

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
AGENDA OF REGULAR COUNCIL MEETING – MAY 5, 2025 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/83864963084>

Or join by phone:

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

Webinar ID: 838 6496 3084

**PAGE #**

**CALLING TO ORDER**

**ADOPTION OF THE AGENDA**

Recommendation:

THAT the Agenda for the May 5, 2025 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 May 5, 2025 Regular Meeting of Council at : p.m. for the purpose of holding meetings under the Planning Act.

**COMMITTEE OF ADJUSTMENT**

- A09/25 M&S Properties (Mount Forest) Inc. (773 Princess St)

**RESUME REGULAR MEETING OF COUNCIL**

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the May 5, 2025 Regular Meeting of Council at : p.m.

**QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)**

**ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

1. Regular Meeting of Council, April 22, 2025

001

Recommendation:

THAT the minutes of the Regular Meeting of Council held on April 22, 2025 be adopted as circulated.

**BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

Recommendation:

THAT all items listed under Items For Consideration on the April 22, 2025 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**

**ITEMS FOR CONSIDERATION**

1. MINUTES

- a. Arthur Chamber of Commerce, Board of Directors Meeting, April 9<sup>th</sup>, 2025 008

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Board of Directors Meeting held on April 9<sup>th</sup>, 2025.

- b. Mount Forest District Chamber of Commerce, Board Meeting, March 18, 2025 010

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce Board Meeting held on March 18, 2025.

- c. Arthur Business Improvement Area, March 26, 2025 012

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Area Meeting held on March 26, 2025.

- d. Grand River Conservation Authority, Summary of the General Membership Meeting – April 25, 2025 014

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Summary of the Grand River Conservation Authority General Membership Meeting held on April 25, 2025.

2. PLANNING

- a. Report DEV 2025-008, Site Plan Agreement – Clark Brothers Contracting Ltd. (Teeswater Concrete), Macaulay Street, Arthur 015

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2025-008 regarding the final approval of the Clark Brothers Contracting Ltd. Site Plan Control Agreement for the Teeswater Concrete Cement Plant.

- b. Report DEV 2025-009, Notice of Decision received for Consent Application B3-25 029

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2025-009 regarding the Notice of Decision for Consent Application, received from the County of Wellington Planning and Land Division Committee:

- B3-25 Mary Ruth-Anne White and Kristopher Cottrell, Part Park Lot 4, n/s Domville St., Crown Survey with a civic address of 460 Domville Street, in the village of Arthur (Severance)

3. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2025-016, Community Improvement Plan Arthur Barber Shop 036

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-016 on the Arthur Barber Shop Community Improvement Plan application;

AND THAT Council approve a Façade Improvement Grant in the amount of \$888.00 to Arthur Barber Shop for new Business Signage.

4. FINANCE

- a. Report TR 2025-003, Phase 2 Financing Strategy – Arthur Wastewater Treatment Plant 040

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-003 Phase 2 Financing Strategy – Arthur Wastewater Treatment Plant Upgrade;

AND THAT Council approve the blended financing approach comprising Reserve Contributions, Developer Upfront Contributions, and Debt Financing;

AND FURTHER THAT Council direct staff to finalize the developer agreement framework targeting upfront contributions of approximately \$2,025,000;

AND FURTHER THAT Council authorize staff to proceed with preparations for a debt issuance of at least \$4,725,000;

AND FURTHER THAT Council direct staff to continue to apply for funding opportunities by upper levels of government that can off-set the financial burden related to infrastructure for growth, including housing;

AND FURTHER THAT Council direct staff to review the workplan for Phase 2 of the Arthur Wastewater Treatment Plant and prepare to tender the project following the completion of the debt issuance;

AND FURTHER THAT Council lifts the suspension of sewage allocation in the village of Arthur and allocate all uncommitted wastewater reserve capacity in the amount of 396 Equivalent Residential Units (ERU's) and all future uncommitted wastewater reserve capacity to the lands identified in Schedule 'A' of this report which implements the recommendations of the Township's Growth Management Action Plan dated August 16, 2024, prepared by Watson & Associates Economists Ltd;

AND FURTHER THAT all sub-allocations within the area identified in Schedule 'A' of this report shall be undertaken in accordance with the Township's Sewage Allocation Policy;

AND FURTHER THAT the developers of the applicable lands identified in Schedule 'A' of this report be invited to participate in the financing strategy of future wastewater capacity.

## 5. FIRE

- a. Report FIRE 2025-003, Fire Services Wage Policy 046

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive report FIRE 2025-003 Fire Services Wage Policy;

AND THAT Council adopts the wage policy and directs staff to implement it as of May 1, 2025.

## 6. ADMINISTRATION

- a. Report CAO 2025-007, Community Flag and Signage Review 050

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2025-007, regarding the Township's Community Signage Review;

AND THAT Council directs staff to develop a comprehensive Community Flag and Signage Policy to guide use and practice related to Township signage assets;

AND FURTHER THAT Council receives the draft Standard Operating Procedure (SOP) related to the Half-masting of Township Flagpoles for information;

AND FURTHER THAT Council approves the boundaries for Township and BIA related banner installations in the core areas of Mount Forest and Arthur.

AND FURTHER THAT Council approves the proposed schedule for banner installation/removal up to a maximum of four transitions per core area;

AND FURTHER THAT Council approves the proposed banner installation plan as proposed by the BIA of Arthur for the 2025 and 2026 period.

AND FURTHER THAT Council approves the proposed banner installation plan as proposed by the BIA of Mount Forest for the 2025 and 2026 period.

AND FURTHER THAT Council approves the proposed Township banner installation plan for 2025 and 2026 in Arthur and Mount Forest as outlined in this report;

AND FURTHER THAT Council receives the draft Standard Operating Procedure (SOP) related to Community Banners for information;

AND FURTHER THAT Council direct staff to review other Township signage assets and develop further SOPs as appropriate.

**7. COUNCIL**

- a. County of Wellington, Planning Committee Report dated April 10, 2025 regarding 2024 Residential Monitoring Report 068

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Planning Committee Report dated April 10, 2025 regarding 2024 Residential Monitoring Report.

- b. County of Wellington, Planning Committee Report dated April 10, 2025 regarding County Official Plan Review – OPA 126 Recommendation Report 080

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Planning Committee Report dated April 10, 2025 regarding County Official Plan Review – OPA 126 Recommendation Report.

**NOTICE OF MOTION**

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Renken (Ward 1):

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

Councillor Burke (Ward 2):

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

Councillor Hern (Ward 3):

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

Councillor McCabe (Ward 4):

- Wellington County Farm Safety Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Upper Grand Trailway Wellington Sub Committee
- ROMA Zone 2 Chair

Mayor Lennox:

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

**CULTURAL MOMENT**

- Celebrating the history of Newspapers in Arthur 153

**CONFIRMING BY-LAW** 155

Recommendation:  
THAT By-law Number 029-2025 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 May 5, 2025 be read and passed.

**ADJOURNMENT**

Recommendation:  
THAT the Regular Council meeting of May 5, 2025 be adjourned at \_\_:\_\_ p.m.

## MEETINGS, NOTICES, ANNOUNCEMENTS

Mount Forest Community Centre Open House (320 King St.)	Wednesday, May 7, 2025	9:00 a.m. to 8:00 p.m.
Mount Forest BIA – Mount Forest & District Sports Complex, Meeting Room	Tuesday, May 13, 2025	8:00 a.m.
Arthur Chamber of Commerce – Arthur and Area Community Centre – Upper Hall	Wednesday, May 14, 2025	5:30 p.m.
Wellington North Cultural Roundtable - Arthur and Area Community Centre	Thursday, May 15, 2025	12:00 p.m.
Mount Forest Chamber of Commerce, Chamber Office	Tuesday, May 20, 2025	5:00 p.m.
Regular Council Meeting	Tuesday, May 20, 2025	7:00 p.m.
Wellington County Safe Communities - Wellington County Museum and Archives, Aboyne Hall	Wednesday, May 21, 2025	9:30 a.m.
Arthur BIA - virtual	Wednesday, May 21, 2025	7:30 p.m.
2025 Joint Cultural Roundtable Symposium - Harriston Library – 88 Mill Street, Harriston	Friday, May 30, 2025	10:00 a.m. – 2:00 p.m.



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

RESOLUTION: 2025-121

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 6:32 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

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

CARRIED

### 1. REPORTS

- a) Verbal Report CAO  
Community Member Recognition

### 2. REVIEW OF CLOSED SESSION MINUTES

- April 7, 2025

### 3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-122

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 6:41 p.m.

CARRIED

RESOLUTION: 2025-123

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Verbal Report of the CAO community member recognition;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-124

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the April 7, 2025, Council Meeting.

CARRIED

## COUNTY COUNCIL UPDATE

Campbell Cork, County Councillor, Ward 3

County Councillor Cork provided an update on Wellington Dufferin Guelph Public Health (WDGPH), where he recently became a Director as a representative of Wellington County:

- The health unit deals with
- childhood obesity,
- measles
- safe medical waste disposal
- injuries and death related to falls (statistics on their website)
- Ticks and mosquitos are monitored
- West Nile Virus is also monitored
- Dental care for seniors
- Monitors avian flu along with OMAFRA.
- [www.wdgpublichealth.ca](http://www.wdgpublichealth.ca) has a great amount of information

Update on Wellington Road 109:

- East of Arthur, on Wellington Road 109, construction on four bridges will begin on May 5<sup>th</sup> and extend into 2028. Traffic will be reduced to one lane during this time and oversized equipment and vehicles will have to use alternate routes. This will cause delays for travellers.

## RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2025-125

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North recess the April 22, 2025, Regular Meeting of Council at 7:12 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

## COMMITTEE OF ADJUSTMENT

- A07/25 Minor Variance - 5053745 Ontario Inc.
- A08/25 Minor Variance - Cleon Weber

## RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2025-126

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North resume the April 22, 2025, Regular Meeting of Council at 7:27 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, April 7, 2025
2. Public Meeting, April 7, 2025

RESOLUTION: 2025-127

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on April 7, 2025, be adopted as circulated.

CARRIED

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

No business arising from previous meetings of Council

#### **IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

1a, 1b, 3b, 4a, 5a

#### **ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

RESOLUTION: 2025-128

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT all items listed under Items for Consideration on the March 10, 2025, 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 Report CBO 2025-002 being the Building Permit Review for the month of March 2024.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-014 on the Tang's Restaurant Community Improvement Plan application;

AND THAT Council approve a Façade Improvement Grant in the amount of \$2,500 to Tang's Restaurant for façade upgrades.

CARRIED

#### **CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

RESOLUTION: 2025-129

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report from Asavari Jadhav-Admane, Planner, County of Wellington, dated April 14, 2025;

AND THAT Council support the Zoning By-law Amendment;

AND FURTHER THAT the Mayor and Clerk be authorized to sign By-law No. 025-2025.

CARRIED

RESOLUTION: 2025-130

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report from Asavari Jadhav-Admane, Planner

AND THAT Council support the removal of the holding provision;

AND FURTHER THAT the Mayor and Clerk be authorized to sign By-law No. 026-2025.

CARRIED

RESOLUTION: 2025-131

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report 2025-015 being a report on the award of RFP 2025-009 for the upgrades to Lion Merv Weber Playground;

AND THAT the Council award Proposal 2025-009 to Park N Water Ltd at a total cost to the Township of \$149,651.44 (including HST).

AND FURTHER THAT Council authorize staff to sign any necessary agreements with Park N Water Ltd.

CARRIED

RESOLUTION: 2025-132

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-009 2025 Sewage Allocation;

AND THAT Council review and adopt the 2025 Reserve Capacity Calculations for Arthur and Mount Forest as prepared by Triton Engineering Services Limited dated March 13, 2025;

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

- Mamta Developments – Cork Street Subdivision – 50 Units;
- 5053745 Ontario Inc. (Wilson Developments) – 446 Wellington Street E – 24 Units; and
- Deer Ridge heights Inc. – Subdivision – 75 Units.

AND FURTHER THAT Council award the necessary units to allow the Building Department to have twenty (20) units of sewage allocation for each urban centre, Arthur and Mount Forest, for distribution during 2025 for infill lots;

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

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

CARRIED

RESOLUTION: 2025-133

Moved: Councillor Renken

Seconded: Councillor Hern

THAT Township of Wellington North Council receive for information Report CAO 2025-006, Fleet Management Policy Update;

AND THAT Council endorses the updates to the Fleet Management Policy as outlined in this report;

AND FURTHER THAT Council approves the update to the Township of Wellington North's mileage reimbursement rate to reflect the Canada Revenue Agencies (CRA) annual rate and that this rate be adjusted on the same schedule;

AND FURTHER THAT Council direct the Joint Fire Services Management Team to develop a Fleet Management Policy for Fire Services vehicles to be considered at a future meeting.

CARRIED

### **NOTICE OF MOTION**

No notice of motion tabled.

### **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Renken (Ward 1):

- Louise Marshal Hospital Auxiliary lunch on Friday, May 2, 2025, from 11:00 a.m. to 1:00 p.m. at the Mount Forest and District Sports Complex. Proceeds to go to the LMH Foundation for equipment. It is a hot meal, tickets available at the door, \$20.

Councillor Hern (Ward 3):

- Mount Forest Chamber of Commerce meeting, April 22, 2025.
- Arthur BIA Meeting Wednesday, April 23, 2025, at 7:30 p.m. (virtual).
- GRCA meeting on Friday, April 25, 2025.

Councillor McCabe (Ward 4):

- ROMA meeting earlier this month, report will be circulated to Council. Another meeting in June.

Mayor Lennox:

- Councillor Burke participated in the Trillium Grant presentation at the Mount Forest Legion on Saturday, April 12, 2025.
- Mount Forest Community Centre, 320 King Street East, Open House on April 23, 2025, and May 7, 2025, from 9:00 a.m. to 8:00 p.m. to provide residents with an opportunity to share thoughts for future uses of this facility.
- Volunteer Celebration and Newcomer Welcome Celebration in Arthur on May 1, 2025.

### **BY-LAWS**

- a. By-law Number 025-2025 being a By-law to amend By-law 66-01 being a zoning by-law for the Township of Wellington North (Cachet Developments)
- b. By-law Number 026-2025 being a By-law to amend By-law 66-01 being a zoning by-law for the Township of Wellington North (remove holding provision Martin)
- c. By-law Number 027-2025 being a By-law to enter into a Transfer Payment Agreement with the Fire Marshall

RESOLUTION: 2025-134

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT By-law Number 025-2025, By-law Number 026-2025 and By-law Number 027-2025 be read and passed.

CARRIED

### **CULTURAL MOMENT**

- Celebrating Dinah Christie

### **CONFIRMING BY-LAW**

RESOLUTION: 2025-135

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 028-2025 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on April 22, 2025 be read and passed.

CARRIED

### **ADJOURNMENT**

RESOLUTION: 2025-136

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Regular Council meeting of April 22, 2025, be adjourned at 7:57 p.m.

CARRIED

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**MAYOR**

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**CLERK**



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

## Arthur Chamber Monthly Board of Directors Meeting Minutes April 9th, 2025

Attending: *Brea Smith, Genevieve Paquet, Robyn Mulder, Faye Craig, Bonnie McIntosh*  
Regrets: *Debby Keown, C. Lisa Hern*

Brea called the meeting to order @ 5:35pm pm and welcomed everyone.

### Approval of Previous Minutes:

- All Accept , passed

### Committee Reports:

Economic Development Report – Robyn Mulder

- community improvement program, 1 application to council for improvements, Tang's
- Tourism Growth Grant program – Ontario Saugeen Culture Guide is printed
- Cultural Roundtable May 30 in Harriston
- still looking for vendors for WN Farmers Market
- Saugeen Connects SSUP Student Startup Program ongoing
- Advancement of Women
- WOWSA- looking for ideas to host; suggestion to contact Tullamore for a Golden Hour Picnic
- Mayors Breakfast April 10<sup>th</sup>
- many projects awaiting summer students for aid
- discuss questions for Robyn – Why not a member of Chamber?

Council Report – Counsellor Lisa Hern:

- not present

### Business arising from the previous meeting/New Business

Committee Updates:

- BA5: June – KTS to discuss if interested.
- Arthur by the Fire- rumored to not be moving forward, Brea to reach out for clarification
- Canada Day – table fees voted via text, \$15 per vendor space; Broadline quote for facilities \$267.81, booked for delivery Friday June 27<sup>th</sup> and pickup on the Monday or Tuesday; 11 confirmed & paid vendors for the event; suggested interest from Berlin 95 food truck; member email went out about waived table fees, only 1 member so far – Wilder's Kennel; still seeking donations for the event.
- Easter Scavenger hunt- eggs have been sent to Caressant Care for colouring as well as a few local kids that had inquired about helping again this year; still seeking donations for prize winnings; draft letter to second look to inquire about donating funds for purchasing prizes; create write up for Wellington Advertiser .
- Office Renovation – out of the office by April 30<sup>th</sup>; boxes all moved up from the basement to the main level Chamber Office, need to be sorted yet; many items have lots of mold in the boxes; Darren

said no to utilizing the bin for the few boxes; KTS/Be Sure said we may use their dumpster out back for those items;

- Brea to contact Telus to see if there is an alternative way to have an answering service and Wightman to cancel the services.
- keys – have not heard
- items to be stored over in basement at Be Sure, including cabinets – thank you.
- desk – send an email to membership to see if they can use for free, if no response, post for \$100 on socials for sale.
- Meeting locations listed below.

#### New Business

- Meet the Candidates – participation voted on via text; cost approx. \$60-70 per Chamber; partnership with Minto, Mapleton, Mount Forest Chambers , 99.1 The River & Wightmans; April 14<sup>th</sup> at 7pm at the Norgan Theatre in Palmerston.

#### Presidents Report –

#### Correspondence:

- none to discuss

#### Financial Statements:

- Bonnie McIntosh – not present

Dismissed: 6:22pm

#### Meeting Outline for 2025

- Upper Hall - May 14<sup>th</sup>, 2025
- Upper Hall - June 11<sup>th</sup>, 2025
- Lower Hall – July 9<sup>th</sup>, 2025
- Lower Hall – August 13<sup>th</sup>, 2025
- Upper Hall - September 10<sup>th</sup>, 2025
- Upper Hall - October 8<sup>th</sup>, 2025
- Upper Hall - November 12<sup>th</sup>, 2025
- Upper Hall - December 10<sup>th</sup>, 2025



**a) Office Operations - Stacey**

- The Louise Marshal Hospital Foundation has invited the Chamber to their 35<sup>th</sup> anniversary open house on March 22. Hours are from 4-7PM with a come and go format.
- As Sharon Wenger has resigned, the credit card will need to be changed. The current account administrator is no longer on the board so Stacey is going to look into what options the Chamber has to move forward.

**b) Mount Forest Fireworks Festival Update – Sharon**

- Planning is going smooth and there is new entertainment lined up for the 2025 Festival.
- Sponsorships are currently sitting at \$18,500.

**VII. New Business**

**a) Community Monopoly – Stacey & Chris**

- The game has been distributed to 3 stores in town at this point: Young's Home Hardware, Plume's Mainstreet Interiors and Meat the Butcher. So far we have sent out almost 200 copies out of the 600 created.
- The community is loving the idea so far and Stacey is going to advertise the game in every way possible.

**b) Office Accessibility – Stacey**

- Stacey would like the board to review the quotes that were provided for the Chamber's accessibility ramps. She recommends going with Darren Payne from Conn.

**c) Certificates of Origin – Stacey**

- The Chamber has the option to become and affiliate partner with the Canadian Chamber of Commerce. This will give local businesses the chance to apply for the certificates or origin through the Mount Forest Chamber and the Chamber would receive a small kick back.
- Bobbi-Jean is going to review the contracts with Stacey

**d) Meeting Date Change – Stacey**

- Stacey suggested to change the meeting dates to the third Tuesday of every month at 5:00pm in hopes that there will be better attendance by the directors.

**Adjournment**

Meeting adjourned at 6:10 pm, March 18th, 2025.

The next meeting will be January 14<sup>th</sup> at 4:30 at the Chamber board room.



## MINUTES OF MEETING OF ARTHUR BIA

**Wednesday, March 26, 2025 @ 7:30 PM**  
**Virtual via Zoom link**

### **Board Members present:**

Angela Alaimo, Chair  
 Paula Coffey, Vice Chair  
 Chris McIntosh, Treasurer  
 Jim Coffey  
 Mitch Keirstead  
 Gord Blyth  
 Councillor Lisa Hern

### **Other Attendees**

#### **Absent**

Sheila Faulkner  
 Robyn Mulder EDO

### **Review and Adoption of the Agenda**

**Vice Chair Paula called the virtual meeting to order at 7:32 pm**

THAT the agenda for the meeting of the March 26, 2025 Arthur Business Improvement Area be accepted and passed. Mitch moved to accept and Jim seconded.

### **Review and Approval of Minutes**

THAT the minutes from the February 19 , 2025 Arthur Business Improvement Area meeting be approved with an amendment to the date of the next meeting and passed. Motion to approve by Gord, and seconded by Chris

**Robyn's report** Robyn wasn't in attendance

### **Financial Report**

Review of financial report from Chris, Paid bill for the OBIAA award application.  
 Invoice for three way split (Chamber, Twp and BIA) for seasonal advertising was approved to be paid. Request from Township to provide last year's financial information and has had conversation with Township Treasurer to determine what he requires and will forward that information to him.  
 Motion to approve financial report Chris, and seconded by Mitch

### **Roundtable Discussion:**

Paula reported that we had submissions – closed as of March 1 – [REDACTED] and [REDACTED]. We are going to do two banners. Banner policy will limit the number

of banners we have. We can replace the old ones with new people potentially. Gord suggested that the old ones could be used as part of the Historical Society archives. 013

It was agreed that Paula would send the list of nominees with their descriptions to the Board members and then we would all have an opportunity to select the two people to be ICONS. Paula advised that she would contact each of the selected people to get their approval. The other side will be historical buildings – it was open to the floor to propose. We will pull the list that Jeff McKee gave us to review it. Paula will put the rest of the buildings on the bottom of the list for us to decide.

There is an issue with the planters on the bump out – we got a letter from the Township about the placement of the planters. We will be sending a letter asking for clarification.

They also said they would be turning the lights to the streets but then the banners will be hit.

Chris went to the Township – Wellington North Power – Chris has suggested they move the bracket up 8 inches or so – would raise the lights up enough so they would be out of the street.

WNP will see if they can make that work.

Chris says there are a lot of issues with the bump out with pedestrians stepping out into the street thinking it is a crosswalk. Mitch and Lisa advised that MTO is in the business of keeping traffic moving and they didn't want a crosswalk to slow traffic. That is why there is signage that it isn't a crosswalk.

Gord thought that the only people the flowers on the bump out would affect would be coming out of his alley.

Flower bags for bridge – does anyone know a vendor? MTO approval necessary as they own the bridge?

Poppy refurbishment – Paula will reach out to Ralph to proceed with the work.

Arthur by the Fire – It was decided to let this year's event go as there is too much to be done before June and insufficient funding even cutting back on some of the expenses – Paula got \$3200 \$1000 from Twp \$1,000 from Walker \$500 from ACP, \$500 from the Optomists and \$300 from the Lions Club. It turns out that the budget was out of whack with the actual expenses and it is not possible to proceed. We will start from the beginning and see if we can get it going for next year.

**Date of next meeting:**

May 21

**Adjournment** Gord



## Grand River Conservation Authority

Summary of the General Membership Meeting – April 25, 2025

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-04-25-40 - Human Resources Policies Update
- GM-04-25-39 - Gift Acceptance Policy
- GM-04-25-48 - Financial Summary
- GM-04-25-43 - Residential Program Wind-down – Demolitions
- GM-04-25-42 - Provincial Offences Act Officer Designations - Section 29 Conservation Areas
- GM-04-25-C07 - General Insurance Policy Renewal 2025-2026 (Closed agenda)

### Information Items

*The Board received the following reports as information:*

- GM-04-25-47 - Chair's Report
- GM-04-25-41 - Cash & Investment Status
- GM-04-25-38 - Quarterly Permit Report
- GM-04-25-44 - March 2025 Flood Event
- GM-04-25-45 - April 2025 Flood Event
- GM-04-25-46 - April 2025 Flood Event Dam Safety Incidents - Wellesley & Baden Dams
- GM-04-25-49 - Current Watershed Conditions

### Correspondence

*The Board received the following correspondence:*

- Susan Watson et al - Reconsider Lands Disposition Plans

### Source Protection Authority Correspondence & Action Items

*The General Membership of the GRCA also acts as the Source Protection Authority Board.*

- Ministry of the Environment, Conservation and Parks - Approval of Amendments
- Lake Erie Source Protection Region - Grand River Source Protection Plan Annual Progress Reporting
- SPA-04-25-01 - Submission of the 2024 Grand River Annual Progress Report
- SPA-04-25-02 - Submission of the amended Grand River Source Protection Plan and Assessment Report – County of Brant
- SPA-04-25-03 - Submission of the amended Grand River Source Protection Plan and Assessment Report – City of Brantford
- SPA-04-25-04 - Source Protection Committee Member Appointments

For full agendas and reports, and past minutes, please refer to our [Board meeting calendar](#). The minutes of this meeting will be posted on 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'.



## TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council  
 DATE: 2025-05-05  
 MEETING TYPE: Open  
 SUBMITTED BY: Tammy Pringle, Development Clerk  
 REPORT #: DEV 2025-008  
 REPORT TITLE: Site Plan Agreement – Clark Brothers Contracting Ltd. (Teeswater Concrete), Macaulay Street, Arthur

### RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2025-008 regarding the final approval of the Clark Brothers Contracting Ltd. Site Plan Control Agreement for the Teeswater Concrete Cement Plant.

### PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- Zoning By-law Amendment 079-2024 dated September 9, 2024
- DEV 2024-023 Consent B49-24 Clark Brothers Contracting Ltd. (Severance) (August 12, 2024)
  - Resolution in Support: 2024-256

### BACKGROUND

#### **Subject Lands**

The property is at the north end of Arthur at 510 Eliza Street. The owner of the property, Clark Brothers Contracting Ltd., applied for a severance on the property in 2024 to sever a 1.012-hectare lot, with frontage on Macaulay Street, for a ready-mix cement plant.

The severance received initial approval by the County of Wellington Planning and Land Division Committee on September 18<sup>th</sup>, 2024, followed by a Notice of No Appeals October 9, 2025.

A number of Township of Wellington North conditions are required to be cleared prior to obtaining final approval to create the new lot. This Site Plan Control Agreement will clear several of them.

#### **The Proposal**

The Owner has applied for Site Plan Approval from the Township to construct a new ready-mix concrete plant. This project will include the extension of Macaulay Street to provide an entrance to the new lot, site design, grading, servicing, stormwater management, and buffering, as well as approvals from the Ministry of Environment Conservation and Parks (MECP) regarding the

operation of an industrial facility. These approvals include an Environmental Compliance Approval for Stormwater under the Ontario Water Resources Act (OWRA) and an approval (ECA or EASR) for Air and Noise. The ready-mix concrete plant will also be subject to certification of the Ready-Mix Concrete Association of Ontario or Concrete Ontario (RMCAO).

The developers proposal is to develop the land in phases. Beginning in spring 2025 with construction of Macaulay Street, site works and the ready-mix concrete superstructure to allow them to begin operations and serve the community followed by the plant building/warehouse and truck wash next year.

### Existing Policy Framework

The subject lands are designated M1-42 & M1-43 Industrial Exception Zone, in the Township of Wellington North Zoning By-Law 66-01 with Industrial designation 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 project 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 will be registered.

### CONSULTATION

Staff have consulted with the Building, Planning & Development, Infrastructure Services and Fire Services Departments in the Township as well as the County of Wellington, Planning and Development Department and Township Engineer, on its behalf. The County of Wellington Roads Division and Source Water Protection were also circulated for review.

### FINANCIAL CONSIDERATIONS

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

### ATTACHMENTS

DEV 2025-008 **APPENDIX A** – Location Map

DEV 2025-008 **APPENDIX B** – Site Plan Showing Location of Building

DEV 2025-008 **APPENDIX C** – Site Plan Control Agreement

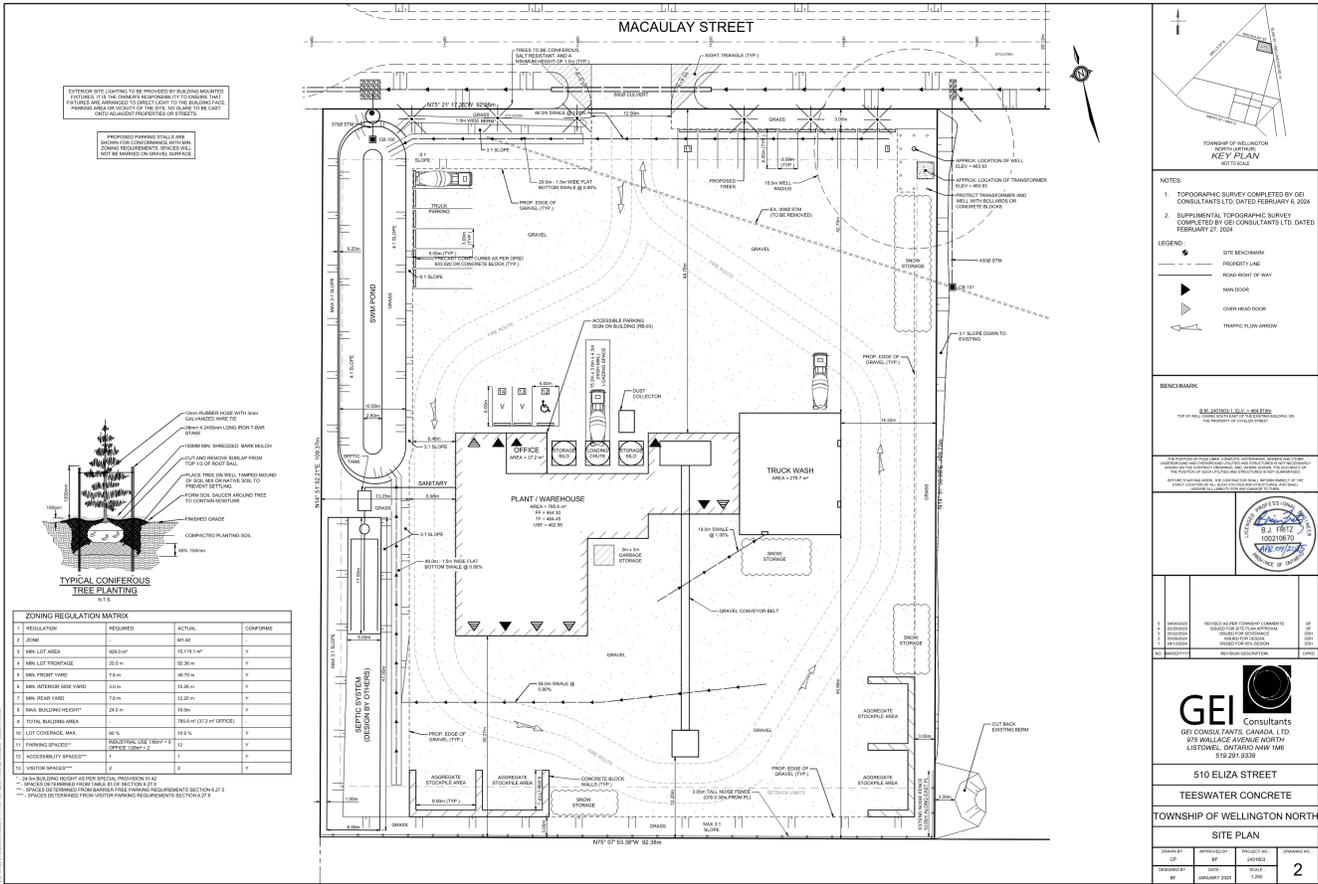
### STRATEGIC PLAN 2024

- Shape and support sustainable growth
  - How: Supporting growth and increased services for local communities within the urban area.

Approved by: Brooke Lambert, Chief Administrative Officer



# APPENDIX B – Site Plan Showing Location of Building



**SITE PLAN CONTROL AGREEMENT**

THIS AGREEMENT made this 16<sup>th</sup> day of April, 2025.

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**  
(the "Township")  
OF THE FIRST PART

-and-

**CLARK BROTHERS CONTRACTING LTD.**  
(hereinafter collectively called the "Owner")  
OF THE SECOND PART

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

PART OF PARK LOTS 1 & 2 SOUTH OF MACAULAY STREET, ARTHUR,  
DESIGNATED AS PART 1 ON 61R-20566; TOWNSHIP OF WELLINGTON NORTH

PIN: 71095-0353 (LT)

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 County of Wellington Planning and Land Division Committee has approved the severance of the lands to permit the construction of a ready-mix concrete plant subject to the conditions of approval as listed in Schedule "C";

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").

## SITE PLAN AGREEMENT

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CLARK BROTHERS CONTRACTING LTD.

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 that they are responsible for snow removal from the parking lot area of the Lands. During completion of the Works, snow will be removed in a manner consistent with current practices on the Lands. Surplus snow outside of the snow storage areas that are shown on the approved Plans 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

SITE PLAN AGREEMENT  
CLARK BROTHERS CONTRACTING LTD.

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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 within the Township's Right-of-Way the following items are required as set out in the Township's Service Connection Policy:
  - i. The Owner is responsible to hire a contractor from the Township's Approved Contractor List to construct the works within the municipal right-of-way;
  - ii. The Owner's contractor shall forward a Certificate of Insurance meeting the same requirements as outlined in section 11a of this agreement, WSIB Certification, Ministry of Labour Notice of Project and Traffic Control Plan as per MTO Book 7 requirements.
  - iii. A Pre-Construction meeting has been held between the Township, Owner and Owner's Contractor.
- 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 FIFTY THOUSAND DOLLARS (\$50,000.00), 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.

SITE PLAN AGREEMENT  
CLARK BROTHERS CONTRACTING LTD.

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- f) The Owner 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 (\$50,000.00) 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 Owner 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 12(a) to this Agreement, in the

SITE PLAN AGREEMENT  
CLARK BROTHERS CONTRACTING LTD.

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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.

- d) 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.
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;

## SITE PLAN AGREEMENT

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CLARK BROTHERS CONTRACTING LTD.

- 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 one (1) bound paper set 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 one (1) 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.

SITE PLAN AGREEMENT  
CLARK BROTHERS CONTRACTING LTD.

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THIS AGREEMENT is executed by the Township this 16th day of April, 2025.

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

Per:

16-04-2025

Signed by:  
*Darren Jones*

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

THIS AGREEMENT is executed by the owner this 16th day of April, 2025.

**CLARK BROTHERS CONTRACTING LTD.**

Per:

16-04-2025

Signed by:  
*Steven Clark*

Steven Clark - President  
I have authority to bind the corporation.

OWNER'S NAME:	Clark Brothers Contracting Limited c/o Steven Clark
OWNER'S MAILING ADDRESS	510 Eliza St., Arthur, ON, N0G 1A0
OWNER'S PHONE NUMBER:	519-820-8519, Cell: 519-820-8519
OWNER'S EMAIL ADDRESS:	<a href="mailto:steve@clarkbros.ca">steve@clarkbros.ca</a>

DEVELOPER'S NAME:	Teeswater Concrete Ltd. c/o Aaron Armstrong
DEVELOPER'S MAILING ADDRESS:	P.O. Box 24, Teeswater, ON, N0G 2S0
DEVELOPER'S PHONE NUMBER:	519-392-6776 CELL: 519-531-0201
DEVELOPER'S EMAIL ADDRESS:	<a href="mailto:aaron@teeswaterconcrete.com">aaron@teeswaterconcrete.com</a>

SITE PLAN AGREEMENT  
 CLARK BROTHERS CONTRACTING LTD.

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**SCHEDULE "A"**

**Approved Plan and Drawings**

DOCUMENT NUMBER	DOCUMENT NAME	REVISION NUMBER	REVISION DATE	PREPARED BY
1	Macaulay Street STA. 1+000 TO 1+160	1	04/04/2025	GEI Consultants
2	Macaulay Street STA. 1+160 TO 1+320	1	04/04/2025	GEI Consultants
3	Macaulay Street STA. 1+320 TO 1+480	1	04/04/2025	GEI Consultants
4	Macaulay Street STA. 1+480 TO 1+640	1	04/04/2025	GEI Consultants
5	Macaulay Street Notes & Details	1	04/04/2025	GEI Consultants
1	Existing Conditions Plan	5	04/04/2025	GEI Consultants
2	Site Plan	5	04/04/2025	GEI Consultants
3	Site Grading & Servicing Plan	5	04/04/2025	GEI Consultants
4	Sediment & Erosion Control Plan	5	04/04/2025	GEI Consultants
5	Notes and Details	5	04/04/2025	GEI Consultants
	Storm Water Management Report		February 2025	GEI Consultants
	Planning Justification Report		May 20, 2024	Ron Davidson Land Use Planning Consultants Inc.
	Preliminary Functional Servicing Report		May 2024	GM BluePlan Engineering
	Additional Approval Requirements Letter		June 6, 2024	GM BluePlan

**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's expense, including any SWM works, to ensure proper stormwater runoff quantity and quality control, including following the monitoring and cleaning of the Oil Grit Separator (OGS) structure as per manufacturer recommendations, grass swales, private fire hydrant, perimeter board fence, retaining wall, surface treatment of parking areas, line painting markings, signage, and landscaping.
2. Prior to the start of construction, the Owner shall:
  - a) Provide a financial contribution of \$6,000.00 (including HST), for the future asphalt entrance paving. Paving will happen when Macaulay Street is urbanized in the future (from future Macaulay ROW) with 50mm HL4 and 40mm HL3F.
  - b) Provide composite utility details for Township approval
3. Prior to the ready-mix concrete plant commencing operations the Owner shall provide confirmation to the Township that all necessary approvals are obtained beyond those required by the Township (i.e. Stormwater ECA, Air/Noise ECA, PTTW if applicable)
4. Once municipal services have been installed on Macaulay Street, the municipality may require the property to connect to municipal water/sanitary and storm sewer system. Cost of the service installation and connections will be at the expense of the Owner as part of a future municipal project.
5. If the ready-mix concrete plant is ever connected to the Arthur municipal water system, the well is to be abandoned in the presence of Township staff or their water well specialist.

SITE PLAN AGREEMENT  
CLARK BROTHERS CONTRACTING LTD.

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**Schedule "C"**  
**LIST OF THE CONSENT APPROVALS**

<b>CONSENT APPLICATION NUMBER</b>	<b>NOTICE OF INITIAL DECISION DATE</b>	<b>NOTICE OF NO APPEALS DATE</b>
B49-24	September 18, 2024	October 9, 2024



## TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council  
 DATE: 2025-05-05  
 MEETING TYPE: Open  
 SUBMITTED BY: Tammy Pringle, Development Clerk  
 REPORT #: DEV 2025-009  
 REPORT TITLE: Notice of Decision Received for Consent Application B3-25

### RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2025-009 regarding the Notice of Decision for Consent Application, received from the County of Wellington Planning and Land Division Committee:

- B3-25 Mary Ruth-Anne White and Kristopher Cottrell, Part Park Lot 4, n/s Domville St., Crown Survey with a civic address of 460 Domville Street, in the village of Arthur (Severance)

### PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- DEV 2025-005 Consent B3-25 Mary Ruth-Anne White and Kristopher Cottrell., (Mar. 10, 2025)
  - Resolution in Support: 2025-080

### 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

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

Council was in support of all this application and the required conditions have been added to the decision.

The last day to file an appeal to the Ontario Land Tribunal for this application is May 6, 2025.

## 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 2025-009 **APPENDIX A** Notice of Decision B3-25

DEV 2025-009 **APPENDIX B** B3-25 Severance Sketch No. 33779-24

Prepared by Jeffrey Buisman at Van Harten Surveyors - Engineers, dated January 29, 2025

## 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

# APPENDIX A - NOTICE OF DECISION B3-25

031

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

April 16, 2025

## EXPLANATION OF APPEAL PROCEDURES

DEAR SIR or MADAM:

Attached is a **Notice of Initial Decision on Application for Consent B3-25** pursuant to the provisions of the Ontario Planning Act.

Take notice that an appeal to the Ontario Land Tribunal in respect to this Consent file may be made by filing a notice of appeal with the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service/> by selecting **Wellington County** as the Approval Authority or by mail 74 Woolwich Street, Guelph, ON N1H 3T9, no later than 4:00 p.m. on the last date of appeal noted on signature page. The filing of an appeal after 4:00 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$400.00 (per Application) can be paid online through e-file or by certified cheque/money order to the **Minister of Finance, Province of Ontario**. If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at [www.olt.gov.on.ca](http://www.olt.gov.on.ca). If the e-file portal is down, you can submit your appeal to [landdivisioninfo@wellington.ca](mailto:landdivisioninfo@wellington.ca)

### **Who Can File An Appeal**

The applicant, the Minister, a specified person or any public body may, not later than 20 days after giving of notice under subsection (17) is completed, appeal the decision or any condition imposed by the Council or the Minister or appeal both the decision and any condition to the Tribunal by filing with the County of Wellington or the Minister a notice of appeal setting out the reasons for the appeal accompanied by the fee charged by the Tribunal.

If the Decision of the County of Wellington 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 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 Land Division Committee is available for inspection at the County of Wellington Administration Centre 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 – Mary Ruth-Anne White & Kristopher Cottrell      AGENT – Jeff Buisman      MUNICIPALITY – Wellington North  
COUNTY PLANNING DEPARTMENT      BELL CANADA  
GRAND RIVER CONSERVATION AUTHORITY      SOURCE WATER      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 B3-25**

**APPLICANT**

Mary Ruth-Anne White & Kristopher  
Cottrell  
460 Domville St.  
Arthur ON N0G 1A0

**LOCATION OF SUBJECT LANDS**

Township of Wellington North (Arthur Village)  
Part Park Lot 4  
n/s Domville St., Crown Survey

**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 Mary Ruth-Anne White & Kristopher Cottrell pursuant to Section 53 of the Planning Act, R. S. O. 1990 as amended for consent to convey land for an urban residential lot, being Part of Park Lot 4, N/S Domville St., Crown Survey, geographic Arthur Village, now Township of Wellington North, **PROVISIONAL CONSENT IS GRANTED SUBJECT TO THE FULFILMENT OF 13 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; 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 APRIL 17, 2027**

- 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 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 provides documentation that existing municipal and private service(s) location are within the retained parcel, with no encroachments to the lands to be severed. The existing water service, sanitary service and/or storm service to be located by utility locates including field line painting and electronic copy on private property be filed with the Infrastructure Services department, to the satisfaction of 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.
- 8 **THAT** if the existing municipal or private service(s) for the retained lands trespasses onto the severed lands, a new service shall be installed through the Service Connection Policy process to the retained lands and private pipe to be installed entirely on the retained lands at the expense of the Owner by obtaining a Service Connection Permit; 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 acknowledges that a Service Connection Permit will be required for the severed lot in conjunction with a building permit; 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** driveway access for both the severed and retained lands is to the satisfaction of the Township of Wellington North and prior to constructing a new entrance or modifying an existing entrance, the Owner must obtain an Entrance Permit; 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.
- 11 **THAT** the Owner obtain zoning approval on the severed portion of the property for a reduction in lot area proposed is 609m<sup>2</sup> whereas the by-law requires 1858m<sup>2</sup> and a reduction in lot frontage, proposed is 13m whereas the by-law requires 25.6m; 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.
- 12 **THAT** the Owner obtain zoning approval on the retained portion of the property for a reduction in lot area, proposed is 1251m<sup>2</sup> whereas the by-law requires 1858m<sup>2</sup>; 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.
- 13 **THAT** the Owner remove the shed on the severed portion of the property and the site left in a graded level condition to the satisfaction of 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.

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

NOTICE OF DECISION ON APPLICATION B 3-25, 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
 _____ Gregg Davidson	 _____ James Seeley
 _____ Chris White	

CONCURRED IN THE ABOVE DECISION TO GRANT PROVISIONAL CONSENT ON APRIL 10, 2025

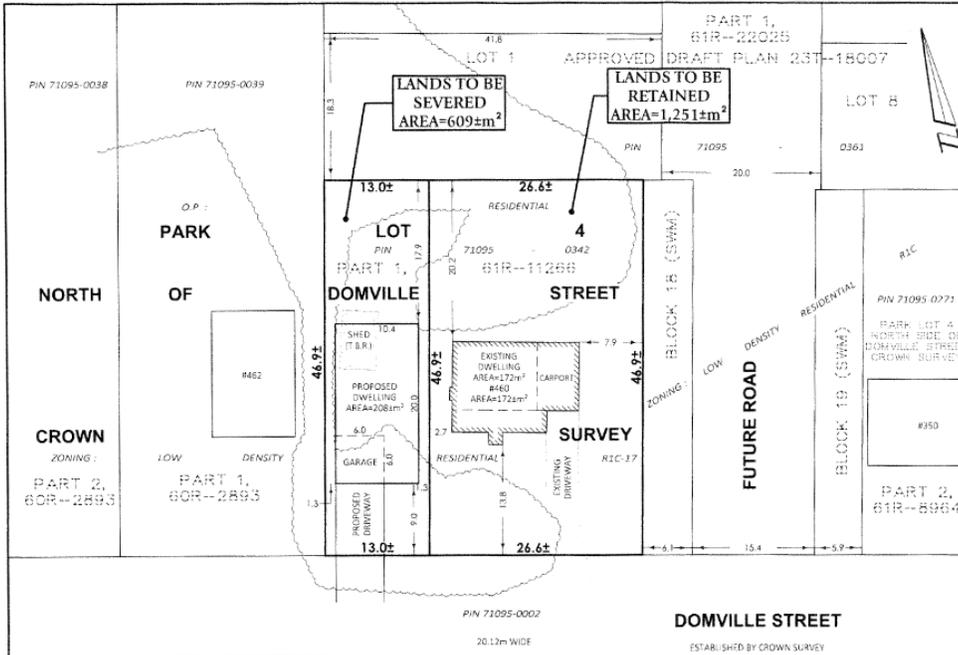
AN APPEAL TO THE ONTARIO LAND TRIBUNAL IN RESPECT OF THIS DECISION OR CONDITION(S) OF APPROVAL MUST BE FILED WITH THE SECRETARY-TREASURER OF THE PLANNING & LAND DIVISION COMMITTEE NO LATER THAN 4:00 p.m. ON

MAY 6, 2025

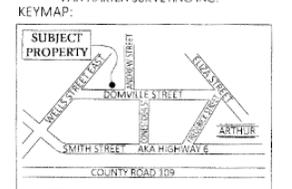
I certify that these pages are the decision of the County of Wellington Planning and Land Division Committee with respect to this application for consent.

DATED: APRIL 16, 2025 SIGNED: Deborah Turquet

# APPENDIX B - SEVERANCE SKETCH B3-25



**SEVERANCE SKETCH**  
**PART OF PARK LOT 4,**  
**NORTH SIDE OF DOMVILLE STREET**  
**CROWN SURVEY**  
 GEOGRAPHIC VILLAGE OF ARTHUR  
 TOWNSHIP OF WELLINGTON NORTH  
 COUNTY OF WELLINGTON  
 SCALE 1: 400



- NOTES:**
1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
  2. SUBJECT LANDS ARE ZONED LOW DENSITY RESIDENTIAL RIC-37.
  3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF RESIDENTIAL.
  4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
  5. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
  6. T.B.R. DENOTES TO BE REMOVED.

**SURVEYOR'S CERTIFICATE:**  
 THIS SKETCH WAS PREPARED  
 ON THE 29th DAY OF JANUARY, 2025  
*Jeff Buisman*  
**JEFFREY E. BUISMAN**  
 ONTARIO LAND SURVEYOR

**PROPOSED ZONING DESIGNATION: RESIDENTIAL RIC - SINGLE-DETACHED DWELLING**

SECTION 11.2 - REGULATIONS	REQUIRED	SEVERED PARCEL	RETAINED PARCEL (#460)
MINIMUM Lot Area	371.6m <sup>2</sup>	609m <sup>2</sup>	1,251m <sup>2</sup>
MINIMUM Lot Frontage	12.0m	13.0m	26.6m
MINIMUM Front Yard	6.0m	9.0m	13.8m
MINIMUM Side Yard	1.2m	1.9m	2.7m / 7.9m
MINIMUM Rear Yard	7.6m	17.9m	20.2m
MAXIMUM Lot Coverage	40%	34.2%	13.7%

**Van Harten**  
 LAND SURVEYORS - ENGINEERS

Kitchener/Waterloo: Ph: 519-742-8371  
 Guelph: Ph: 519-821-2763  
 Orangeville: Ph: 519-940-4110

www.vanharten.com info@vanharten.com

DRAWN BY: AN CHECKED BY: JB PROJECT No: 33779-24  
 Jan 29, 2025 10:31:31 AM  
 G:\ARTHUR\Crown\ACAD\SEV LOT 4 (58779 24 WHITE) UTM 2010.dwg  
 © 2025 THIS SKETCH IS PROTECTED BY COPYRIGHT



## TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-05-05

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-016

REPORT TITLE: Community Improvement Plan Arthur Barber Shop

### RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-016 on the Arthur Barber Shop Community Improvement Plan application;

AND THAT Council approve a Façade Improvement Grant in the amount of \$888.00 to Arthur Barber Shop for new Business Signage.

### 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, 173 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 88.1% has been covered by the applicants with the remaining 11.9% 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	35 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	11 applicants	\$26,080	\$26,080	\$67,963	\$94,043
2025 Totals	3 applicants	\$7,580	\$5,080	\$58,531	\$66,111
<b>Totals</b>	<b>173 applicants</b>	<b>\$504,153 (11.9%)</b>	<b>\$448,569</b>	<b>\$3,726,109 (88.1%)</b>	<b>\$4,230,263</b>

## 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.

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

## ANALYSIS

Arthur Barber Shop, located at 106 Charles St. E. in Arthur, is owned by Adam Tabal, a barber with over 28 years of experience. The Arthur location is Mr. Tabal's sixth establishment, reflecting his dedication to serving local communities and recognizing the need for a business catering to male haircuts.

The Arthur location features two chairs and two barbers, with plans to add a third chair soon. Specializing in haircuts for men and boys, the barbershop also offers services such as beard trims, ear and nose waxes, and facials. Mr. Tabal hopes these offerings will make the Arthur Barber Shop a preferred destination for residents.

This is Mr. Tabal's second location in Wellington County; he previously opened Timex Barbershop in Hillsburgh in 2024. He also plans to open another location in Mount Forest soon. Public reception has been very positive, with 17 walk-in customers served on the first day of opening. Mr. Tabal's goal for the Arthur location is that every customer leaves with a smile.

This project will involve removing old graphics from current signs and installing new business signage on the façade of the building

## CONSULTATION

Darren Jones, Chief Building Official  
Robyn Mulder, Economic Development Officer

## FINANCIAL CONSIDERATIONS

The applicant is eligible for a Façade Improvement Grant totalling 50% of the costs up to a maximum of \$2,500. The total cost of the signage upgrades is \$1,776 which means they are eligible for \$888.00.

\$35,000 in funding has been included in the 2025 operating budget to support Community Improvement Program applications. Year to date, including this application, council will have approved \$8,468.00 in grant funding for the 2025 program.

Staffing Implications – some administration

## ATTACHMENTS

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: 2025-05-05

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2025-003

REPORT TITLE: Phase 2 Financing Strategy – Arthur Wastewater Treatment Plant Upgrade

### RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-003 Phase 2 Financing Strategy – Arthur Wastewater Treatment Plant Upgrade;

AND THAT Council approve the blended financing approach comprising Reserve Contributions, Developer Upfront Contributions, and Debt Financing;

AND FURTHER THAT Council direct staff to finalize the developer agreement framework targeting upfront contributions of approximately \$2,025,000;

AND FURTHER THAT Council authorize staff to proceed with preparations for a debt issuance of at least \$4,725,000;

AND FURTHER THAT Council direct staff to continue to apply for funding opportunities by upper levels of government that can off-set the financial burden related to infrastructure for growth, including housing;

AND FURTHER THAT Council direct staff to review the workplan for Phase 2 of the Arthur Wastewater Treatment Plant and prepare to tender the project following the completion of the debt issuance;

AND FURTHER THAT Council lifts the suspension of sewage allocation in the village of Arthur and allocate all uncommitted wastewater reserve capacity in the amount of 396 Equivalent Residential Units (ERU's) and all future uncommitted wastewater reserve capacity to the lands identified in Schedule 'A' of this report which implements the recommendations of the Township's Growth Management Action Plan dated August 16, 2024, prepared by Watson & Associates Economists Ltd;

AND FURTHER THAT all sub-allocations within the area identified in Schedule 'A' of this report shall be undertaken in accordance with the Township's Sewage Allocation Policy;

AND FURTHER THAT the developers of the applicable lands identified in Schedule 'A' of this report be invited to participate in the financing strategy of future wastewater capacity. <sup>041</sup>

## PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- TR 2024-001 Financing Strategies for the Arthur Wastewater Treatment Plant – Phase 2 Upgrade
- Growth Management Action Plan – Final Report August 16, 2024
- TR 2023-012, 2024 Operating and Capital Budget
- OPS 2023-033 Arthur Wastewater Treatment Plant Expansion Phase 2
- OPS 2023-012 Report on Growth
- OPS 2021-012 Report to prioritize major Wellington North water and wastewater capital projects.
- OPS 2020-027 Report on the Arthur Wastewater Treatment Plant Phase 1 upgrade financial update.
- OPS 2020-027 Arthur Wastewater Treatment Plant Phase 1 Upgrade Financial Update
- CAO 2019-002 Arthur Wastewater Treatment Plant Upgrade – Construction Tender Award
- 2019 Capital Budget – Arthur WWTP Expansion Phase 1
- TR2018-017 Report to Council-Consulting Engineer Services for Phase 1 Construction AV WWTP
- CAO 2017-016 Report to Council-Engineer Consultant Design Proposal Review

## BACKGROUND

The Arthur Wastewater Treatment Plant Phase 2 Upgrade is a critical municipal infrastructure project designed to support ongoing growth, increasing wastewater treatment capacity from 1,860 m<sup>3</sup>/day to 2,300 m<sup>3</sup>/day, accommodating approximately 400 additional residential units. The estimated project cost is \$13.5 million. Given ongoing economic conditions and strategic financial considerations, this report provides a refined financing approach, emphasizing strategic utilization of reserves, targeted developer contributions, and prudent debt financing.

## ANALYSIS

A comprehensive review of available financing options has been completed to ensure the Arthur Wastewater Treatment Plant Phase 2 Upgrade is funded responsibly while balancing the needs of other future capital projects.

Considering the complexities associated with establishing a Municipal Service Corporation (MSC), including the necessary governance structure, administrative costs, and operational management requirements, the MSC option has been set aside at this time. While it remains a viable financing mechanism for future infrastructure projects, staff believe a simpler, timely, and straightforward financing plan is more appropriate for this particular project. Staff are recommending a blended funding strategy prioritizing the use of internal reserves, securing

upfront developer contributions, and responsibly utilizing debt financing for the remaining balance. This approach ensures that the preserves liquidity for future requirements and adheres to the principle that growth-related infrastructure costs should be equitably shared by the development community and future users.

The funding matrix below, staff are proposing that the Township internally fund exactly 50% of the \$13.5 million total project cost. 15% of the project (\$2,025,000) will be funded through sanitary working capital reserves, consistent with the last Development Charges study, which attributed this share of the project cost to existing users. An additional 35% (\$4,725,000) will come from the Development Charges reserves, comprising the \$3,645,000 initial Sanitary Development Charges reserve allocation previously approved by Council and an additional allocation of \$1,080,000 from remaining Sanitary Development Charges reserves. This strategy effectively balances the need to support immediate growth while preserving adequate reserves for upcoming critical growth-related infrastructure projects.

Recognizing the principle that growth should pay for growth, staff recommend setting a target of 15% (\$2,025,000) for upfront contributions from developers through negotiated agreements. This target is informed by successful precedents from other municipalities, such as the Town of Erin and Prince Edward County, where developers contributed significantly to major wastewater infrastructure upgrades, reducing reliance on Township borrowing and reserve depletion.

The balance of the funding, approximately 35% (\$4,725,000), will be financed through debt issuance. This debt is proposed to be structured similarly to the County of Wellington's recent successful issuance, targeting a 10-year term at an anticipated interest rate of approximately 3.523%. Based on these terms, the estimated annual debt servicing cost (principal and interest) is projected at \$571,725.

Staff also want to note that the Township's existing debt obligations are improving. The Township recently completed repayment of the 2004, 20-year \$3 million Mount Forest Wastewater Treatment Plant loan in August 2024, freeing up \$256,228.10 in annual debt servicing obligations. The remaining outstanding debt is the 10-year \$4.7 million loan for the Arthur Wastewater Treatment Plant Phase 1 Upgrade, with annual payments of approximately \$565,258.78, concluding in 2031.

Staff will continue to actively identify and pursue additional grant funding opportunities to further offset project costs and minimize reliance on debt financing. Recognizing the advantages of coordinated municipal borrowing, staff intend to collaborate closely with the County of Wellington to align the Township's proposed debt issuance for the Arthur Wastewater Treatment Plant Phase 2 Upgrade with the County's next anticipated issuance in early 2026. Coordinating borrowing through the County will secure favorable borrowing terms and reduce administrative costs associated with an independent debt issuance.

<b>Funding Source</b>	<b>Amount \$</b>	<b>Percentage %</b>
Sanitary Working Capital Reserves	\$2,025,000	15.0%

Sanitary Development Charges Reserves (initial allocation)	\$3,645,000	27.0%
Additional Sanitary Development Charges Reserves Allocation	\$1,080,000	8.0%
<b>Township Contributions</b>	<b>\$6,750,000</b>	<b>50.0%</b>
Developer Upfront Contributions	\$2,025,000	15.0%
Debt Issuance	\$4,725,000	35.0%
<b>TOTAL PROJECT COST</b>	<b>\$13,500,000</b>	<b>100%</b>

#### CONSULTATION

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

#### FINANCIAL CONSIDERATIONS

Capital: The Arthur Wastewater Treatment Plant Phase 2 Upgrade has an estimated total project cost of \$13.5 million, presented to Council as part of the 2024 Capital Projects Budget. The initial project costs related to the preparation of tender documents, tender drawings, and consulting engineering services for the tendering period were covered through an approved \$148,000 allocation by Council in 2023. An additional \$3.65 million in own source reserve funding was approved by Council in 2024, leaving a remaining financing gap of approximately \$9.86 million.

#### ATTACHMENTS

Schedule 'A' – Lands identified for development by the Township's Growth Management Action Plan dated August 16, 2024. Prepared by Watson & Associates Economists Ltd.

#### STRATEGIC PLAN 2024

- Shape and support sustainable growth
  - How: The financing and successful completion of the Arthur Wastewater Treatment Plant, Phase 2 Upgrade will significantly shape and support sustainable growth in the Township of Wellington North by enhancing essential infrastructure, enabling the community to meet current demands and future development needs effectively.
- 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 ☒

# Land Use

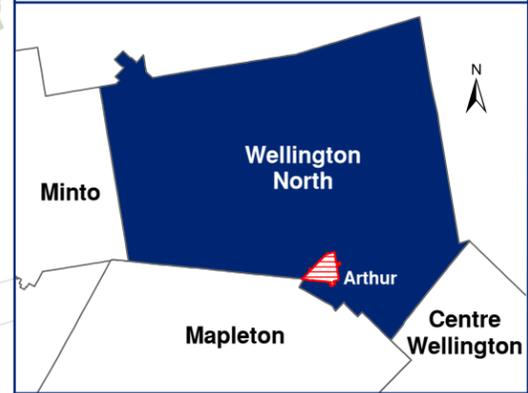
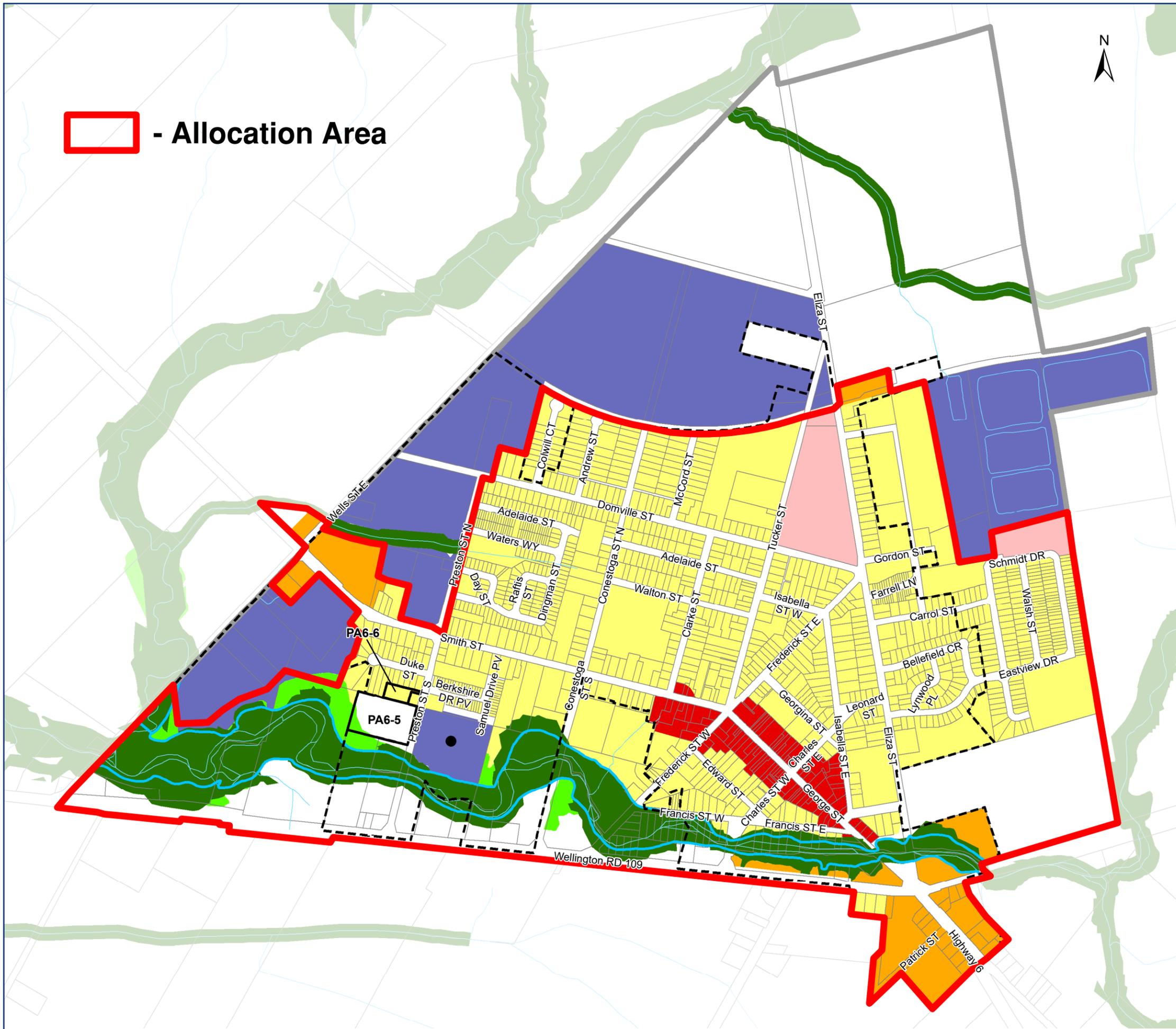
## ARTHUR

### WELLINGTON NORTH

#### Legend

- Residential
- Central Business District
- Residential Transition Area
- Highway Commercial
- Industrial
- Recreational
- Future Development
- PA Policy Area
- Core Greenlands
- Greenlands
- Regulatory Floodline
- Built Boundary
- Urban Centre Boundary
- Waste Water Facility
- Waterbody
- Watercourse

- Allocation Area



Produced by: County of Wellington Planning & Development Department  
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Sources:  
 County of Wellington 2024,  
 Ministry of Natural Resources and Forestry,  
 Grand River Conservation Authority,  
 Teranet 2002,  
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Last Revised: July 2024





## TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-04-02

MEETING TYPE: Open

SUBMITTED BY: Chris Harrow, Fire Chief/Director Fire Services

REPORT #: FIRE 2025-003

REPORT TITLE: Fire Services Wage Policy

### RECOMMENDED MOTION

THAT the Council of the Township of Wellington North hereby receives report FIRE 2025-003 Fire Services Wage Policy;

AND THAT Council adopts the wage policy and directs staff to implement it as of May 1, 2025.

### PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

### BACKGROUND

The joint Fire Services Management Team has been working with the 3 Fire Services (Mapleton, Minto and Wellington North) to standardize wages between the three (3) services, so all personnel are paid equally. The Management team has completed a wage study, looking at various fire departments both from within Wellington County as well as in neighbouring jurisdictions. This policy is a result of that.

### ANALYSIS

While Wellington North and Minto were being paid the exact same way, Mapleton's system was significantly different. Mapleton has historically used a points system to complete their payroll. After discussion with the firefighters of Mapleton, it was decided to change the system to the hourly system to match the other two departments.

Staff then looked at taking an hourly average between the three as well as the other departments surveyed. Surrounding departments were slightly different in their payroll policy

but we endeavoured to find an average so our firefighters would be in the same position as other departments. This policy is the result of it.

The final version of the policy is very similar to the one currently being utilized by Wellington North. The main difference is the hourly rate has increased to \$23/hr from \$21.40. Other minor changes are a stipend for the health and safety committee and adding in the new recruits to the policy. All other items in the policy remain the same.

## CONSULTATION

Some consultations have begun with the firefighters, specifically the Mapleton Firefighters. This represents a big change for their structure and would pay them in a totally different method. Staff have also spoke to may neighbouring fire departments to see how they are paid. Most are paid on the staggered wage rate with no stipends system.

## FINANCIAL CONSIDERATIONS

### Operating Budget

The increase in wages would require an increase in the wage budget for the firefighters because of the per hour increase.

Factors that influence the firefighter wages are number of calls and the duration the calls last. Once the first half of the year is completed in June, staff will have a better idea of where the wage budget is tracking to end up. A report will be brought back to Council to review the budget for the second half of the year for firefighter wages.

## ATTACHMENTS

Attachment A Fire Department Wage Policy

## STRATEGIC PLAN 2024

- Shape and support sustainable growth  
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity  
How: Ensuring our firefighters are paid similarly to those surrounding us so they can know we support them and are ensuring they are compensated appropriately
- Enhance information sharing and participation in decision-making  
How:

N/A Core-Service

048

Approved by: Brooke Lambert, Chief Administrative Officer

## FIRE SERVICES 2025 WAGE POLICY

INCIDENT PAY	MAPLETON, WN & MINTO \$23.00/hour \$46.00 for first hour \$23.00 every hour after first *2 hour minimum pay for each incident *After 1 hour, another hour pay is added (call lasting 1 ½ hours would be 3 hours pay)
Training Session	\$23.00/hour for duration of training session
Weekend Truck Checks	\$23.00/hour for duration of truck checks
District Chief Stipend	\$8500, includes all meetings and duties
Captain Stipend	\$2500, includes all meetings and duties
Training Officers	\$2000 includes all meetings
Public Education Officers	\$1000 includes all meetings and duties
Auxiliaries (Recruits)	\$23.00/hour for all hours spent in recruit training Same rate as firefighters for in-house training Same rate for incidents as firefighters once allowed to come to incidents
Health and Safety Fire Rep	\$500 stipend per year including all meetings and inspections
Weekend Standby Pay	\$85.00 per day
Out of Department Meetings	\$23.00 per hour
Training Courses	\$23.00 per hour Courses are paid at listed duration of Fire College course (eg. Pump Ops is 40 hours plus 10 hours for pre course material)
Vacation Pay	All Firefighters will get 4% or 6% vacation pay depending on their years of service or municipal policy
Yearly Wage Rate Increase	Every January 1 <sup>st</sup> , the wage rate would go up by the COLA in September of the previous year, if approved by Council.

\*Each department will be paid twice per year, at the beginning of June and December.



## TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-05-05

MEETING TYPE: Open

SUBMITTED BY: Brooke Lambert, Chief Administrative Officer

REPORT #: CAO 2025-007

REPORT TITLE: Community Flag and Signage Review

### RECOMMENDED MOTION

THAT Township of Wellington North Council receive Report CAO 2025-007, regarding the Township's Community Signage Review;

AND THAT Council directs staff to develop a comprehensive Community Flag and Signage Policy to guide use and practice related to Township signage assets;

AND FURTHER THAT Council receives the draft Standard Operating Procedure (SOP) related to the Half-masting of Township Flagpoles for information;

AND FURTHER THAT Council approves the boundaries for Township and BIA related banner installations in the core areas of Mount Forest and Arthur.

AND FURTHER THAT Council approves the proposed schedule for banner installation/removal up to a maximum of four transitions per core area;

AND FURTHER THAT Council approves the proposed banner installation plan as proposed by the BIA of Arthur for the 2025 and 2026 period.

AND FURTHER THAT Council approves the proposed banner installation plan as proposed by the BIA of Mount Forest for the 2025 and 2026 period.

AND FURTHER THAT Council approves the proposed Township banner installation plan for 2025 and 2026 in Arthur and Mount Forest as outlined in this report;

AND FURTHER THAT Council receives the draft Standard Operating Procedure (SOP) related to Community Banners for information;

AND FURTHER THAT Council direct staff to review other Township signage assets and develop further SOPs as appropriate.

## PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CAO 2024-010 Strategic Plan Update (Mid-year Review)

## BACKGROUND

Community and Township signage is an important yet often underutilized asset that can enhance or detract from a community's image. It can be used as a key branding tool or can communicate messages about who the community is and what they value.

There are many different community signage assets, but the most common are signs at the entry/exit of a location, wayfinding signage, signage on municipal buildings, flags and banners on municipal infrastructure (poles, light standards).

With the strategic plan and growth management action plan both identifying an opportunity to create a more unified voice for the community of Wellington North, staff have been reviewing opportunities to clarify and define where an enhanced presence or consistent approach in signage could be beneficial.

To that end, staff have initiated a review of the practices related to Township flagpoles as well as opportunities for banner installations in the core areas of both Arthur and Mount Forest. This report outlines the findings from this review along with the recommendations for Council's consideration.

## ANALYSIS

### **Half-masting Township Flagpoles**

Township flagpoles are an opportunity to celebrate our community as a nation, province and township. They also provide an opportunity to share messages of collective mourning or a mark of respect when appropriate. In an effort to provide a consistent approach to the half-masting of the Township's flagpoles, a standard operating procedure (SOP) has been developed. See Attachment 1.

This SOP has been developed to reflect the same standards in effect/ protocols by the Province of Ontario and the federal government, with the intent that it be updated as required if these protocols change over time. It will apply to all Township managed flagpoles:

It should be noted that this does not preclude the County of Wellington from having their own protocols for those flagpoles on County property located within Wellington North.

### **Core Area Banners**

Banners installed on light standards and hydro poles are a popular approach to both communication and beautification in key areas of the community – often core areas. Following the adoption of the Strategic Plan and direction from Council (CAO 2024-010) staff began reviewing opportunities to highlight the goals of the strategic plan within the core areas of both Mount Forest and Arthur. Given the active interest of both BIAs related to the banners they have historically placed within the core areas, this discussion expanded to how a more defined framework could be developed around banners (in terms of installation, locations, approval, design, costs).

Staff initiated discussions with both BIAs in the summer/fall of 2024 and have continued those discussions into 2025. The key outcomes of those discussions are reflected in the draft SOP for banners and includes a proposed installation schedule, asset mapping, draft request form and approval process. The intent of this SOP is to allow for a consistent framework that provides opportunity for the Township to communicate key messages while still allowing the individual BIAs to highlight their own unique identities and BIA related messaging.

### **Banner Boundaries**

Clearly delineating the boundaries of the infrastructure needed for banner installation, including what poles might be used by the Township and the associated BIAs was an important step. Staff worked with the BIAs to identify approximately 20 poles within the BIA boundaries that could be “reserved” for BIA used over the course of each Council term. In addition, approximately 16 further poles were identified that the Township intends to use for broader community messaging. This allows a balance of both specific BIA messaging as well as broader Township messaging. It will also allow an opportunity for some consistent messaging in both Arthur and Mount Forest – further building on the recommendations of the Strategic Plan and the Growth Management Action Plan. See Attachment 2.

### **Banner Installation Schedule**

These discussions also provided an opportunity to clarify expectations, roles and responsibilities around the banner installation, including who is involved and the frequency and timing of when this would occur.

Currently, staff and equipment from both the Township of Wellington North and Wellington North Power assist in the installation of community banners. There is no set schedule or framework around how many times banners may be changed. Based on preliminary estimates of staff time and equipment costs, changing the banners 4 times per year in both core areas results in an expense of approximately \$9696.00.

Staff asked the BIAs to develop a schedule that could be used in both core areas and the following was proposed:

1	End of March (2 Weeks)	Remove Winter Decorations, install first set of banners
2	Weekend prior to Victoria Day (May)	Remove first set – install second set (if applicable)
3	End of October (2 weeks)	Remove second set (if applicable) and install Remembrance Day banners
4	Third week of November	Remove Remembrance Day banners and install Winter Decorations

Township banners will also be installed based on this schedule in order to minimize the amount of staff time and equipment use.

### **Proposed BIA Banner Plans**

In the past the BIAs have developed plans to create, display and pay-for banners related to their objectives of promoting each unique BIA area in Arthur and Mount Forest. While related expenditures have been approved by Council as part of the annual BIA workplans, Township staff and Council have not been involved in the design or content of the banners.

The BIAs are interested in continuing to participate in the design and image of their respective areas. In order to streamline the approval process related to banners in the BIA, it is proposed that a 4-year plan be developed (aligned with the term of Council) that outlines the banners they would like to display and how they will be funded. Given the term of Council will end in the Fall of 2026, it is proposed that the proposed banner plans be reviewed at this time and approved for 2025 and 2026.

### **Arthur BIA Banner Plan**

The Arthur BIA is proposing that the banners displayed within their “reserved” location include the Icons of Arthur and Pride banners (concurrently) from installation period 1 – 2, with the Remembrance Day banners (Legion Sponsored) going up at the end of October. Please see Attachment 3.

1	End of March (2 Weeks)	Remove Winter Decorations, install Icon and Pride banners
2	Weekend prior to Victoria Day (May)	Icon and Pride banners
3	End of October (2 weeks)	Remove Icon and Pride banners and install Remembrance Day banners
4	Third week of November	Remove Remembrance Day banners and install Winter Decorations

### **Mount Forest BIA Banner Plan**

The Mount Forest BIA is proposing that the banners displayed within their “reserved” location include the Mount Forest community banners from installation period 1 – 2, with the Remembrance Day banners (Legion Sponsored) going up at the end of October. Please see Attachment 4.

1	End of March (2 Weeks)	Remove Winter Decorations, install Mount Forest Community banners
2	Weekend prior to Victoria Day (May)	Mount Forest Community banners
3	End of October (2 weeks)	Remove Mount Forest Community banners and install Remembrance Day banners
4	Third week of November	Remove Remembrance Day banners and install Winter Decorations

It should be noted that this plan does not address the metal banners in Mount Forest that were installed permanently following the reconstruction of Main St. It is recommended that more discussion on the status of these banners take place given there is indication that the hardware supporting these banners is reaching end of life.

### **Proposed Township Banner Plans**

Township staff are proposing the following Banner Plan for the 2025/2026 period on the poles “reserved” for Township messaging in Arthur and Mount Forest, as outlined above.

Installation period 1 and 2 – Township Strategic Plan banner (design yet to be confirmed). In honour of Remembrance Day, township poles will also be made available for installation period 3. Further, for period 4, winter decorations can be installed as appropriate.

In celebration of the Arthur 150 celebration, several “Happy Canada Day” banners were purchased. At this time, staff are recommending that some of these banners be placed on the Township poles at the entrance and exit of each core (both Arthur and Mount Forest) area during the month of July.

It should be noted that the timing of the strategic plan banners will be contingent upon the final design and time to print. As a result, it may be later in the season that they are installed. Further, staff will take this opportunity to begin a standardization of banner size and hardware, developing an incremental implementation plan for replacement as appropriate.

Staff intend to continue developing the draft Community Banner SOP which will standardize the process related to these assets. See Attachment 5.

Consultation with the CAO, Strategic Plan Implementation Committee, Recreation, Transportation Services, Community and Economic Development Department and the BIAs of Arthur and Mount Forest.

## FINANCIAL CONSIDERATIONS

Currently, the Township and WNP Inc. are providing an “in-kind” contribution of approximately \$9696.00 to complete the installation of banners on an annual basis (assuming 4 transitions throughout the season). Staff are recommending additional township banners be installed at the entry and exits of the core area thus it is anticipated that the cost of staff time will increase. At this time only 2 transitions are proposed, estimated at approx. \$5000 (to be accommodated within the existing approved operating budget).

It is anticipated that the budget for the Strategic Plan banners can be covered in the approved 2025 operating budget.

## ATTACHMENTS

Attachment 1 – Half-masting Township Flags SOP

Attachment 2 – Core Area Banner Mapping

Attachment 3 – Proposed Arthur BIA Banner Plan

Attachment 4 – Proposed Mount Forest BIA Banner Plan

Attachment 5 – Draft Community Banner SOP

## STRATEGIC PLAN 2024

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

Approved by: Brooke Lambert, Chief Administrative Officer

## Attachment 1 – Half-masting Township Flags SOP

### HALF-MASTING STANDARD OPERATING PROCEDURE

Department: All Departments  
 SOP Number: 000-2024  
 Effective Date: XXXX, 2024  
 Approved by:  
 Review Period:

#### **Purpose:**

To provide consistent direction to Township staff on when to lower flags to half-mast, to ensure consistency and respect to convey the significance of the occasion being observed. Flags may be lowered to half-mast as a mark of respect or mourning.

#### **Scope:**

All flags that are on municipally owned and operated land are included within this procedure.

#### **Responsibilities:**

Management at each facility where a flagpole is located will ensure that flag(s) are lowered to half-mast on the annual days outlined in this procedure. Flags will be raised after the observance of these dates.

Additionally, when management receives notification from the Township CAO, flags are to be lowered to half-mast in accordance with that request. Examples include, but are not limited to, the passing of previous and/or current staff or Council members, and prominent community members.

#### **References:**

In Ontario, there are [protocols](#) that govern how flags are displayed and when to lower to half-mast.

As a municipality the display of flags should be, as we stand facing the flags, Ontario (LEFT), Canada (CENTRE), and Wellington North (RIGHT).

There is a standard practice for half-masting in Ontario, these are based on federally established protocols and followed by provinces and territories.

Flags at Provincial government buildings will be a half-mast on commemorative anniversary dates legislated by the province and upon the death of:

- the sovereign
- the sovereign's spouse, the heir to the throne or the heir of the heir to the throne
- the governor general of Canada, a former governor general
- the lieutenant governor of Ontario, a former lieutenant governor of Ontario
- the premier of Ontario, a former premier of Ontario

- the prime minister, a former prime minister
- any other person whom it is desired to honour

Flags at all Ontario government buildings within ridings or community residence will be flown at half-mast upon the death of:

- a current member of the provincial parliament of Ontario
- a current privy councillor, senator or a member of the House of Commons from the Province of Ontario

In addition, regional facilities may half-mast flags for lives lost at work, or other tragic events. They may also be lowered from sunrise to sunset on the day of a funeral.

### **Procedure:**

Annual Half-Masting Days:

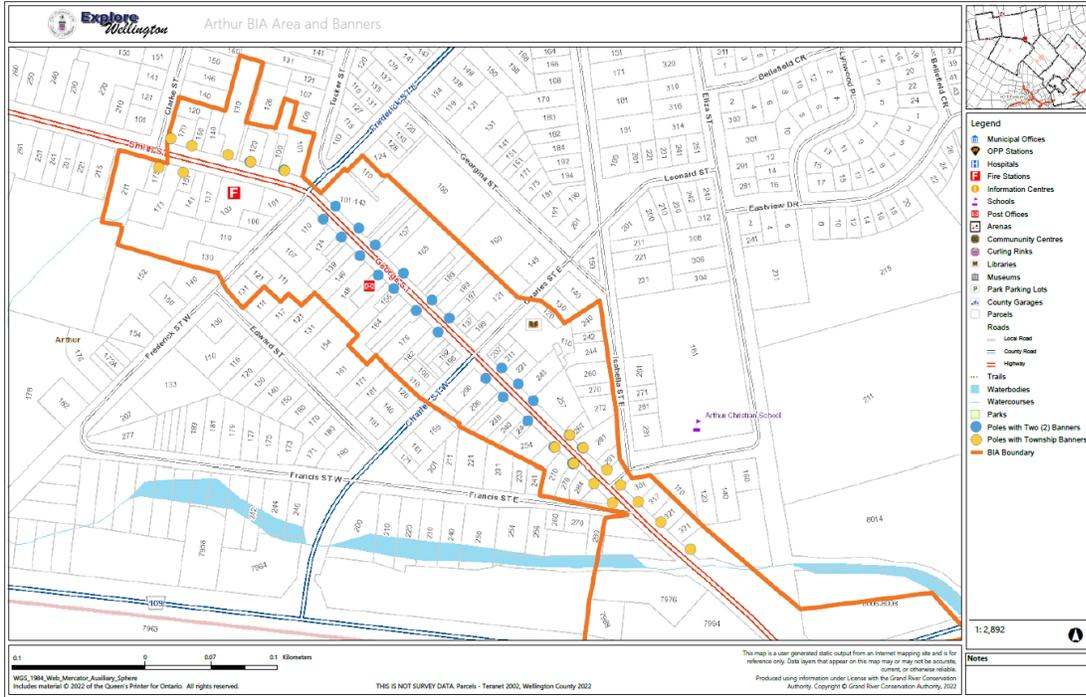
- **April 28:** National Day of Mourning for Persons Killed or Injured in the Workplace.
- **June 23:** National Day of Remembrance for Victims of Terrorism.
- **The second Sunday in September:** Firefighters' National Memorial Day
- **The last Sunday in September:** National Peace and Police Officers Memorial Day
- **November 11:** Remembrance Day
- **December 6:** National Day of Remembrance and Action on Violence Against Women

On annual half-masting days, flags are to be lowered to half-mast from sunrise to sunset.

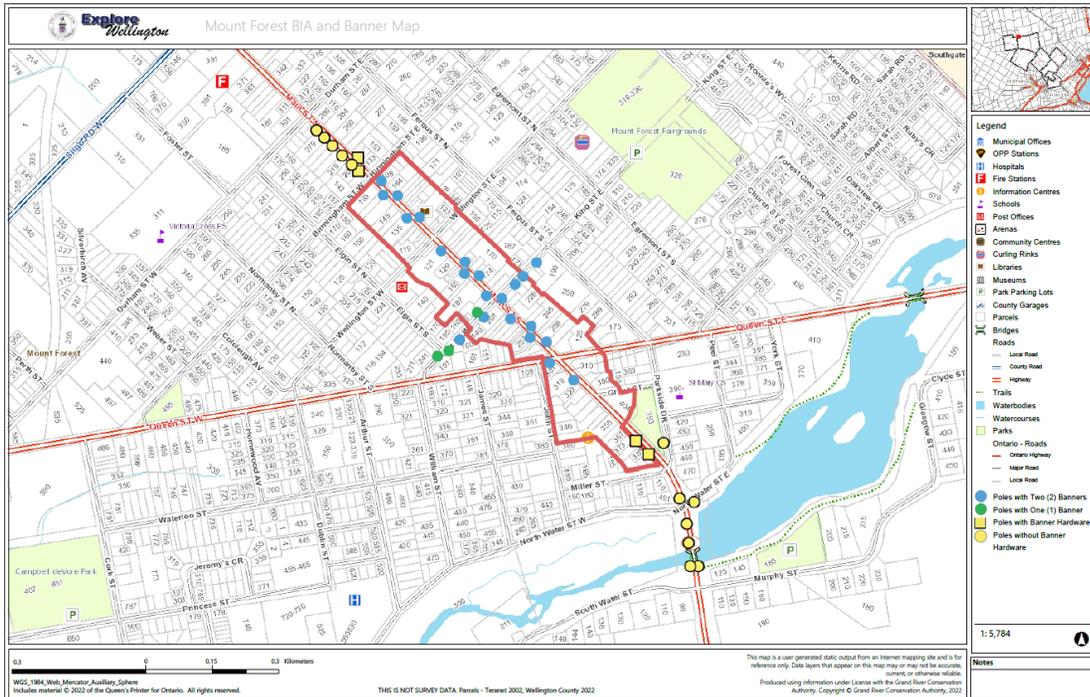
For other observances, the Township CAO will send out a memo notifying managers of when flags should be lowered to half-mast and when they are to rise again.

# Attachment 2 – Core Area Banner Mapping

## Arthur Map



## Mount Forest Map



## Attachment 3 – Proposed Arthur BIA Banner Plan

### ARTHUR

#### Schedule for Arthur (maximum of four installations per year)

1. End of March (2-weeks), Winter Street Light Decorations down, Icons of Arthur and Pride banners go up
2. Weekend prior to Victoria Day (May) (NO BANNER CURRENTLY)
3. End of October (2-weeks), Icons of Arthur and Pride banners down, Remembrance Banners go up
4. 3<sup>rd</sup> week of November, Remembrance banners down, Winter Street Light Decorations go up

The size of the banners in Arthur needs to remain 24" x 60"

There is the option to display approximately 38 banners on 19 poles. Most poles have the capacity to display two banners, with the higher banner on the roadway and a lower banner over the sidewalk.

The Arthur BIA currently has the following banners and decorations:

- **Winter Street Light Decorations** (BIA)
- **Icons of Arthur** (BIA)
- **Pride** (BIA)
- **Remembrance Day** (Legion owned)

**Icons of Arthur** – Installed end of March and will remain up until October when the Remembrance Day banners are installed (1 per pole).

The Icons of Arthur banners showcase local Arthur icons and iconic groups. These banners include a wrap and a QR code at the lower part of the pole for additional information about the individual or group showcased above. The Arthur BIA will continue to add more icon banners.

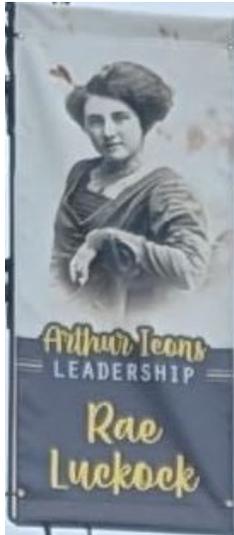
**Pride** – Installed end of March and will remain up until October when the Remembrance Day banners are installed (1 per pole).

Each pole will display one Pride banner and one Icons of Arthur banner.

**Remembrance Day** – Installed in October, replacing the Pride and Icons of Arthur banners (2 per pole).

These banners will remain up until the 3<sup>rd</sup> week in November when the winter streetlights are installed.

The Remembrance Day Memorial Banners are supplied by the Royal Canadian Legion Branch 226, to pay tribute to Veterans who came from the Arthur community.



Icons of Arthur



Pride



Remembrance Day

#### Background:

The Icon and Pride banners support the BIA's mandate of enlivening Arthur's downtown. This set of banners communicates that Arthur is a historically rich community that is also grounded in the present by recognizing the strength of inclusion and looks to a future that ties both together. The Icon banners have an interactive component that encourages people to spend time in the downtown area. Through the use of multimedia, these banners are a great asset for BIA to build other activity and communication opportunities around. The pride banners are a statement that all are welcome to experience what our businesses and downtown have to offer and that Arthur is a place that will continue to grow and prosper through the contributions and talents of the whole community. Care was taken in the design of this banner set to convey the Icon information in an aesthetic compatible to other Arthur branding and set the colours of the downtown off attractively. Beyond the symbolism of the Pride flag, its bright colours are beautiful and cheerful in the Spring and Summer seasons.

## Attachment 4 – Proposed Mount Forest BIA Banner Plan

### MOUNT FOREST:

#### Schedule for Mount Forest (maximum of four installations per year)

1. End of March (2-weeks), Winter Street Light Decorations down, Mount Forest banners go up
2. Weekend prior to Victoria Day (May) (NO BANNER CURRENTLY)
3. End of October (2-weeks), Mount Forest banners down, Remembrance Banners go up
4. 3<sup>rd</sup> week of November, Remembrance banners down, Winter Street Light Decorations go up

The size of banners should remain at 24" x 55"

There is the option to display approximately 47 banners in Mount Forest. Most poles have the capacity to display two banners; 22 poles support 2 banners, and 3 poles support on banner.

The Mount Forest BIA currently has the following banners and decorations:

- **Winter Street Light Decorations**
- **Mount Forest**
- **Remembrance Day**

**Mount Forest** - Installed end of March and will remain up until October when the Remembrance Day banners are installed (2 per pole).

**Remembrance Day** – Installed in October, replacing the Mount Forest banners. (2 per pole).

Memorial Banners supplied by the Royal Canadian Legion Branch 134 to pay tribute to Veterans who came from the Mount Forest community.

These banners will remain up until the 3<sup>rd</sup> week in November when the Winter Street Light Decorations are installed.



Mount Forest



Remembrance Day

#### Background:

The Mount Forest banners were designed to highlight the downtown core, featuring an image of the area including the water tower. The design incorporates elements from both the old and new entrance signs, maintaining a neutral tone to avoid any negative comments. The goal is to bring the community together by representing Mount Forest in a way that is neutral in color and design, ensuring it does not favor any specific organization, group, business, or special interest. They also highlight the “High, Healthy, Happy” messaging.

## Attachment 5 – Draft Community Banner SOP

### Community Banner Standard Operating Procedure

Department: All Departments  
 SOP Number: 000-2025  
 Effective Date: January 1, 2025  
 Approved by:  
 Review Period:

#### **Purpose:**

To establish clear guidelines for the etiquette of community banners and to recognize the importance of a coordinated approach while keeping each downtown’s own uniqueness. It is anticipated that the banner schedule and content will be reviewed and agreed upon once per term of Council.

#### **Scope:**

The scope of this Standard Operating Procedure (SOP) applies to all banners flown in the downtown core and/or BIA designated areas of Arthur and Mount Forest in the Township of Wellington North. This SOP is for the current term of Council 2022 – 2026. Township reserves the right to use any hydro poles to install and display banners. The attached maps outline the proposed Banner and Pole Locations. In addition, the Banner Installation Schedule and Request Form are also attached. Each BIA to utilize approximately 20 hydro poles with the township to use all others (north and south) for township purposes.

#### **Contents:**

Definitions .....	1
General .....	2
General Banner Protocol .....	2
Criteria .....	4
SOP Review .....	5
Appendix A Banner Installation Schedule .....	6
Appendix B Banner Request Form .....	7
Appendix C Map of Arthur Banner and Pole locations .....	8
Appendix D Map of Mount Forest Banner and Pole locations .....	9

#### **Definitions:**

**“Banner”** A banner is a temporary sign or flag that is displayed on poles, across or above a street or public way. Banners can be used to promote events, businesses, or to celebrate a community.

**“Banner Arm”** Banner Arm or Bracket. One or two-piece bracket system is used to hang flags or banners. Banner arms make taking banners down and changing banners out easier.

**“BIA”** shall mean the downtown Business Improvement Area. The role of the BIA is to oversee the improvement, beautification and maintenance of municipally owned land, buildings and structures within the BIA boundary, beyond what is provided at the expense of the municipality, and to promote the area as a business or shopping area.

**“CAO”** shall mean the Chief Administrative Officer

**“Council”** means the municipal council for The Corporation of the Township of Wellington North.

**“Downtown Core”** Places that are in or towards the center of a town or city, where the shops and places of business are.

**“Poles – BIA and Township”** shall mean designated poles specifically for use by the BIA and Township. Hydro poles are owned by the township and the township reserves the right to use any poles. For the purpose of the SOP, Appendix C and Appendix D outline the proposed use for each entity.

**“Societal Issues”** shall mean a social issue, state of affairs that affects the personal or social lives of individuals or the well-being of communities or larger groups. It can be characterized by a lack of consensus regarding its nature (systemic or otherwise), causes, impacts and solutions and/or action.

**“Township”** or **“Municipality”**, means The Corporation of the Township of Wellington North and includes its entire geographic area;

**General:**

This SOP shall be administered by the Clerk’s Department of the Township. This SOP shall be referred to as the “Community Signage Standard Operating Procedure”.

**General Banner Approval Protocol:**

Banners automatically approved to be installed in downtown core and/or BIA designated areas of both Arthur and Mount Forest are:

- I. Canada Day - the “National Flag of Canada”
- II. Remembrance Day
- III. Township messaging

BIAs will provide a four-year banner proposal as part of their workplan at the beginning of each term of Council. This proposal will outline the following:

- Banner concepts, ideas & rationale
- How the banners support the BIA mandate
- Consultation with BIA stakeholders
- Consultation with Township Staff

- Implementation considerations
- Financial considerations

Township Banners will be approved by Council as appropriate.

**Banner Installation Schedule:**

In general, the Township and its partners will adhere to the following schedule for banner installations.

1	End of March (2 Weeks)	Remove Winter Decorations, install first set of banners
2	Weekend prior to Victoria Day (May)	Remove first set – install second set (if applicable)
3	End of October (2 weeks)	Remove second set (if applicable) and install Remembrance Day banners
4	Third week of November	Remove Remembrance Day banners and install Winter Decorations

Township banners will also be installed based on this schedule in order to minimize the amount of staff time and equipment use.

**Other Banner Requests:**

Requests for additional banners will need specific approval from Council to be installed in downtown core and/or BIA designated areas of Arthur and Mount Forest. Community organization or event banners may be considered except for the following:

- I. Political parties/organizations, election campaigns
- II. Public demonstrations or rallies;
- III. Promotion of private/profit-making business;
- IV. Religious organizations as it relates to celebrations, events or holidays;
- V. Any event contrary to the Township's policies, procedures and by-laws;
- VI. Events or organizations not directly aligned with connection to the Township/County services and/or strategic goals;
- VII. National, Independence or Republic Days;
- VIII. Illegal matters, including matters contrary to corporate policies or by-laws;
- IX. Discriminatory or inflammatory matters;
- X. Matters intended to incite hatred or disorder.

Community organizations can apply to install additional banners on poles with Township banners only as identified in Appendix C and D. Requests for additional banners from community organizations must follow the following written request process.

BIA's can apply to install additional banners other than what is identified in Appendix A, on poles identified for BIA use, see Appendix C and D. Requests for additional banners from BIA's must follow the following written request process.

BIA and Community organization requests may be considered for approval by the CAO (or designate). BIA's or organizations not in agreement with the decision of the CAO may take the matter to the Township Council for consideration. The decision of the Council is final.

Written requests from all organizations must include the following:

- a. Submitted Banner Request Form, see Appendix B
- b. Name/rationale of the banners to be installed
- c. Proposed date and duration of banners to be flown, see Appendix A
- d. Image of the banners to be installed
- e. Contact information for the organization requesting it

If approved by the CAO, the Clerk's office will notify the organization, Transportation Services, Wellington North Power and Recreation, Community and Economic Development staff and provide all details including the location of where the banners will be flown and duration of how long they will be flown for.

**Criteria:**

The Township will consider all banner requests that promote:

- I. Charitable fundraising campaigns organized by registered service clubs, not-for-profits, and/or charitable organizations
- II. Arts and cultural celebrations
- III. Significant events
- IV. Achievements of individuals and organizations

The Township reserves the right to deny requests involving, but not limited to:

- I. Political parties, societal issues, or movements
- II. Organizations, events, and/or private activities with no direct relationship to the community or the Township of Wellington North
- III. Celebrations, campaigns, or events contrary to Township plans, policies, or by-laws
- IV. Matters attempting to influence government policies
- V. Supporting discrimination, hatred, violence, or prejudice
- VI. Attempting to defame the integrity of the Township, Ontario, Canada, or Sovereign.

**Financial/ Maintenance Responsibilities:**

All installed banners shall be maintained in good condition and repaired or replaced at any sign of damage or major discoloration.

BIA banners will be paid for and maintained at the BIA's own expense.

Banner arms will be paid for and maintained by the Township.

Township banners will be paid for and maintained by the Township.

**SOP Review:**

The Clerk is responsible for ensuring this SOP is reviewed once every term of council or as needed. If the Township amends this SOP, it will provide an amended copy of the SOP to all Wellington North Council and staff within 30 days of the changes being made.

Naming Convention is:

**SOP\_000-2025\_SOP Community Signage**

File here:

[SOP](#)

(P Drive: A12 Records Management > Electronic Records > A09 Policies Procedures  
SOPs UPLOADED TO FILE HOLD > SOP)



COUNTY OF WELLINGTON

KIM COURTS  
DEPUTY CLERK  
T 519.837.2600 x 2930  
F 519.837.1909  
E kimc@wellington.ca

74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

April 24, 2025

Wellington County  
Member Municipality Clerks

Amanda Knight, Township of Guelph/Eramosa  
Nina Lecic, Town of Erin  
Kerri O'Kane, Township of Centre Wellington  
Larry Wheeler, Township of Mapleton  
Annilene McRobb, Town of Minto  
Karren Wallace, Township of Wellington North  
Justine Brotherston, Township of Puslinch

**Sent via email:**

[aknight@get.on.ca](mailto:aknight@get.on.ca)  
[nina.lecic@erin.ca](mailto:nina.lecic@erin.ca)  
[kokane@centrewellington.ca](mailto:kokane@centrewellington.ca)  
[LWheeler@mapleton.ca](mailto:LWheeler@mapleton.ca)  
[annilene@town.minto.on.ca](mailto:annilene@town.minto.on.ca)  
[kwallace@wellington-north.com](mailto:kwallace@wellington-north.com)  
[jbrotherston@puslinch.ca](mailto:jbrotherston@puslinch.ca)

Good afternoon,

At its meeting held on April 24, 2025, Wellington County Council approved the following recommendation from the Planning Committee:

That the 2024 Residential Development Monitoring Report be received for information, and

That the County Clerk circulate this report to Member Municipalities for information.

Please find enclosed the 2024 Residential Monitoring Report.

Should you have any questions, please contact Jameson Pickard, Senior Policy Planner at 519.837.2600 Ext. 2300 or [jamesonp@wellington.ca](mailto:jamesonp@wellington.ca).

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts  
Deputy Clerk



# COUNTY OF WELLINGTON

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## Committee Report

**To:** Chair and Members of the Planning Committee  
**From:** Jameson Pickard, Senior Policy Planner  
 Paul Barson, GIS Programme Manager  
**Date:** Thursday, April 10, 2025  
**Subject:** **2024 Residential Monitoring Report**

---

### 1.0 Purpose:

The purpose of this report is to review 2024 year-end development applications, Municipal building permit activity, and residential unit supply across the County. The report analyzes trends and assesses progress toward Provincial land supply obligations and the County's 2051 household forecast. The report serves as a resource for data needs and updates the Planning Committee and Council on recent development trends over the previous year. Appendix A includes an infographic summarizing key 2024 statistics.

### 2.0 Background

A core responsibility of the County Planning Department is to monitor building permit activity and development applications. This tracking helps the County monitor and report on trends, support information requests, and populate land inventories.

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

### 3.0 Residential Inventory

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

#### Supply Categories

County Planning Staff track development applications that have impacts on the residential supply. Generally, as applications move across the supply categories from vacant to registered units, the supply becomes more certain and the availability of the units more imminent. Table 1 below provides an overview of the different supply categories in the Residential Inventory.

**Table 1 – Residential Supply Categories**

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

### Housing Classification Summary

Within the Residential Inventory the County tracks available unit supply across inventory records throughout the County. Below is a summary of how the County classifies housing structures in the Residential Inventory. The housing structure types have been categorized to align with Statistics Canada housing data. The County tracks potential units across the Low, Medium, and High-density categories.

**Table 2 – Housing Density Classification Summary**

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

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

Section 4.0 below provides a detailed analysis of the Residential Inventory. It should be noted that since the 2023 report there have been two significant additions to the inventory. First, the boundary expansions to the urban centres of Clifford, Drayton and Moorefield are included in the residential supply numbers. Second, the approved Fergus South Secondary Plan Area has also been included. Together these records have had a significant upward impact on the residential inventory adding 3,263 net new units to the potential supply in the vacant designated category.

## 4.0 Provincial Planning Statement (PPS) Requirements

Section 2.1.4 of the PPS directs planning authorities to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of the regional market area. This includes maintaining the ability to accommodate residential growth for a minimum of 15 years through lands designated and available for residential development and a minimum of 3 years of serviced lands for residential growth. This section measures the County's ability to meet these requirements.

### Short-Term (3-Year) Supply

The PPS requires municipalities to maintain at all times a minimum 3-year supply of residential units through appropriately zoned lands and lands in draft approved and registered plans of subdivision. In the County the short-term residential unit supply is tracked through the Draft Approved and Registered categories of the Residential Inventory. This land is readily available to meet new housing demand without any major servicing constraints.

**Table 3 - Short-Term Vacant Residential Unit Supply in Wellington County, December 31, 2024**

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

Status and Unit Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Units
<b>Draft Approved</b>	<b>118</b>	<b>2,034</b>	<b>2,152</b>	<b>195</b>	<b>2,347</b>
<i>Low</i>	47	1,128	1,175	195	1,370
<i>Medium</i>	71	738	809	0	809
<i>High</i>	0	168	168	0	168
<b>Registered</b>	<b>588</b>	<b>2,483</b>	<b>3,071</b>	<b>362</b>	<b>3,433</b>
<i>Low</i>	161	1,171	1,332	354	1,686
<i>Medium</i>	134	978	1,112	0	1,112
<i>High</i>	293	334	627	8	635
<b>County Total</b>	<b>706</b>	<b>4,517</b>	<b>5,223</b>	<b>557</b>	<b>5,780</b>
<b>(%)</b>	<b>14%</b>	<b>86%</b>	<b>90%</b>	<b>10%</b>	<b>100%</b>

### Analysis

As depicted in Table 3 above, as of December 31, 2024, approximately 5,780 residential units are included in the short-term supply across the Registered and Draft Approved supply categories. 90% of the short-term supply is within urban centres and 10% in the Rural areas. Overall, this represents an approximate 8-year supply of units based on the total forecasted annual 730 units/year needed across the County to meet the total 2051 household forecast.

Looking at the urban supply only, there are approximately 5,223 units across the Registered and Draft Approved supply categories. This represents an approximate 8-year supply of units based on an annual of 657 units/year needed to meet the 2051 urban household forecast. A further analysis of the urban short-term supply shows approximately 706 units (14%) are located within the Built Boundary (BB) of the County's urban centres and, 4,517 units (86%) located in the Designated Greenfield Area (DGA). The unit mix in the urban supply is slightly weighted towards higher density unit types such as townhomes at 52%, compared to lower density units (single and semi-detached units) making up 48% of the urban supply.

The County of Wellington currently exceeds the 3-year unit supply requirement of the Provincial Planning Statement, 2024 for Draft Approved and Registered units.

### Long-Term (15-Year) Supply

The PPS requires municipalities to maintain at all times the ability to accommodate residential growth for a minimum of 15 years. Growth is to be accommodated through lands that are designated and available for residential development. In our case, the long-term residential land supply includes lands across all the Residential Inventory supply categories. For purposes of the PPS definition of “designated and available”, the County generally includes lands that are vacant and designated for residential development in the long-term supply. Much of the long-term supply is included in the designated greenfield area and requires planning applications to support residential build out.

**Table 4- Long-Term Vacant Residential Unit Supply in Wellington County, December 31, 2024**

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

Status and Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Unit Potential
<b>Vacant Designated</b>	<b>533</b>	<b>6,597</b>	<b>7,130</b>	<b>302</b>	<b>7,432</b>
<i>Low</i>	326	1,923	2,249	302	2,551
<i>Medium</i>	175	1,776	1,951	0	1,951
<i>High</i>	32	2,898	2,930	0	2,930
<b>Application Under Review</b>	<b>654</b>	<b>3,042</b>	<b>3,696</b>	<b>20</b>	<b>3,716</b>
<i>Low</i>	179	1,486	1,665	20	1,685
<i>Medium</i>	255	1,310	1,565	0	1,565
<i>High</i>	220	246	466	0	466
<b>Draft Approved</b>	<b>118</b>	<b>2,034</b>	<b>2,152</b>	<b>195</b>	<b>2,347</b>
<i>Low</i>	47	1,128	1,175	195	1,370
<i>Medium</i>	71	738	809	0	809
<i>High</i>	0	168	168	0	168
<b>Registered</b>	<b>588</b>	<b>2,483</b>	<b>3,071</b>	<b>362</b>	<b>3,433</b>
<i>Low</i>	161	1,171	1,332	354	1,686
<i>Medium</i>	134	978	1,112	0	1,112
<i>High</i>	293	334	627	8	635
<b>County Total</b>	<b>1,893</b>	<b>14,156</b>	<b>16,049</b>	<b>879</b>	<b>16,928</b>
(%)	14%	86%	93%	7%	100%

### Analysis

As depicted in Table 4 above, as of December 31, 2024, approximately 16,928 residential units are available over the long term in the urban and rural areas. This represents approximately a 23-year supply of residential units available through residential intensification, redevelopment, and lands designated and available for residential development based on 730 units/year to 2051.

Looking at the urban supply only, there are approximately 16,049 units available in the long-term supply or 95% of the total supply. This represents an approximate 24-year supply of units based on an annual 657 units/year needed to meet the 2051 urban household forecast. Further analysis of the urban unit supply shows approximately 1,893 units (12%) are accommodated within built boundaries (BB) of urban centres in the County and 14,156 (86%) are accommodated in the County’s Designated Greenfield area (DGA). Like the short-term urban supply, the unit mix of the long-term urban supply is

weighted towards higher density unit types at 60%, while we see approximately 40% of the unit supply in the lower density unit category. This is an encouraging trend which will begin to show up in our building permit tracking over time.

The County of Wellington’s long-term supply exceeds the 15-year supply requirement of the Provincial Planning Statement.

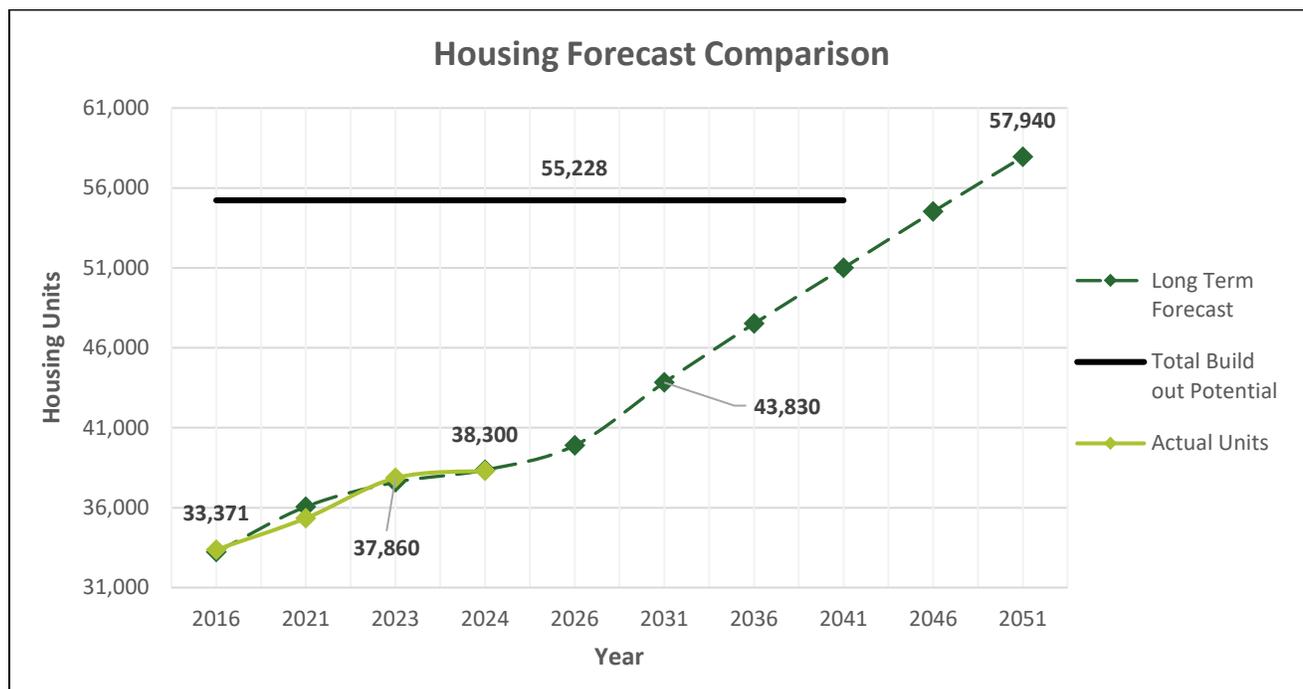
### 5.0 2051 Household Forecast Comparison

Through Official Plan amendment 120, the County implemented Population, Household and Employment forecasts for our member municipalities to 2051. These forecasts are based on detailed growth management work and implement the growth forecasts for the County issued by the province. As part of the Planning Department’s regular monitoring of growth, we compare our vacant unit supply and building permit data to our long-term forecast to see how housing growth is tracking.

Chart 1 below, shows housing development trends since 2016 and highlights that housing development has tracked relatively well to forecasted housing growth. This trend continued in 2024 where we reached 38,300 total housing units. When we compare the County’s total build out potential (existing units + vacant unit supply) against the long term 2051 household forecast, we see that we currently have enough supply available to sustain growth until approximately 2046.

#### Chart 1 - Long-Term Housing Forecast Comparison

(Source: Wellington County Residential Inventory, Building Permit Database & Growth Tracking Model)



It is important to note that additional unit supply will be added to the Residential Inventory through upcoming urban boundary expansions proposed through OPA 126. These expansions are intended to make enough land available for the County and Member Municipalities to meet its 2051 population and household forecasts.

## 6.0 Subdivision and Condominium Applications

The County of Wellington is the approval authority for all subdivision and condominium applications in the County. Subdivision and condominium applications are the primary driver of new unit supply and building permits and provide a good indication of unit supply and mix that will be available in the future. It is important to note while the County approves these applications member municipalities are instrumental in the consultation, review, and final design of these developments. The County's Residential Inventory includes all active residential subdivision and condominium applications. Table 5 below provides a snapshot of applications the County received in 2023 and 2024 and outlines their inventory status as of December 31, 2024, as well as the number of proposed units.

**Table 5 - 2023 & 2024 Subdivision and Condominium Applications, December 31, 2024**

(Source: Wellington County applications)

Year	Application	Municipality	Inventory Status	Units			Total	
				LOW	MED	HIGH		
2023	23T-23001	Wellington North	App. Under Review		34		34	
	23T-23002**	Puslinch	App. Under Review	23			23	
	23T-23003	Erin	App. Under Review	445	353		798	
	23T-23004	Guelph-Eramosa	Draft Approved	4			4	
	23T-23005**	Centre Wellington	App. Under Review	107			107	
	23T-23006**	Guelph-Eramosa	App. Under Review	16			16	
	23CD-23002	Minto	Draft Approved		10			
	23CD-23003	Centre Wellington	App. Under Review			45	45	
	23CD-23004	Centre Wellington	Draft Approved			32	32	
	23CD-23005	Centre Wellington	Registered		31		31	
	<b>Total</b>				<b>595</b>	<b>428</b>	<b>77</b>	<b>1,090</b>
	<b>Total Unit Mix Percentage (%)</b>				<b>55%</b>	<b>39%</b>	<b>7%</b>	<b>100%</b>
<b>Rural Unit Total</b>							<b>146</b>	
2024	23T-24001	Erin	App. Under Review	142	72	0	214	
	23T-24002	Wellington North	App. Under Review	30	25	0	55	
	23T-24003	Minto	App. Under Review	117	72	0	189	
	23T-24004	Mapleton	App. Under Review	16	0	0	16	
	23T-24006	Minto	App. Under Review	53	30	0	83	
	23CD-24001	Wellington North	Draft Approved	0	8	0	8	
	23CD-24002	Wellington North	Draft Approved	0	28	0	28	
	23CD-24003	Centre Wellington	Draft Approved	0	14	0	14	
	23CD-24004	Centre Wellington	App. Under Review	0	112	0	112	
	<b>Total</b>				<b>358</b>	<b>361</b>	<b>0</b>	<b>719</b>
	<b>Total Unit Mix Percentage (%)</b>				<b>50%</b>	<b>50%</b>	<b>0%</b>	<b>100%</b>
	<b>Rural Unit Total</b>							<b>0</b>

\*\* Applications in the rural area.

Residential application levels were stable between 2023 and 2024 with the County receiving a total of 10 applications in 2023 and 9 applications in 2024. While application levels remained consistent, the total number of residential units across the applications decreased by 371 units in 2024. Despite this decrease, the unit mix in the 2024 applications show a gain in higher density housing forms over 2023 levels. County Staff expect unit yields in residential applications to pick up, particularly as we see larger greenfield areas come online across the County into the future.

## 7.0 Residential Building Permit Activity

In 2024 Member Municipalities issued 1,092 residential permits. This is the highest number of permits issued ever in the County. Between 2008-2024, Member Municipalities have issued permits for approximately 8,712 residential units, achieving annual average of 512 units per year since 2008 and a 4-year average of 838 units per year since 2021.

As noted above, our recent growth management work forecasted an average of 730 residential units annually to achieve our forecasted household targets for 2051. Table 6 below provides more details about residential building permits issued between 2008-2024 by our member municipalities.

**Table 6 - Residential Units Issued Through Building Permits, In Wellington between 2008-2024**

(Source: County of Wellington Building Permit Database)

Year	Single	Semi	Medium	High	Total
2008	332	10	38	12	392
2009	182	10	31	55	278
2010	205	8	23	58	294
2011	221	24	22	77	344
2012	256	14	37	93	400
2013	172	12	36	30	250
2014	216	6	49	55	326
2015	290	6	59	76	431
2016	419	0	147	99	665
2017	410	16	105	20	551
2018	258	19	46	36	359
2019	390	20	125	37	572
2020	342	20	57	79	498
2021	381	77	132	224	814
2022	481	110	178	84	853
2023	254	103	197	38	592
2024	628	158	275	32	1,093
<b>Total</b>	<b>5,437</b>	<b>613</b>	<b>1,557</b>	<b>1,105</b>	<b>8,712</b>

The 2024 permits achieved a unit mix of approximately 70% low density units and approximately 30% medium and high-density units. This is consistent with the historic unit mix we have observed since 2008. However, if we look at the more recent time horizon between 2021-2024, building permits show a shift toward a denser building typology with 65% of the units considered low density and 35% in the medium and high-density categories. Our expectation is to continue to see a shift towards more dense forms of housing and is supported by the unit mix we observe in the active development applications noted above.

Table 7 below reviews the 2024 residential building permits and provides a breakdown of where growth is occurring in the County. The Town of Erin played a significant role in driving growth, issuing a total of 705 residential permits in 2024 or 65% of all permits issued in the County. 690 of these permits were issued in the urban greenfield area. This is significant shift for the Town considering it issued 17 residential permits in 2023 and reflects the recent servicing investments that have been made.

As expected, most of the residential permits 998 or 91% were issued in an urban centre, with 95 or 9% issued in the rural area. Looking at the urban permits only, 905 or 91% of the residential growth occurred in the urban greenfield areas, with 93 permits or 9% occurring within the identified built-up area of our urban centres. This translates to an overall intensification rate of 9%, which is lower than the 20% intensification target in the Official Plan. This shortfall is largely explained by significant greenfield sites in Erin commencing development in 2024. Staff expect intensification rates to fluctuate year-to-year and be more in line with the 15% target that was supported through our growth management work.

**Table 7 - 2024 Residential Building Permits**

(Source: County of Wellington Building Permit Database)

Municipality and Density Category	Permits issued				
	Permits Issued in the Built Boundary (BB)	in the Designated Greenfield Area (DGA)	Total Urban Unit Permits	Total Rural Unit Permits	Total Permits
<b>Centre Wellington</b>	<b>0</b>	<b>170</b>	<b>174</b>	<b>27</b>	<b>201</b>
<i>Low</i>	4	35	39	27	66
<i>Medium</i>	0	135	135	0	135
<i>High</i>	0	0	0	0	0
<b>Town of Erin</b>	<b>0</b>	<b>690</b>	<b>690</b>	<b>15</b>	<b>705</b>
<i>Low</i>	0	589	589	15	604
<i>Medium</i>	0	101	101	0	101
<i>High</i>	0	0	0	0	0
<b>Guelph/Eramosa</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>1</b>	<b>10</b>
<i>Low</i>	9	0	9	1	10
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
<b>Mapleton</b>	<b>2</b>	<b>9</b>	<b>11</b>	<b>12</b>	<b>23</b>
<i>Low</i>	2	9	11	12	23
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
<b>Town of Minto</b>	<b>4</b>	<b>9</b>	<b>13</b>	<b>11</b>	<b>24</b>
<i>Low</i>	1	9	10	11	21
<i>Medium</i>	3	0	3	0	3
<i>High</i>	0	0	0	0	0
<b>Wellington North</b>	<b>74</b>	<b>26</b>	<b>100</b>	<b>12</b>	<b>112</b>
<i>Low</i>	14	18	32	12	44
<i>Medium</i>	28	8	36	0	36
<i>High</i>	32	0	32	0	32
<b>Puslinch</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>17</b>	<b>18</b>
<i>Low</i>	0	1	1	17	18
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
<b>County Total</b>	<b>93</b>	<b>905</b>	<b>998</b>	<b>95</b>	<b>1,093</b>
<i>Low</i>	30	661	691	95	786
<i>Medium</i>	31	244	275	0	275
<i>High</i>	32	0	32	0	32

### Additional Residential Units (ARUs)

The County Official Plan has been continually updated to align with the most current Provincial policies related to the establishment of ARUs on residential properties. Table 8 below outlines County tracking of ARUs through building permit data supplied by our Member Municipalities. County tracking only accounts for ARUs that are identified through municipal permitting and may therefore undercount the actual amount of ARUs that exist in our communities.

**Table 8 - Additional Residential Units Created In Wellington between 2016-2024**

(Source: County of Wellington Building Permit Database)

Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
<b>Centre Wellington</b>	<b>19</b>	<b>31</b>	<b>28</b>	<b>26</b>	<b>27</b>	<b>20</b>	<b>29</b>	<b>48</b>	<b>39</b>	<b>267</b>
<i>Urban</i>	18	29	27	25	23	13	22	36	34	227
<i>Rural</i>	1	2	1	1	4	7	7	12	5	40
<b>Erin</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>10</b>
<i>Urban</i>	0	0	0	0	0	0	0	0	0	0
<i>Rural</i>	2	2	1	0	1	0	0	0	4	10
<b>Guelph/Eramosa</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>12</b>	<b>5</b>	<b>12</b>	<b>44</b>
<i>Urban</i>	1	0	0	0	1	0	4	1	3	10
<i>Rural</i>	0	2	1	4	2	4	8	4	9	34
<b>Mapleton</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>12</b>	<b>9</b>	<b>26</b>
<i>Urban</i>	0	0	2	0	0	0	0	0	2	4
<i>Rural</i>	0	0	0	0	0	1	2	12	7	22
<b>Minto</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>9</b>	<b>21</b>
<i>Urban</i>	1	1	0	1	1	2	3	1	2	12
<i>Rural</i>	0	0	0	0	0	2	0	0	7	9
<b>Puslinch</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>14</b>
<i>Urban</i>	0	0	0	0	0	0	0	0	2	2
<i>Rural</i>	0	1	0	0	2	0	0	0	9	12
<b>Wellington North</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>6</b>	<b>8</b>	<b>13</b>	<b>37</b>
<i>Urban</i>	1	1	1	0	0	5	3	5	2	18
<i>Rural</i>	0	0	0	0	0	2	3	3	11	19
<b>Total</b>	<b>24</b>	<b>38</b>	<b>33</b>	<b>31</b>	<b>34</b>	<b>36</b>	<b>52</b>	<b>74</b>	<b>97</b>	<b>419</b>
<i>Urban</i>	21	31	30	26	25	20	32	43	45	273
<i>Rural</i>	3	7	3	5	9	16	20	31	52	146

In 2024, permits for 97 Additional Residential Units were issued in the County, 45 in urban centres vs. 52 in rural areas of the County. This represents a 30% increase over 2023 ARU totals of 74. We continue to see a consistent level of interest in ARU construction with an average of 47 permits per year since 2016.

An area of note is the significant increase in ARU construction in the Rural Area between 2016-2024, which represents an increase of 1,633%. This is likely attributed to legislative changes favoring ARU construction, housing affordability challenges and early adoption of land use planning policies by the County and Member Municipalities permitting ARUs in the rural area.

## 8.0 Summary

Based on the above analysis for 2024, the County:

- 1) Has a supply of approximately 16,928 vacant residential units across the Residential Inventory.
- 2) Has 5,780 vacant units in the Draft Approved and Registered applications.
- 3) Has enough land designated for residential growth to meet the 3-year and 15-year supply as required by Section 2.1.4 of the Provincial Planning Statement, 2024.
- 4) Received 5 subdivision and 4 condominium applications proposing 719 residential units.
- 5) Had 1,093 residential building permits issued by our Member Municipalities with a unit mix of 786 (72%) low density, 275(25%) medium density and 32 (3%) high density building types.
- 6) Had 97 permits issued by our member municipalities for Additional Residential units. This is approximately 419 Additional Residential Units constructed in the County since 2016.

### Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Making the best decisions for the betterment of the Community

### Recommendation:

That the 2024 Residential Development Monitoring Report be received for information.

That the County Clerk circulate this report to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard, B. URPL, MCIP, RPP  
Senior Policy Planner



Paul Barson  
GIS Programme Manager

Appendