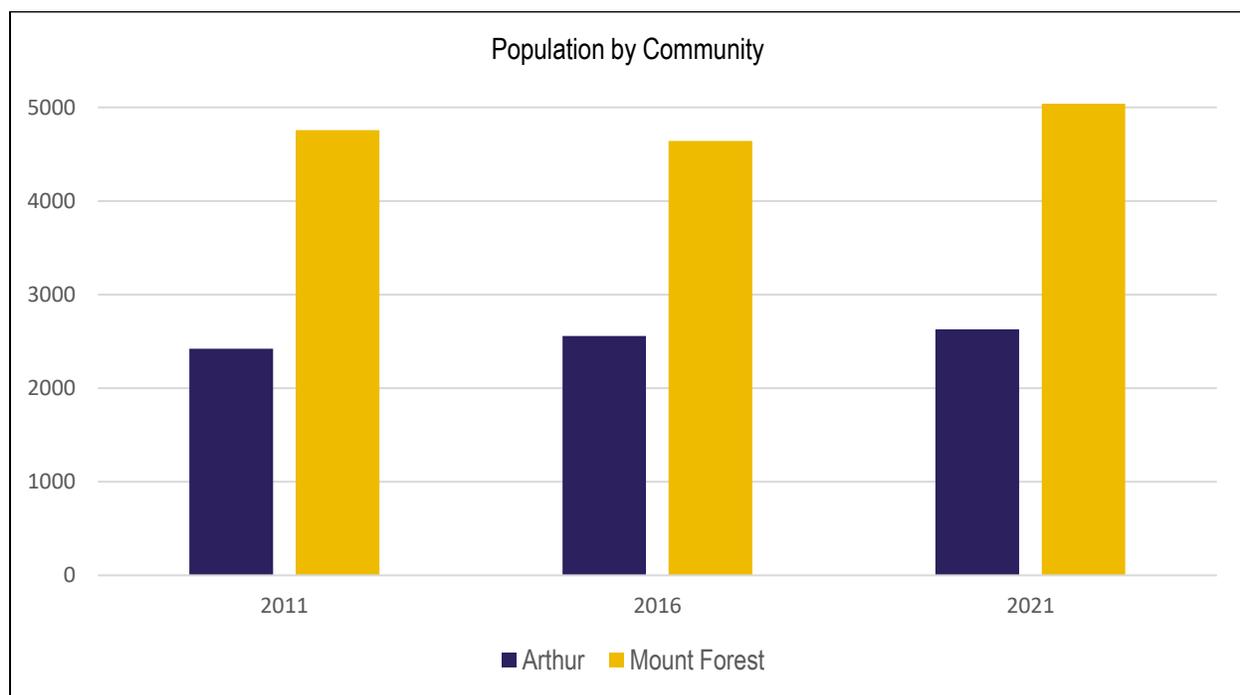
Based on available Census data, **Table 9** shows the Township of Wellington North's population in 2021 was 12,431, which represents a change of 4.3% from 2016. This compares to the provincial average of 5.8% and the national average of 5.2%.

Table 9 Wellington North Historic Growth in Population and Households

Year	Population	% Change	Total Private Dwellings	% Change
2016	11,914	3.8%	4,839	
2021	12,431	4.3%	4,987	3.0%

Source: 2021, 2016 Census, Statistics Canada

Figure 5 shows the population of Wellington North’s population centers over a 10-year period. Arthur’s population is 2628, a change of 2.8% from 2016. Mount Forest has a population of 5040, a change of 8.6% from 2016 – significantly higher than the provincial average of 5.8%.

*Figure 5 Population by Community*

Transient Populations

Wellington North can see population fluctuations of up to 12 000 during the summer months due to tourism and short-term overnight accommodation at local campgrounds. Traffic increases during the summer months on highway 6, also brings many people through town.

Population Age & Sex

A community’s population by age is an important factor in identifying specific measures to mitigate fire related risks associated with a specific age group, such as seniors. Canada’s aging population has been recognized as one of the most significant demographic trends. According to Statistics Canada, from 2011 to 2016 Canada experienced “the largest increase in the proportion of seniors since “Confederation” due to the baby boomer generation reaching the age of 65. There are now more Canadians over the age of 65 (18.9% of the population) than there are children aged 14 years and younger (16.2%).

Seniors (those 65 years and over) are considered to represent one of the highest fire risk groups across the province based on residential fire death rate (fire deaths per million of population). **Figure 6** illustrates the results of an analysis revised by the O.F.M.E.M.'s Fire Statistics in November 2018. The figure illustrates fire death rate which is characterized by the number of fire fatalities per million of population. Through this analysis, it is identified that seniors are at an increased risk of fatality in residential occupancies compared to other age groups.

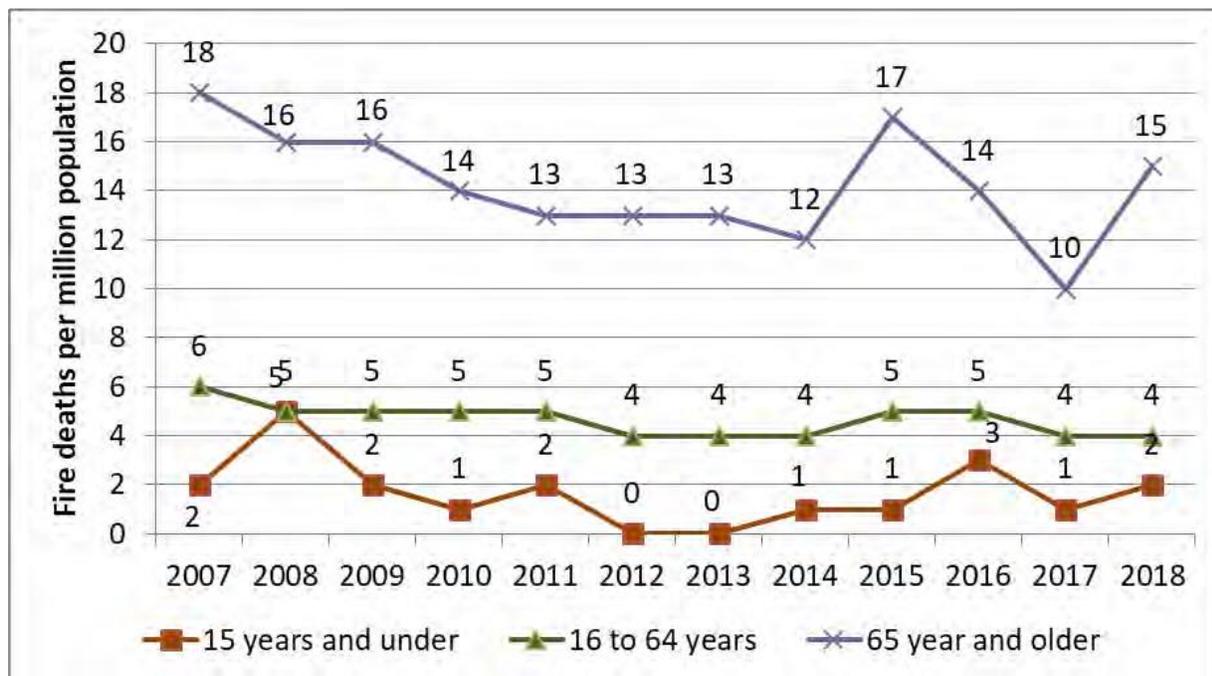


Figure 6 Residential Fire Death Rate by Age of Victim

Identifying a community's population by age category is a core component of developing the C.R.A. and identifying specific measures to mitigate risks associated with a specific age group, such as seniors. The age distributions of the Township's population and the Province of Ontario's population are summarized and compared in **Table 10**.

Table 10 Population by Age Group – Wellington North and Ontario

Age	Wellington North		Ontario	
	Population	%	Population	%
0 to 4 years	800	6.4%	683,515	4.8%
5 to 9 years	840	6.8%	764,430	5.4%

10 to 14 years	705	5.7%	803,850	5.7%
15 to 19 years	670	5.4%	801,455	5.6%
20 to 24 years	680	5.5%	895,600	6.3%
25 to 29 years	765	6.2%	975,400	6.9%
30 to 34 years	805	6.5%	981,210	6.9%
35 to 39 years	675	5.4%	948,030	6.7%
40 to 44 years	610	4.9%	890,160	6.3%
45 to 49 years	585	4.7%	894,580	6.3%
50 to 54 years	700	5.6%	941,270	6.6%
55 to 59 years	960	7.7%	4,040,160	7.3%
60 to 64 years	900	7.2%	966,575	6.8%
65 and over	2735	22.0%	2,637,710	18.5%
85 + years	405	3.3%	338,620	2.4%
Median Age of the Population	42	-	41.6	-
Population aged 14 and under	2340	18.8%	2,251,795	15.8%
Population aged 65 and over	2735	22%	2,637,710	18.5%

Source: 2016 Census, Statistics Canada

Overall, the Township and the Province show slightly different age distributions. The 2021 Census identifies 22% of Wellington North's population is over the age of 65, compared to 18.5% of Ontario's. The youngest demographic (those 14 years of age and under) represents 18.8% of the Township's total population, slightly higher in comparison to the Province. While at a lower risk of fatality in residential occupancies overall when compared to seniors or adults, youth (aged 14 years and under) represent an important demographic for the purposes of public education. As a result, public education and prevention programs should target this demographic. Structured education programs consistently provided to children and youth can help to engrain fire and life safety awareness into future generations.

These demographic trends are important considerations for the development of informed targeted public education programs and risk reduction strategies within the community.

IDENTIFIED RISK: 22% OF THE POPULATION OF WELLINGTON NORTH IS OVER THE AGE OF 65 WHICH DOESN'T INCREASE THE RISK OF FIRE BUT INCREASES THE RISK OF A FATALITY IF A FIRE WERE TO OCCUR.

Figure 7 shows the highest proportion of youth (0-14 years) and working age (15-64) populations concentrated in Arthur while Mount Forest shows the highest proportion of seniors (65 and over).

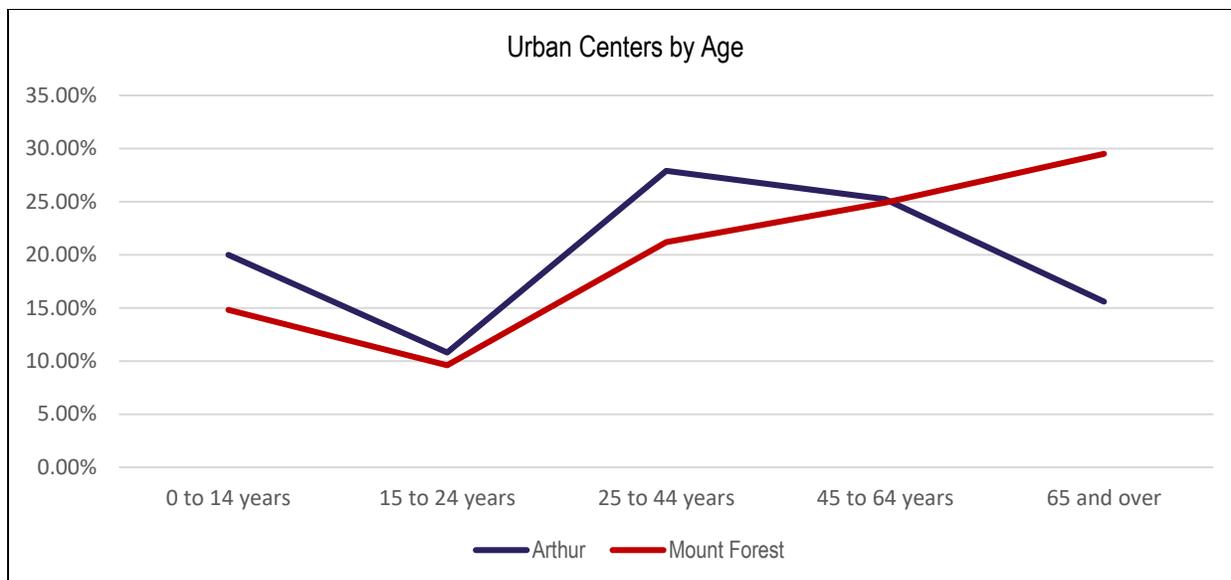


Figure 7 Urban Centres by Age

Population by Sex

N.F.P.A. 1730 Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations (2019 Edition) considers sex as part of a Community Risk Assessment due to the finding that, based on historical data, males are more likely to be injured or lose their life in a fire. **Figure 8** displays the distribution of the population's sex by age for the Township of Wellington North.

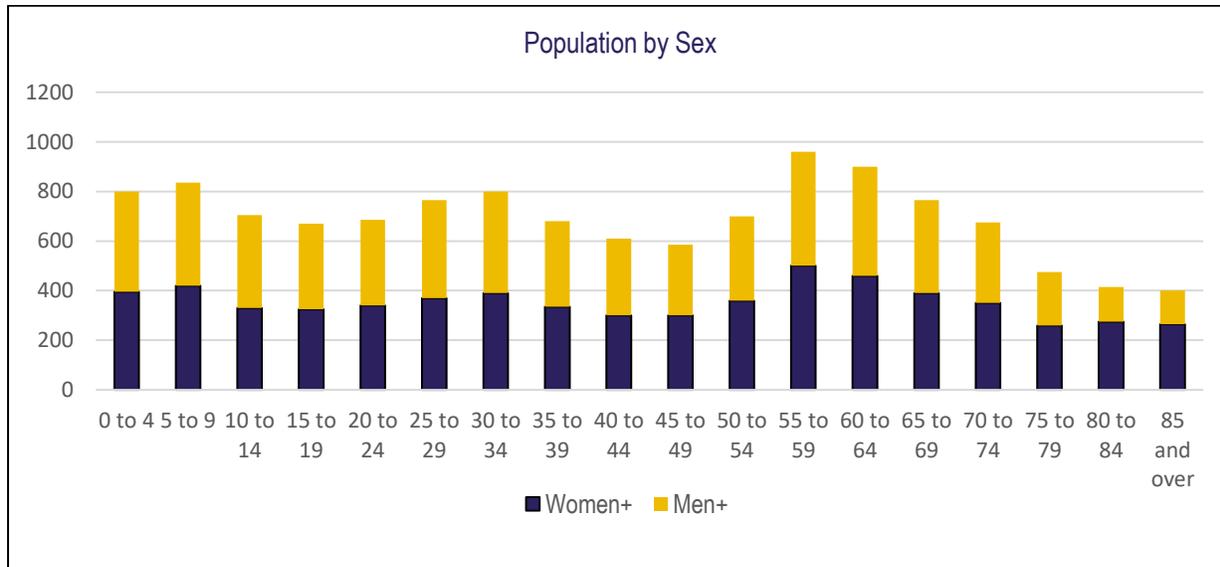


Figure 8 Population by Sex

The proportion of males versus females is fairly even at 48.75% male and 51.20% female. When specific age groups are reviewed, there are minor variations. One of the greater differences is the proportion of males (33.33%) compared to females (65.43%) for the 85 years and over age group. Based on these statistics, it is not anticipated that public education programming would be refined based on sex.

Cultural Background

Figure 9 shows that in 2021, the top two visible minorities were: South Asian and Black. Filipino & Latin American were tied for third.

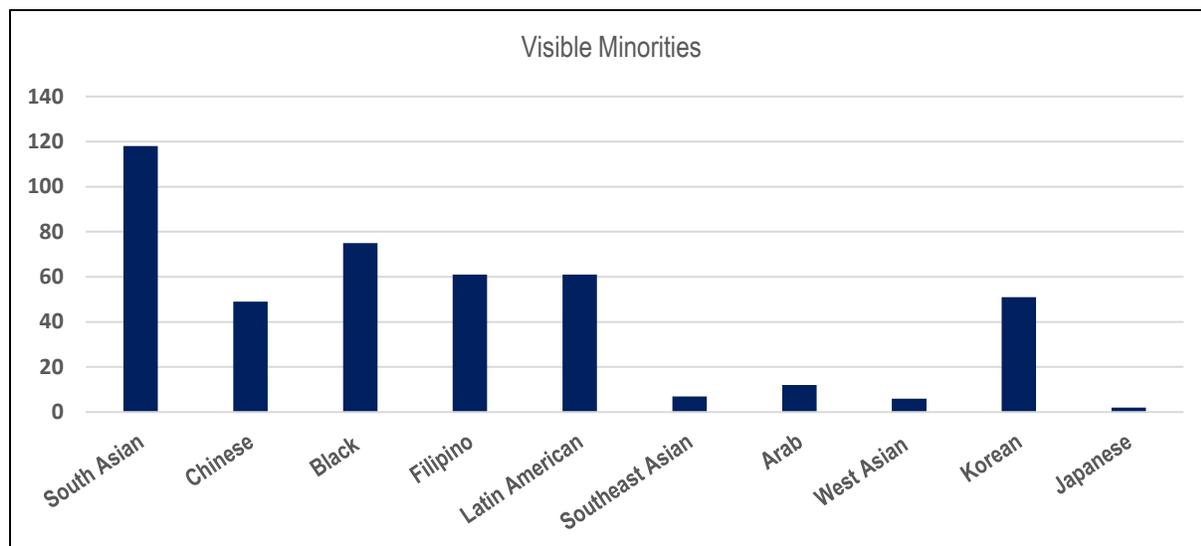


Figure 9 Visible Minorities

Wellington North is home to a sizeable Mennonite community. As seen in **Figure 10**, the 2021 Census shows that the Mennonite population is 4.0% of the total population in Wellington North compared with 0.3% of Ontario's population.

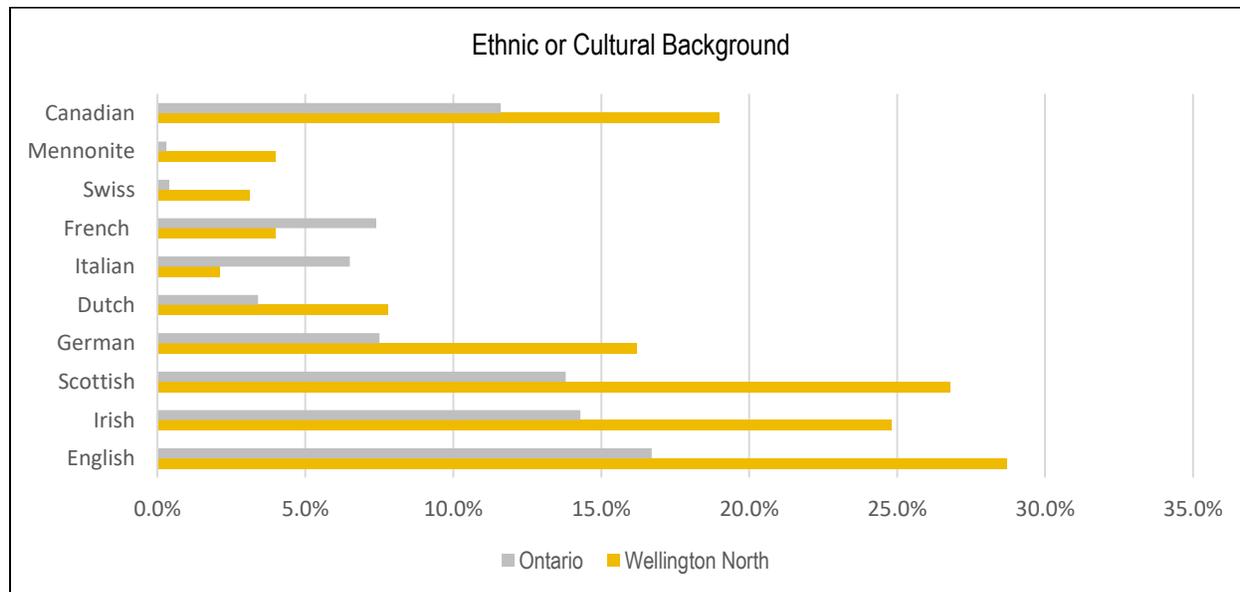


Figure 10 Ethnic or Cultural Background

Table 11 shows that 105 persons in Wellington North do not speak English or French, a communication barrier that should be considered when developing public education materials.

Table 11 Knowledge of Official Languages

Languages	Total	Percentage
English only	11780	96.6%
French only	5	0
English and French	310	2.5%
Neither English nor French	105	0.9%

IDENTIFIED RISK: WNFS DOES NOT HAVE PUBLIC EDUCATION MATERIALS TRANSLATED IN ANY OTHER LANGUAGE THAN ENGLISH.

Socioeconomic Circumstances

Socioeconomic circumstances of a community are known to significantly impact fire risk. Socioeconomic status is reflected in an individual's economic and social standing and is measured in many ways. These factors can be reflected in the analysis of socioeconomic indicators such as labour force status, educational attainment and income as well as household tenure, occupancy, suitability, and cost.

Socioeconomic factors intersect in a number of ways and have direct and indirect impacts on fire risk. One such example is outlined in the O.F.M.E.M.'s Fire Risk Sub-Model.²³ The Sub-Model makes reference to the relationship between income and fire risk. As one consideration, households with less disposable income may be less likely to purchase fire safety products (e.g., smoke alarms, fire extinguishers, etc.), which puts them at higher risk of experiencing consequences from a fire. Another consideration is that households living below the poverty line may have a higher number of persons per bedroom in a household and/or children who are more likely to be at home alone. These circumstances would impact both the probability and consequence of a fire. While these complex relationships between socioeconomic circumstances and the probability / consequence of a fire are not well understood, this C.R.A. seeks to explore these factors.

The factors reviewed at a high level have been selected based on the data available from Statistics Canada. Socioeconomic factors such as labour force status, median household income and educational attainment have been displayed throughout this section.

Labour Force Status

Those who are economically disadvantaged, including low-income families, the homeless and perhaps those living alone, may experience a higher fire risk. The O.F.M.E.M.'s Fire Risk Sub-Model references a number of reports that suggest there is a correlation between income levels and fire risk. The reports identify the following factors:

- The higher number of vacant buildings found in low-income neighborhoods attract the homeless. This introduces risks such as careless smoking, drinking and unsafe heating practices.
- Building owners are less likely to repair building systems (electrical, mechanical, suppression) due to affordability, increasing fire risk from improper maintenance.
- Households with lower disposable income are less likely to purchase fire safety products (i.e. smoke alarms, extinguishers, cigarette ignition resistant furniture, etc.) due to affordability.
- Households with lower disposable income are more likely to have their utilities shut off due to non-payment, leading to increased risks related to unsafe heating, lighting and cooking practices.
- The 1981 report, "Fire-Cause Patterns for Different Socioeconomic Neighborhoods in Toledo, Ohio" determined that the incendiary fire rate in low-income neighbourhoods is 14.4 times higher compared to

areas with the highest median income. Further, fires caused by smoking and children playing occurred at rates 8.5 and 14.2 times higher, respectively.

- Single parent families are more economically challenged due to the fact that there is only one income. These households also have fewer resources to arrange childcare, increasing the likelihood of fires caused by unsupervised children.
- Studies have shown that cigarette smoking is inversely related to income. In Canada, findings by the Centre for Chronic Disease Prevention and Control through the National Population Health Survey established that there were nearly twice as many smokers in the lowest income group when compared against the highest (38% vs. 21% respectively), and
- Those with low education and literacy levels are inhibited in their ability to read instruction manuals and warning labels and less likely to grasp fire safety messages.

Labour force status, shown in **Table 12**, is a possible indicator of income levels which directly influence fire risk (e.g. lower income, increased fire risk). The participation rate (i.e. the proportion of residents in the labour force) can also be an indicator of income and can be considered alongside unemployment rates (e.g. lower participation rate and higher unemployment could mean lower income, higher fire risk).

Table 12 Labour Force Status

Status	Wellington North		Ontario	
	Population	%	Population	%
In the Labour Force	6185	63.3%	7 141675	64.70%
Employed	5810	59.5%	6612150	59.90%
Unemployed	375	4%	529 525	4.8%
Not in the Labour Force	3580	36.66%	3896765	35.3%
Total:	9765	100%	11038440	100%

Source: Statistics Canada 2023

Shown in **Figure 11**, as of 2023 the median household income in Wellington North was 78,000, 15.3% lower than the Ontario median at 91,000.

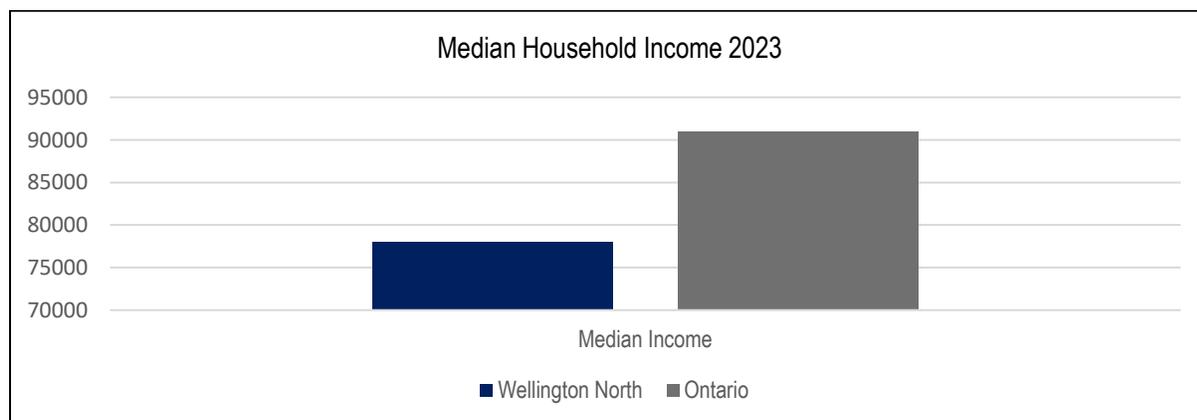


Figure 11 Median Household Income

Highest Level of Education

Table 13 shows that in 2021, 11.9% of those aged 25-64 in Wellington North had a bachelor's degree or higher, compared to 36.8% in Ontario. 22.3% of Wellington North's population aged 25-64 has no certificate, diploma or degree compared to 8.8% in Ontario. 17% of Wellington North lives below the poverty line in Ontario.

Table 13 Highest Level of Education

Level of Education	Wellington North		Ontario	
	Total	Percentage	Total	Percentage
No certificate, diploma or degree	1,335	22.3%	667,665	8.8%
Highschool diploma or equivalent	1,855	31.0%	1,770,810	23.3%
Apprenticeship or trades certificate or diploma	525	8.8%	384,770	5.1%
College certificate or diploma	1,495	25%	2,789,795	23.6%
Bachelor's degree or higher	710	11.9%	3,528,600	36.8%

IDENTIFIED RISK: THE LOW INCOME POPULATION IN WELLINGTON NORTH HAS INCREASED FIRE RISKS DUE TO VARIOUS CONCERNS AS LISTED ABOVE.

Demographic Profile Risks

Table 14 outlines the demographic groups of concern in Wellington North and the issues relating to each group.

Table 14 Identified Demographic Profile Risks

Identified Demographic Infrastructure	Issues/Concerns
Mennonite Population	<ul style="list-style-type: none"> No smoke alarms No access to internet/social media for public education Language barriers
Immigrant Population	<ul style="list-style-type: none"> Language barriers Cultural differences Migrant Housing May lack knowledge on fire safety matters. May lack a fire escape plan. May not be familiar with building fire safety systems.
Seasonal Population	<ul style="list-style-type: none"> Campfire safety High density modular homes
Seniors	<ul style="list-style-type: none"> Mobility/Cognitive issues May lack the knowledge of escape routes Outdated, incorrectly installed or absent residential alarms due to mobility restrictions. Multi floor buildings Insufficient caregiver to patient ratios in long term care facilities.
General Population	<ul style="list-style-type: none"> Population continues to grow as more subdivisions are built. Increased population will result in an increase in fire call volume.

- Increased drug related medical events Province wide may lead to an increase in the number of medical calls.
- Provincial housing plan will lead to an increase in additional dwelling units

IDENTIFIED RISK: THE SUSTAINABILITY OF THE VOLUNTEER FIREFIGHTER ORGANIZATIONAL MODEL COULD BE IMPACTED IF A LARGE PORTION OF FIREFIGHTERS ARE REQUIRED TO TRAVEL OUTSIDE THE REGION FOR EMPLOYMENT.

Hazard Profile

Overview

A hazard is defined as a phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage. Hazards can be natural, human-caused or technological. It is important to identify and consider these hazards from a fire risk, emergency response and overall public safety perspective in order to assist local governments and emergency management personnel plan for the risks within their communities and take the appropriate action to reduce future losses.

Under the Emergency Management and Civil Protection Act (E.M.C.P.A.), municipalities are required to 'identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies. 2002, c. 14, s. 4. The O.F.M.E.M. has recently released methodology guidelines outlining a process for the development of an H.I.R.A. program, to assist municipalities in assessing the local hazards and potential risks.

Current legislation requires an annual review and update of the municipally developed H.I.R.A.

As a result of the HIRA, the top hazards in the Township of Wellington North are:

1. Tornado
2. Ice Storm
3. Snow Storm
4. HAZMAT
5. Extreme Cold
6. Extreme Heat

Top Hazard Identification

Table 15 explores the potential hazards that could effect Wellington North and the impact on fire services.

Table 15 Hazard Impacts on Fire Service

Hazard	Possible Impact on Fire Services
Tornado	Minimal impact to fire services unless fire stations are in the path of destruction for the tornado. The potential impacts could be lack of firefighter resources to provide a response if many firefighter homes are in the path of destruction, as well as lack of resources in general to deal with the incident.
Ice Storm	Episodes of freezing rain, ice or heavy snowfall (associated with winter weather) can have an array of consequences. For example, freezing rain can weigh down electrical transmission lines or branches causing them to break, which in turn can block roadways impeding the fire department or other first response agency's ability to access the road network, leading to extended travel times.

	Downed electrical wiring presents electrical current exposure hazards which can cause injuries requiring medical assistance and overall damage to the electrical grid could lead to energy system disruption. Freezing rain, heavy snowfall or ice can also create dangerous driving conditions leading to motor vehicle collisions or crashes, increasing emergency response call volume.
Snowstorm	Impeding transportation both from getting volunteer firefighters to the station and trucks to the call
HAZMAT	Impossible to predict, immediate or delayed impacts, draining on resources, It may be necessary to call in external teams.
Extreme Cold	Environment Canada issues Cold Alerts in Southern Ontario in anticipation of temperatures or wind chill of -30 degrees or below. These alerts occur multiple times a year and may last for days. Extreme municipal power demand could lead to electrical failures which could result in an increase of both residential and barn fires.
Extreme Heat	Extreme heat events are becoming more frequent as global climate change continues to affect the frequency, duration and severity of weather events. Evidence suggests that there is a higher relative risk of incidents for police and fire during periods of high heat, therefore increasing call volumes. (Williams et al., 2020)

Public Safety Response Profile

Overview

The public safety response profile includes analysis of the types of incidents responded to by other entities in the community, and those entities' responsibilities. These entities could include police, ambulance, fire and other entities that may be tasked with or able to assist in some capacity in emergency situations.

- Ontario Provincial Police – Teviotdale Detachment
 - Motor vehicle collisions, medical incidents, fire incidents, false fire incidents, public assistance
 - Units include: major crime, street crime, community response, and traffic
- Ontario Provincial Police U.C.R.T
 - CBRNE incidents, missing persons, incidents requiring specialized rescue
- Guelph Wellington Paramedic Services
 - Provides pre-hospital primary and advanced paramedic emergency care, motor vehicle collisions, medical incidents, fire incidents and public assistance
- Victim Services Wellington
 - Abuse and assault, domestic violence, personal injury, missing persons, bereavement, suicide, homicide, arson, accidents, robbery and harassment or stalking

Mutual/ Fire Protection Agreements

Wellington North operates within the Wellington County Mutual Aid plan; Wellington North also participates in mutual aid with fire departments in both Dufferin and Grey Counties. The purpose of mutual aid is for the provision of personnel, equipment or materials in the case of an emergency per the Emergency Management & Civil Protection Act, 1990. The agreement provides direction to the organizations as to when and how to call for assistance and covers insurance and payment for assistance in the event of an emergency.

WNFS provides fire protection for both the Township of Southgate and the Municipality of West Grey. Both areas have signed fire protection agreements, with the Southgate agreement recently updated. The West Grey agreement will need to be reviewed to make sure it is appropriately up to date.

Mutual Assistance Agreements

The Township does have mutual assistance agreements in place through the Wellington County Emergency Management team with surrounding municipalities. This agreement can be enacted during an emergency event through the County Emergency Management.

Community Services Profile

Overview

Fires and other emergencies can be devastating to communities and at times can overwhelm public safety agencies. In an emergency event, community-based agencies can provide surge capacity to the response and recovery efforts of first responders. These types of affiliations can contribute a variety of capabilities essential to response and recovery efforts

List of Community Services

Table 16 describes the available community services and the types of assistance they provide.

Table 16 Community Service Agencies

Community Service Agency	Types of Assistance Provided
Victim Services Wellington	Victim Services will dispatch volunteers to emergencies as requested by Police/Fire; Victim Services will assess the situation and liaise with Red Cross if needed. Victim Services can provide emotional, practical, and referral support to the victim(s). They also will follow up with victims for support/referral.
Canadian Red Cross	Provide for immediate emergency needs: lodging, food/clothing, family reunification, personal services to best of ability for up to 72 hours. Volunteer Responders assess needs. Volunteers will liaise with victim services (or vice-versa) as needed. Red Cross staff or designate will act as Public Information Liaison for matters concerning Red Cross.
Wellington County Social Services	In the event of a fire, Social Services can support individuals and families in finding accommodations reflecting their needs.
Mennonite Disaster Service	Mennonite Disaster Service (M.D.S.) Canada is a volunteer network of Canadian Anabaptist churches dedicated to responding to natural disasters in Canada and the United States. This organization aims to assist the most vulnerable community members, individuals, and families who would not otherwise have the means to recover. M.D.S. volunteers provide the skills and labor needed to respond, rebuild and restore after a disaster occurs. M.D.S. works in collaboration with other groups including faith-based organizations, local recovery committees, and both governmental and non-governmental agencies. M.D.S. Canada is made up of six regional/provincial units (Atlantic, Ontario, Manitoba, Saskatchewan, Alberta and B.C.)
Radio Stations	100.1 The Ranch, 88.7 The River, 101.1 The Grand, 101.7 The One, AM 920, Country 93.7
Farm & Food Care	Farm & Food Care Ontario operates a lending program of F.L.I.R. (heat sensing) modules to be used as a fire prevention and awareness tool by farmers to increase their awareness of fire safety, potential risks and prevention.
Wellington Guelph Hoarding Response	The Wellington Guelph Hoarding Response (WGHR) represents a committed group of organizations in Guelph Wellington that have come together to provide support and resources for persons with hoarding challenges.

Seniors Centre of Excellence	The Seniors' Centre for Excellence (SCE) was established in 2008. The Centre coordinates support services and programs to empower seniors to remain in their homes.
Waterloo Wellington Dufferin Victorian Order of Nurses	V.O.N. Canada is a not-for-profit, charitable home and community care organization who's nurses, therapists and other health care providers care for Canadians in their own homes providing services such as Meals on Wheels and Supportive Housing options. Volunteers who provide at-home care and assisted living services to seniors can be trained to assist the C.F.E.S. in identifying occupants who are at increased fire risk due to unsafe living conditions (e.g. absence of a working smoke alarm) which may require follow-up or inspection.
Guelph Wellington Community Paramedicine Program	Community Paramedicine is an evolving model of community-based health care in which paramedics operate in an expanded role, outside traditional emergency response and transport. The program aims to support individuals to access collaborative resources in order to reduce dependency on 911 and possible transportation to the emergency department.

Economic Profile

Overview

As referenced in O. Reg. 378/18, the economic profile assessment includes analysis of the economic sectors affecting the community that are critical to its financial sustainability. This involves economic drivers in the community that have significant influence on the ability of the community to provide or maintain service levels. The following sections consider these economic characteristics within the Township of Wellington North.

Largest Employers in the Township of Wellington North

1. Musashi Auto Parts
2. Dana Long Corp
3. North Wellington Healthcare

IDENTIFIED RISK: WNFS HAS IDENTIFIED TOP EMPLOYERS THAT CONTRIBUTE TO THE ECONOMIC VITALITY OF THE COMMUNITY. IF A FIRE WERE TO OCCUR AT ONE OF THESE FACILITIES IT COULD HAVE NEGATIVE IMPACTS ON THE FINANCIAL WELL-BEING OF THE TOWN.

Labour Force Industry

It is important to note that agriculture is a key sector in Wellington North as seen in **Figure 12**. It should be noted that barn fires, although limited in impact, can be substantial losses to our community.

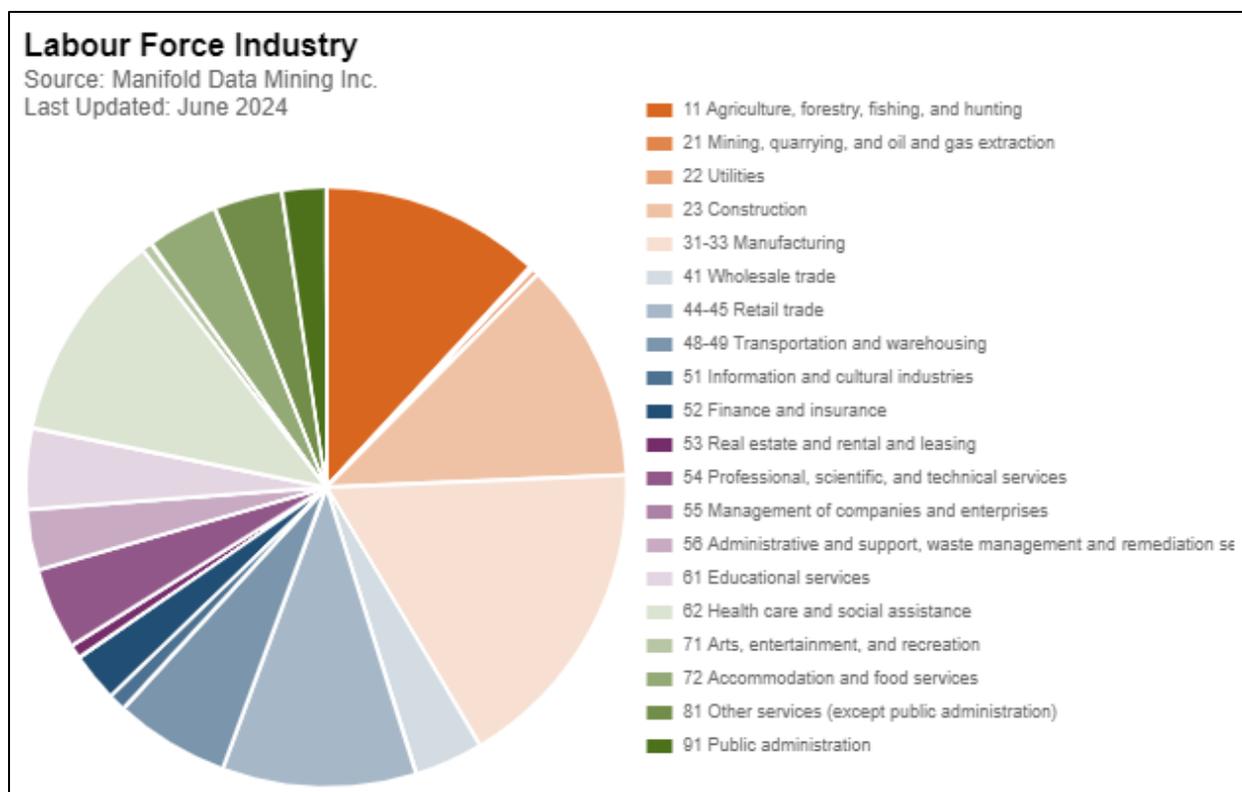


Figure 12 Labour Force by Industry

Top 5 by Industry Sectors

1. Manufacturing
2. Construction
3. Agriculture
4. Healthcare
5. Retail Trade

IDENTIFIED RISK: BARN FIRES DURING THE WINTER MONTHS

Past Loss and Event History Profile

Overview

As referenced in O. Reg. 378/18, the past loss and event history profile assessment includes the analysis of a community's past emergency response experience, including the number and types of emergency responses, the number of injuries and fatalities, the amount of dollar loss as a result of fires, and a comparison of the community's historical fire loss statistics with provincial fire loss statistics. The evaluation of previous emergency response data has shown to be an effective tool to inform a municipality's decision-making process with regards to future fire protection services and programs, including enhanced public fire and life safety education and fire safety inspection programs. The following sections consider these past loss and event history characteristics within the Township of Wellington North.

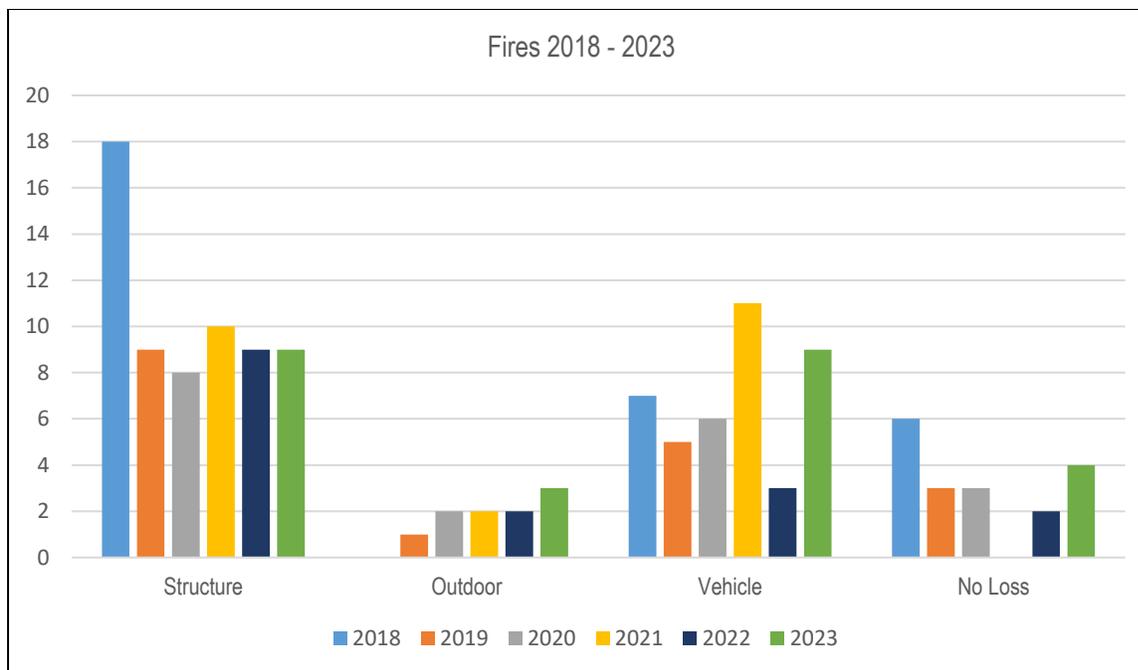


Figure 13 Fire Classes

Figure 13 shows that structure fires account for the majority (47%) of fires in Wellington North from the period of 2018 – 2023. In terms of structure fires, single family dwellings account for the largest number of structure fires accounting for 32%. The next largest class of fires are vehicle fires accounting for 31%.

Fire Cause

Fire investigation is a complex discipline with the ultimate goal of a fire investigator being able to determine the fire's origin and cause. The "point of origin" is the precise location where a fire was ignited, and the "cause" refers to the exact source of the flame. Determining cause can serve as an indicator for predicting and preventing potential future fires.

The top causes of fire in Wellington North seen in **Figure 14** are:

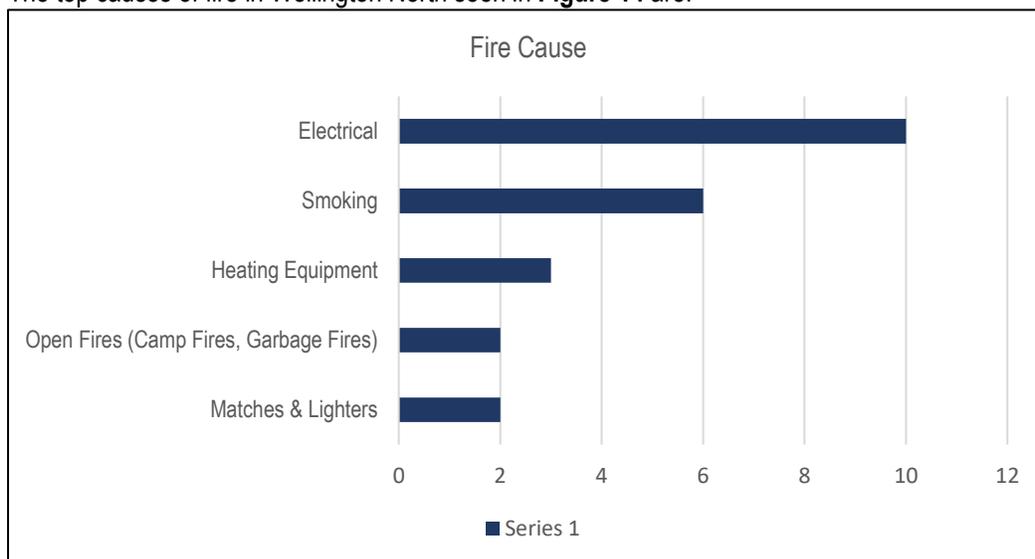


Figure 14 Fire Causes

IDENTIFIED RISKS:

- **SINGLE FAMILY DWELLINGS REMAIN TOP RISK OF FIRE**
- **ELECTRICAL FIRES ARE TOP CAUSES OF FIRES IN WELLINGTON NORTH**
- **SMOKING IS A TOP CAUSE OF RESIDENTIAL FIRES IN WELLINGTON NORTH**

In the province of Ontario, the number one ignition source involved in residential civilian fire injuries is cooking equipment, the number two ignition source is fires ignited by cigarettes and electrical distribution equipment is the third ignition source.

Non Fire Emergencies

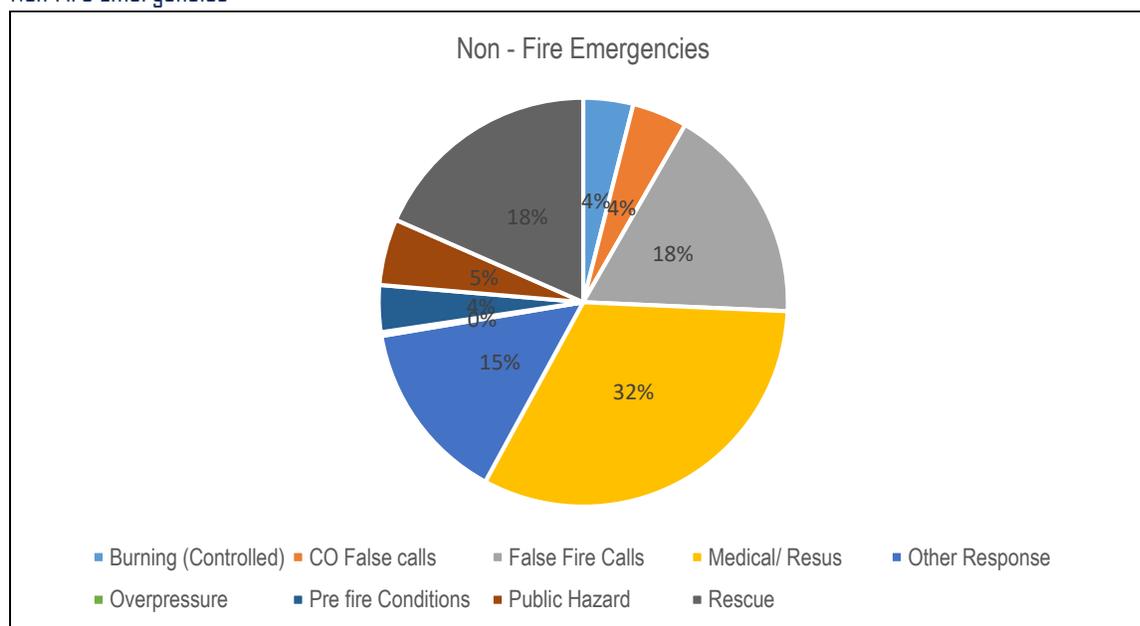


Figure 15 Non-Fire Emergencies

The bulk of non-fire emergencies throughout the period of 2018-2023 is medical/ resuscitator emergencies as seen in Figure 15.

Medical Calls

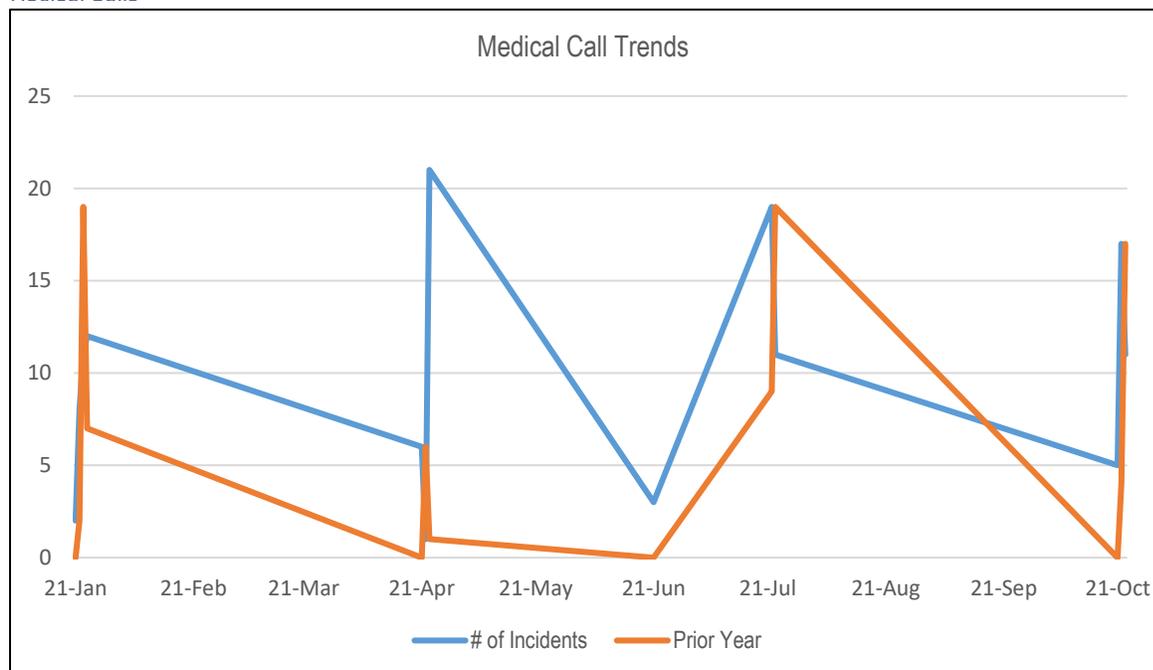


Figure 16 Medical Call Trends

As shown in **Figure 16**, medical calls increased during the period from April 2022 to May 2023; however statistics are starting to trend downward back to pre-pandemic levels.

Overall, non-fire emergencies make up most of WNFS call volume, a large portion of that volume does include false fire and co calls.

IDENTIFIED RISK: FALSE CALLS CAN LEAD TO FIREFIGHTER BURNOUT, THEREFORE WNFS SHOULD IMPLEMENT MEASURES TO TRY TO REDUCE THESE INCIDENTS.

Identifying Treatment Options for Top Risks in the Community

The preferred treatment options identified for each risk in the last column of this worksheet can be used to assist the fire department to set its type and level of fire protection services. O.F.M.E.M. T.G.-02-2019 apply the process of identifying a risk treatment option for an identified risk. The risk treatment options include avoidance, mitigation, acceptance, and transfer.

There are four options:

- Avoid Risk: Eliminate the Hazard
- Mitigate Risk: Reduce probability or impact (consequence) of the risk
- Accept Risk: Take no actions
- Transfer Risk: Transfer the risk to another party

The 'Five Es' of Community Risk Reduction

NFPA 1300 defines a Community Risk Reduction plan as a “document that outlines the goals, objectives, programs, and resources used to reduce the risks identified by the community risk assessment”. Establishing service levels in regards to programs and resources in alignment with CRA is required of Ontario municipalities as part of O. Reg. 378/18.

To apply the risk conclusion, each identified risk will be reviewed through the lens of the “Five E’s”. The five E’s is a framework outlined in NFPA 1300, and the Institution of Fire Engineers’ Vision 20/20 National Strategy for Fire Loss Prevention. The five e’s, as shown in **Table 17** are:

1. Education (increasing awareness)
2. Engineering (changes to physical environment)
3. Economic Incentives (influencing change through economic incentives)
4. Enforcement (enforcing legislation through inspection programs)
5. Emergency Response (mitigating injury, illness and saving lives)

Table 17 Five E’s of Fire Loss Prevention

Five E’s	Description	Purpose
Education	Education influences audiences to refrain from risky and unhealthy behavior to take positive action to reduce risk.	Consideration within Public Education Programs
Enforcement	Enforcement reduces risk through enforcing legislation through inspections and fines for non-compliance.	Consideration within Fire Inspection & Enforcement Programs
Engineering	Engineering includes incorporating new products and technology to modify the environment to prevent or mitigate injuries and death.	Consideration within the Fire Inspection & Enforcement Programs
Economic Incentives	Economic incentives are typically offered to encourage better choices and changes in behavior.	Proposed within Fire Inspection & Enforcement Programs
Emergency Response	Effective emergency response can mitigate the effects of unintentional injuries and save lives.	For consideration within the proposed Emergency Response Deployment Options.

Treatment Options – Identified Risks

Identified risks and the associated treatment options are shown in **Table 18**.

Table 18 Treatment Options

Profile	Identified Risk	Risk Level	Risk Treatment	Five E
Geographic	The large geographic emergency response area may have a direct impact on travel time by WNFS.	Moderate/Transfer	Accept	Emergency Response
Geographic	Inaccessible and unidentified rural properties can cause delayed response times by WNFS.	Low	Accept	Education

Geographic	Highway 6 is a significant corridor for beach goer and cottage traffic during the summer months which can increase motor vehicle collisions and the related traffic congestions can slow down response times.	Moderate	Accept	Education
Geographic	Some highways are a significant corridor for the transportation of dangerous goods which can lead to hazmat related incident within the Township of Wellington North	Moderate	Accept	Emergency Response
Geographic	MVCs makeup a significant portion of call volumes for WNFS	Moderate	Accept	Emergency Response
Building Profile	Group C – Residential Occupancies represent the largest number of buildings in Wellington North which increases prominence of fires.	High	Mitigate Accept	Education
Building Profile	Apartment Buildings are on the increase	High	Mitigate Accept	Education/ Enforcement/ Emergency Response
Building Profile	Accessory Dwelling Units are on the increase	Moderate	Mitigate Accept	Education
Building Profile	As the Township of Wellington North continues to grow and build developments that are more densely populated, both fire exposures and fire risks will increase.	High	Mitigate	Education/ Engineering
Building Profile	55% of the Town's residential building stock was built prior to the adoption of the Ontario Fire Code and as such represents a higher fire risk because of its age.	High	Mitigate	Education/ Enforcement
Building Profile	There is no inventory of buildings by size within WNFS.	Low	Mitigate Accept	Enforcement
Building Profile	The Township of Wellington North currently has four (4) registered vulnerable occupancies.	High	Mitigate	Education/ Enforcement/ Engineering/ Emergency Response
Building Profile	It is unclear how many Amish schools are located within the Township of Wellington North as there is not a registry for these schools.	High	Mitigate	Education
Building Profile	There are a number of identified heritage areas within Wellington North, many of which were constructed prior to the	Low	Mitigate Accept	Enforcement/ Emergency Response

	introduction of the Ontario Fire Code and Ontario Building Code.			
Critical Infrastructure	There is a lack of data surrounding water sources in the municipality.	Moderate	Mitigate	Emergency Response
Demographic	22% of the population of Wellington North is over the age of 65 which doesn't increase the risk of fire, but increases the risk of a fatality if a fire were to occur.	High	Mitigate	Education, Enforcement, Economic Incentives
Demographic	WNFS does not have public education materials translated in any other language than English.	High	Mitigate	Education
Demographic	The low income population in Wellington North has increased fire risks due to various concerns as listed above.	High	Mitigate	Education, Enforcement, Economic Incentive
Economic	WNFS has identified top employers that contribute to the economic vitality of the community. If a fire were to occur at one of these facilities it could have negative impacts on the financial well-being of the Town.	High	Mitigate	Education, Engineering
Economic	Barn fires increase during the winter months	Moderate	Mitigate	Education, Engineering, Economic Incentive
Past History	Electrical fires are top causes of fires in Wellington North	High	Accept Mitigate	Education
Past History	Smoking is a top cause in residential fires in Wellington North	High	Mitigate	Education, Enforcement
Past History	False calls can lead to firefighter burnout, therefore WNFS should implement measures to try to reduce these incidents.	High	Mitigate	Education, Enforcement, Economic Incentive

Conclusion

All of the 'risks' identified above have identified treatment options available to WNFS and the Township of Wellington North to consider when setting the type and level of fire protection services for the community. After considering the risks and proposed treatment options, WNFS will plan and implement activities over the course of a predetermined period of time to address said risks. The three lines of defense must be considered in terms of addressing each risk identified above and the impact each line will have on mitigating each of the identified risks. Many of the treatment

options require resources to make a significant impact. Currently the fire department's resources, training and equipment, and authority allow for certain risks to be addressed immediately, however some risks will require proper planning.

A properly resourced fire service that addresses the risk and plans for the appropriate mitigation strategy will greatly reduce danger to residents and firefighters. Equipment and firefighter training are components required to resolve some of the risks above. Proactive fire prevention strategies coupled with robust public education programming will help to greatly reduce the incidence of fire also.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-07-08

MEETING TYPE: Open

SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk

REPORT #: CLK 019-2024

REPORT TITLE: Accessibility Standards Policy and Multi Year Accessibility Plan

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK Accessibility Standards Policy and Multi Year Accessibility Plan;

AND THAT Council adopts the Accessibility Standards Policy;

AND FURTHER THAT Council adopts the Multi Year Accessibility Plan.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

CLK 2017-043 Accessibility Standards Policy and Multi-Year Accessibility Plan

BACKGROUND

The Accessibility for Ontarians with Disabilities Act (AODA), O-Reg 191/11 (Integrated Accessibility Standards- IAS) are the guiding legislation under which municipalities develop, implement and enforce standards for accessibility related to goods, services, facilities, employment, accommodation and buildings. The target date for reaching this goal is no later than January 1, 2025.

The five standards outlined in the legislation are customer service, employment, information and communications, transportation, and public spaces.

ANALYSIS

The AODA provides that plans must be updated at least every five years. The updated plans are attached as Schedule A and B to this report.

CONSULTATION

Senior Management

FINANCIAL CONSIDERATIONS

There are no financial considerations in receiving this report for information, however there may be financial implications related to accessibility during construction or renovations, however those costs will be worked into each project.

ATTACHMENTS

Schedule A - Accessibility Standards Policy

Schedule B Multi Year Accessibility Plan

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

SCHEDULE A

ACCESSIBILITY STANDARDS POLICY		
	DEPARTMENT: Clerk	POLICY NUMBER: 006-2024
	EFFECTIVE DATE: July 8, 2024	LEGISLATIVE AUTHORITY: Accessibility for Ontarians with Disabilities Act, 2005 O-Reg 191/11
	APPROVED BY: Resolution	
	REVIEW PERIOD: Every 5 years	

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Commitment

The Township of Wellington North (the Township) is committed to ensuring equal access and participation for people with disabilities. The Township is committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. The Township believes in integration and are committed to meeting the needs of people with disabilities in a timely manner by removing and preventing barriers to accessibility and meeting our accessibility requirements under the Accessibility for Ontarians with Disabilities Act and Ontario's accessibility laws.

The Township is committed to meeting its current and ongoing obligations under the Ontario Human Rights Code respecting non-discrimination and understands that obligations under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its accessibility standards do

not substitute or limit its obligations under the Ontario Human Rights Code or obligations to people with disabilities under any other law.

The Township is committed to excellence in serving and providing goods, services or facilities to all customers including people with disabilities.

The Township's accessible customer service policies are consistent with the principles of independence, dignity, integration and equality of opportunity for people with disabilities.

Training

We are committed to training all staff and volunteers in accessible customer service, that relate to persons with disabilities. To this end the Township will:

- train every person as soon as practicable after being hired and provide training in respect of any changes to the policies;
- maintain records of the training provided including the dates on which the training was provided and the names of to whom it was provided.

Training will be provided on:

- Assistive Devices
- Communication
- Service Animals
- Support Persons
- Information and Communication
- Employment
- Design of Public Spaces

Assistive Devices

People with disabilities may use their personal assistive devices when accessing goods, services or facilities.

In cases where the assistive device presents a significant and unavoidable health or safety concern or may not be permitted for other reasons, other measures will be used to ensure the person with a disability can access goods, services or facilities.

Communication

Where possible, the Township will communicate with people with disabilities in ways that take into account their disability. We will work with the person with disabilities to determine what method of communication works for them.

Service Animals

We welcome people with disabilities and their service animals. Service animals are allowed on the parts of our premises that are open to the public and third parties.

When it is not easily identifiable that an animal is a service animal, staff may ask for documentation from a regulated health professional that confirms the person needs the service animal for reasons relating to their disability.

A service animal can be easily identified through visual indicators, such as when it wears a harness or a vest, or when it helps the person perform certain tasks.

If service animals are prohibited by another law, we will do the following to ensure people with disabilities can access our goods, services or facilities:

- explain why the animal is excluded
- discuss with the customer another way of providing goods and services or facilities if possible.

Support Persons

A person with a disability who is accompanied by a support person will be allowed to have that person accompany them on our premises. A fee or charge will not be charged for support persons, however the person with the disability will pay the regular fee or charge. We will notify facility users of this by posting a notice in any municipal facilities that require a fee or charge to be paid on admission or for participation.

Information and Communication

The township has a process for receiving and responding to feedback and the process is accessible to persons with disabilities upon request.

When asked, the Township will provide information about our organization and its services, including public safety information, in accessible formats or with communication supports:

- in a timely manner, taking into account the person's accessibility needs due to disability; and
- at a cost that is no more than the regular cost charged to other persons.

The Township will consult with the person making the request in determining the suitability of an accessible format or communication support. If the organization determines that information or communications are unconvertible, the organization shall provide the requestor with:

- an explanation as to why the information or communications are unconvertible; and
- a summary of the unconvertible information or communications.

The Township will also meet internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws.

The Township notifies employees, job applicants and the public that accommodations can be made during recruitment and hiring. We notify job applicants when they are individually selected to participate in an assessment or selection process that accommodations are available upon request. We consult with the applicants and provide or arrange for suitable accommodation.

The Township will notify successful applicants of policies for accommodating employees with disabilities when making offers of employment.

The Township will notify staff that supports are available for those with disabilities as soon as practicable after they begin their employment and provide updated information to employees whenever there is a change to existing policies on the provision of job accommodation that take into account an employee's accessibility needs due to a disability.

The Township will consult with employees when arranging for the provision of suitable accommodation in a manner that takes into account the accessibility needs due to disability.

The Township will consult with the person making the request in determining the suitability of an accessible format or communication supports specifically for:

- information that is needed in order to perform the employee's job; and
- information that is generally available to employees in the workplace

With the employee's consent, the Township will provide workplace emergency information to a designated person who is providing assistance to that employee during an emergency.

The Township will provide the information as soon as practicable after we become aware of the need for accommodation due to the employee's disability.

The Township will review the individualized workplace emergency response information:

- when the employee moves to a different location in the organization;
- when the employee's overall accommodations needs or plans are reviewed; and
- when the employer reviews its general emergency response policies.

The Township has a written process to develop individual accommodation plans for employees.

The Township has a written process for employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work.

Performance management, career development and redeployment processes take into account the accessibility needs of all employees.

The Township will meet accessibility laws when building or making major changes to public spaces. Our public spaces include:

- Recreational trails/beach access routes
- Outdoor public eating areas like rest stops or picnic areas
- Outdoor play spaces, like playgrounds in parks and communities
- Accessible off-street parking
- Accessible on-street parking
- Service-related elements like service counters, fixed queueing lines and waiting areas

Feedback & Contact Information

The Township welcomes feedback on the Multi-Year Accessibility Plan, and on the accessibility of our services and facilities. If you have any ideas or suggestions as to how we can improve our accessibility efforts, please contact the Clerk:

Karren Wallace, Director of Legislative Services/Clerk

Telephone: 4519-848-3620 extension 4227

kwallace@wellington-north.com

Notice of Availability of Documents

We will notify the public that documents related to accessible customer service, are available upon request by posting a notice on the agenda and website.

MULTI-YEAR ACCESSIBILITY PLAN 2022-2026		
	DEPARTMENT: Clerk	POLICY NUMBER: 007-2024
	EFFECTIVE DATE: July 8, 2024	LEGISLATIVE AUTHORITY: Accessibility for Ontarians with Disabilities Act, 2005 O-Reg 191/11
	APPROVED BY: RESOLUTION	
	REVIEW PERIOD: Every 4 years	

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Commitment

The Township of Wellington North (the Township) is committed to ensuring equal access and participation for people with disabilities. The Township is committed to treating people with disabilities in a way that allows them to maintain their dignity and independence.

The Township believes in integration and are committed to meeting the needs of people with disabilities in a timely manner by removing and preventing barriers to accessibility and meeting our accessibility requirements under the Accessibility for Ontarians with Disabilities Act and Ontario’s accessibility laws.

The Township is committed to meeting its current and ongoing obligations under the Ontario Human Rights Code respecting non-discrimination and understands that obligations under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its accessibility standards do not substitute or limit its obligations under the Ontario Human Rights Code or obligations to people with disabilities under any other law.

The Township is committed to excellence in serving and providing goods, services or facilities to all customers including people with disabilities.

The Township's accessible customer service policies are consistent with the principles of independence, dignity, integration and equality of opportunity for people with disabilities.

Legislation and Responsibility

The Accessibility for Ontarians with A disability/disabilities Act (AODA) requires public sector organizations to have an Accessibility Advisory Committee and develop an accessibility plan each year.

Under the AODA, the Integrated Accessibility Standards Regulation (IASR) contains standards in the following five (5) areas:

1. Information & Communications
2. Employment
3. Transportation
4. Design of Public Spaces
5. Customer Service

2022-2026 Goals & Priorities

Accessibility Standard	Goals & Priorities	Status
Customer Service	Ensure persons with a disability/disabilities have access to all municipal facilities with their support person(s) and be able to support the individual with a disability/disabilities at all times and make every possible effort to waive the admission charge for the support person.	Ongoing
	Ensure persons with a disability/disabilities have access to all municipal facilities with their service animal, and to keep the animal with them, unless the animal is otherwise excluded by law from the premises.	Ongoing
	Review and update the Township Accessible Service Standards for Customer Service & Use of Assistive Devices as needed.	Ongoing
	Install a Window Intercom System and Hearing Loop in the Kenilworth municipal office	2022 Complete
Information and Communications	Provide documents describing the accessible customer service policies and notify the documents are available upon request.	Ongoing
	Provide accessible customer service training to all staff annually.	Annually

Accessibility Standard	Goals & Priorities	Status
	Develop, implement and maintain policies regarding the provision of goods, services or facilities to persons with a disability/disabilities.	Ongoing
	Provide notice of any temporary disruption to services that may affect persons with a disability/disabilities.	Ongoing
	Ensure that documents or information given to persons with a disability/disabilities are offered in an accessible format or with communication support on request.	Ongoing
	Conduct accessibility audit of the Township website to ensure that all content meets the internationally recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws.	2022 Complete
	Create an internal document to assist staff with creating accessible documents, emails and fillable forms	2024-2025
Employment	Develop and maintain a written process for individual accommodation plans for Township employees with a disability/disabilities	2025
	Develop a written return-to-work process for employees who are absent from work due to a disability/disabilities	2025
	Ensure accommodation for a disability/disabilities will be provided, upon request, to support participation in all aspects of the recruitment process including job postings and descriptions in alternative formats.	Ongoing
	Provide accessible customer service training to all new staff as part of the established onboarding protocol.	Ongoing
	Purchase of accessible workstations (sit/stand desk, large monitors)	2022-2026
Transportation	<p>The Township does not have a public transit system, the majority of the Transportation standard does not apply</p> <p>In 2009 the Township entered into an agreement with the County of Wellington to delegate authority for licensing taxicabs within the Township. In 2011, the County of Wellington ensured Taxi By-law 5266-11 met the requirements of the Integrated Accessibility Regulations as they relate to the Transportation standard.</p>	N/A

Accessibility Standard	Goals & Priorities	Status
	Ensure all new construction projects meet requirements of AODA	Ongoing
Design of Public Spaces	Incorporate accessible design features in accordance with public space accessibility requirements of the Ontario Building Code, and the County of Wellington's Facility Accessibility Design Manual into future renovations/additions to all municipal buildings	Ongoing
	Surface replacement in the Park at 393 Parkside Dr, Mount Forest	2022 Complete
	<p>Sidewalk were removed and replaced to meet AODA standards including tactile warning plates at intersections and pedestrian ramps:</p> <ul style="list-style-type: none"> • Domville Street in Arthur (Preston Street North to Andrew Street) • Queen Street East in Mount Forest (Main Street to York Street) • Durham Street West in Mount Forest (Silverbirch Ave to Normanby Street) • Edward Street in Arthur on either side of the entrance to the municipal parking lot located at mid block <p>New sidewalks installed that meets AODA standards including tactile plates at intersections and pedestrian ramps:</p> <ul style="list-style-type: none"> • Princess Street in Mount Forest (Cork Street to 50m east of Melissa Crescent) • Durham Street West in Mount Forest (Normanby Street to Foster Street) 	2022 Complete
	<p>Sidewalks were removed and replaced to meet AODA standards including tactile warning plates at intersections and pedestrian ramps:</p> <ul style="list-style-type: none"> • Domville Street in Arthur (Andrew Street to Conestoga Street) • Queen Street West in Mount Forest (Main Street to 35m west of Main Street) <p>New sidewalk installed that meets AODA standards including tactile plates at intersections and pedestrian ramps:</p> <ul style="list-style-type: none"> • Domville Street in Arthur (Preston Street North to entrance at Musashi) • Cork Street in Mount Forest (Waterloo Street to Princess Street) 	2023 Complete

Accessibility Standard	Goals & Priorities	Status
	<ul style="list-style-type: none"> • Preston Street North in Arthur (Smith Street to Domville Street) • Wellington Street East in Mount Forest (London Road to 180m west of London Road) • Foster Street in Mount Forest (Sligo Road West to 155m south of Sligo Road) 	
	<p>Sidewalk were removed and replaced to meet AODA standards including tactile warning plates at intersections and pedestrian ramps:</p> <ul style="list-style-type: none"> • Fergus Street in Mount Forest (Wellington Street to Birmingham Street) • Smith Street in Arthur (Wells Street to Conestoga Street) • Dublin Street (Waterloo Street to Page Street) <p>Interlocking brick sidewalk that were removed and replaced to meet AODA standards:</p> <ul style="list-style-type: none"> • Wellington Street East (Main Street 102m west towards Elgin Street) • Wellington Street West (Main Street to Fergus Street) 	2024
	<p>Installation of Pedestrian Crossover at the following intersections:</p> <ul style="list-style-type: none"> • Main Street North and Durham Street • Smith Street and Conestoga Street 	2024
	<p>Installation of Pedestrian Crossover at the following intersections:</p> <ul style="list-style-type: none"> • Main Street South and King Street • Queen Street and Parkside Drive 	Future years

Monitoring & Annual Reporting

The Township's Multi-Year Accessibility Plan is reviewed and updated every four (4) years. The next update will occur in 2026.

Each year, a status update report will be presented to the Township of Wellington North Council, outlining the actions taken throughout the year to achieve the goals outlined in the Multi-Year Accessibility Plan, and highlight the Township's progression towards becoming an accessible organization. This report will inform Council of how the Township is meeting the requirements under the AODA and IASR.

Feedback & Contact Information

The Township welcomes feedback on the Multi-Year Accessibility Plan, and on the accessibility of our services and facilities.

If you have any ideas or suggestions as to how we can improve our accessibility efforts, please contact the Clerk:

Karren Wallace, Director of Legislative Services/Clerk

Telephone: 4519-848-3620 extension 4227

kwallace@wellington-north.com



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2024-07-22

MEETING TYPE: Open

SUBMITTED BY: Brooke Lambert, Chief Administrative Officer

REPORT #: CAO 2024-010

REPORT TITLE: Strategic Plan Update (Mid-year Review)

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2024-010 for information.

AND THAT the Council of the Corporate of the Township of Wellington North approve the expenditure of \$15,000 from the operating budget, for the implementation of the strategic plan communication initiatives.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CAO 2024-003 2023 Year in Review
- CAO 2023-014 Township of Wellington North Strategic Plan Implementation
- CAO 2023-013 Township of Wellington North Draft Strategic Plan
- Report CAO 2023-007 Strategic Plan Update (Phase 2)
- CAO 2023-004 Strategic Plan Update (Phase1) and Community Satisfaction Survey Results
- CAO 2023-002 2022 Year in Review
- CAO 2022-009 Proposed Strategic Planning Process (2022-2026)

BACKGROUND

In October 2023, Council approved its 2024 Strategic Plan based on extensive consultation with Council, the community and staff. For more information, visit: www.wellington-north.com.

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

The priority areas supporting this goal are:

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

ANALYSIS

Strategic Plan Implementation:

The implementation of a strategic plan is an exciting opportunity to review key priorities that are identified by Council, staff and the community and then consolidate this information in a way that direct action can be taken to meet community objectives. Report CAO 2023-014 outlined how the implementation approach would be structured, with two main considerations:

- 1) How can the Township ensure that it is working towards the three strategic priorities identified in the plan; and
- 2) How can the Township ensure the organization is aligned with the strategic priorities.

Staff also committed to providing 2 progress reports per year – 1 mid-year as well as the annual “Year in Review”.

1. Working towards the strategic priorities

A key part of the implementation approach was to develop a milestone chart and three year work-plan that outlines how the Township will take steps towards meeting the 3 priorities and related objectives of this plan. This work plan provides the basis for measuring progress in terms of the various initiatives related to the strategic goals.

The following provides an update on the 3 priorities identified in the strategic plan:

Shape and support sustainable growth

- Development of the Growth Management Action plan is underway– with key feedback from the Advisory Committee made up of representatives from across the township;
- Detailed design for the Phase 2 of the Arthur Waste Water Treatment Plan was completed and a grant application to the Provinces “Housing-Enabling Water Systems Fund” submitted to fund this key infrastructure project; and
- Arthur Water Source and Tower EA underway with public consultation expected in the Fall of 2024.

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

- Extension of Southgate Recreation Agreement for support of the Mount Forest and Area Sports Complex (January);
- Approved the new Fire Services Partnership with Minto and Mapleton (February);
- Municipal Tree Framework developed in partnership with community organizations and the County of Wellington (June);
- Growth of key Economic Development partnerships (Our Town Rising, Joint Cultural Roundtable Symposium, Saugeen Connects);
- Increased focus on grants/funding (over 11 grants applied for as of April 2024 – 4 successful applications to date);
- Asset Management Plan update underway;
- Free women’s hygiene products in recreation facilities (community led partnership);
- Community Clean-ups - School partnership (April) and Provincial Day of Action on Litter (May);
- Optimist Lease for Arthur Drill Hall (June);
- Expansion of summer camps – new Damascus location;
- Expansion of various recreation programs (pickleball, drop-in and community sponsored activities); and
- Development of the “TechTours: Connecting Seniors through Technology and Bus Adventures” funded by a successful provincial grant application of over \$21,000.

Enhance information sharing and participation in decision making

- Review of Communications Policy and Standard Operating Procedures (SOPs);
- Increased focus on external communications – sharing information and celebrating successes via radio, website, social media (highlighting key projects, news and events);
- Mayors Roundtable with major employers in the Township (April);
- Volunteer and Newcomer Event (April 18) – 225 attendees and 35 booths;
- Cultural Roundtable/ Cultural Moments Highlights (creation of short videos and new website availability);
- Creation of the “Outstanding Achievement in Sports Recognition Program” to celebrate local athletes and accomplishments (May/June);
- New Arthur Archives Display Case to showcase the Arthur Historical Societies Collection at the Arthur Arena;
- 25th Anniversary Celebration with over 200 members of the public in attendance and the creation of a Time Capsule for the future (June); and
- Mount Forest Aquatics Committee Support – celebrating the first major donation of \$250,000 from the Lion’s Club for the new Mount Forest Pool (June).

2. Aligning the organization

Work has also begun to align the Township organization and administration more fully with the strategic plan. All Council reports now align initiatives with the strategic plan (if appropriate) or identify that it is part of core service delivery.

Further, ensuring that the organization is well suited in terms of the staff complement and required roles to support the priorities of this plan is also a focus for 2024. To this end, the following has been completed:

- Initiation of a township-wide job description review;
- The establishing internal staff working groups – one for strategic plan implementation and the other to address employee engagement;
- Staff “roll-out” open house, internal communication and celebration;
- Recruitment for several key positions, including those in the Community and Economic Development, CAO and Finance divisions (focus on Asset Management); and
- Continuous improvement related to internal administrative support – including the establishment of Standard Operating Procedures (SOPs).

Next Steps - Strategic Plan Communication

Communication related to the strategic plan will play an important role in the implementation process. In order to continue to with these efforts, staff are requesting Council approve the use of \$15,000 in existing operating budgets to cover the cost of:

- Banners for the core areas of Arthur and Mount Forest;
- The Year in Review Publication (completed annually and distributed to each household in Wellington North);
- Other materials as needed (publications, materials for open houses or township booths, facilities).

Staff will also continue to look for opportunities to partner with community organizations and other levels of government to work towards shared priorities.

CONSULTATION

Staff have consulted with all Township divisions as well as the Strategic Plan Implementation Committee. If approved, staff will also consult with the BIAs re. the design of the Strategic Plan banners and coordination of installation.

FINANCIAL CONSIDERATIONS

Capital: None

Operating: \$15,000 in operating funds to support ongoing communication efforts. It is anticipated this budget will be reallocated as required from existing operating accounts.

Staffing Implications: None

ATTACHMENTS

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: Communication related to the strategic plan is an important part of engaging the community and partner stakeholders to find ways to work together and achieve common priorities.
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

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

BY-LAW NUMBER 059-2024

BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule “A” Map 3 of By-law 66-01 is amended by changing the site specific zoning on lands described as Part of Park Lot 1, West Side of Main Street and East Side of Foster Street, Plan of the Town of Mount Forest, geographic Town of Mount Forest, Township of Wellington North, County of Wellington, as shown on Schedule “A” and attached to and forming part of this By-law from:
 - **Industrial (M1) to Main Street Mixed Use Site Specific (MU2-76);**
 - and**
 - **Main Street Mixed Use (MU2) to Main Street Mixed Use Site Specific (MU2-76).**

2. THAT Section 32 Exception Zone 2- Mount Forest, is hereby amended by adding the following new exception:

32.76 391 Main St. N	MU2-76	Notwithstanding Section 13.2.3.1 or any other section of the By-law to the contrary, the lands zone MU2-76 shall be subject to the following regulations: i. Minimum Lot Area of 4,972 m ² (53,518.16 ft ²)
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3. THAT except as amended by this by-law, the land shown on the attached Schedule “A” shall be subject to all applicable regulations of the Zoning By-law 6601, as amended.

4. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ AND PASSED THIS 8TH DAY OF JULY, 2024.

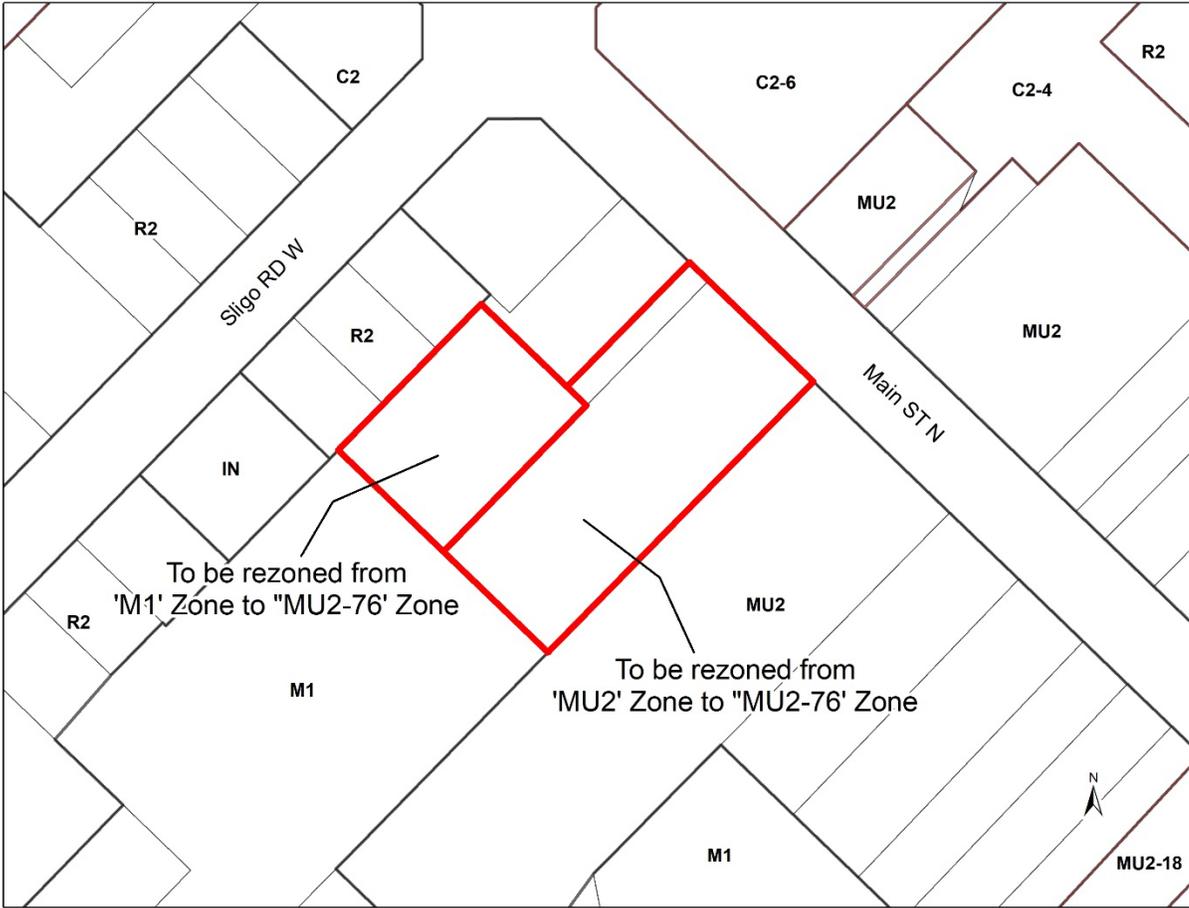
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 059-2024

Schedule "A"



This is Schedule "A" to By-law 059-2024

Passed this 8th day of July 2024

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 059-2024

THE LOCATION OF THE SUBJECT LANDS is described as part of Park Lot 1 W/S of Main St. and E/S of Foster St. with civic address of 391 Main St. N Mount Forest, Wellington North. The severed vacant parcel is approximately 0.17 ha (0.42 ac) and to be added to the abutting parcel that is approximately 0.32 ha (0.8 ac) in size and is currently zoned Industrial (M1) and Main Street Mixed Use (MU2) Zone.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Industrial (M1) and Main Street Mixed Use (MU2) zone to Main Street Mixed Use Site Specific (MU2-76) zone, to facilitate a residential development with a 10 unit, 2 storey apartment. This rezoning is a condition of severance application B3/22, that was granted provisional approval by the Wellington County Land Division Committee

CULTURAL MOMENT FOR JULY 8, 2024

CELEBRATING THE VILLAGE OF KENILWORTH

As we celebrate the creation of the Township of Wellington North in 1999, we look at one of our small but significant settlements. The Village of Kenilworth is located at the crossroads of Sideroad 7 and Highway 6, about 10 kilometres north of Arthur. It was named after a village in England, by an early storekeeper who settled there.

Jesuits established the first Catholic Church there, made of logs, in 1852. The building was condemned as structurally unsound in 1870. The current Sacred Heart building was established in 1902. A Methodist church was founded in 1854, also built of logs. It was later replaced with a red brick church, merged with the United Church and closed in 2001. The Sacred Heart Catholic Church remains strong with dedicated parishioners who maintain their lovely church, as well as a restful green space called Our Lady of Lourdes Grotto.



By 1869, Kenilworth had a general store, tailor, doctor, saloon, wagon maker, hotel and post office. The population was 50. By 1872, the railroad had built a station in Kenilworth as part of the permission to bring tracks northward. By 1910, there was a bank and telegraph office.

The mail had been brought from Fergus since 1848 but when the railroad came through, mail could come all the way to Kenilworth. The first post office was a small log house but later moved to the General Store.

A "new" hotel was built in 1885, but it was probably not the first hotel in Kenilworth. This hotel was built by Thomas O'Donnell and remained open until about 1920 when it was made into apartments. A shoe factory was established in Kenilworth in 1909 but there is no record of when it closed.

The Epoch family was a business-minded family. From selling automobiles, two brothers, Wilfred and George opened a garage. George became well known after he patented a machine called a grubber for removing brush and debris.

At one time Kenilworth had three general stores but the onset of gasoline-powered vehicles made possible the fast arrival of goods, and those stores gradually closed.

The Lynes Blacksmith Shop is a local landmark and a relatively rare double forge that was operational from 1885 to 1955, and the building remained undisturbed for 60 years. James Lynes Sr. and James Lynes Jr. were the blacksmiths. James Jr's son, Dr. Frank Lynes and Frank's daughter Krysia donated the shop and property, which includes the original house, to the Township of Wellington North in 2017. Since then, the Lynes Blacksmith Shop Committee have been working hard to restore and retain this building. The project has its own website where you, too, can volunteer to help with the restoration work.

Many villages, towns and cities in Southern Ontario began in the same way as Kenilworth. Many factors determined which ones grew bigger and which remained charming villages like Kenilworth. The residents of Kenilworth continue to thrive and innovate with several well-established small businesses while enjoying the surrounding pastoral farmland.

Submitted by Doris Cassan, Wellington North Cultural Roundtable

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

BY-LAW NUMBER 060-2024

**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 JULY
8, 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 July 8, 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 8TH DAY OF JULY, 2024.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK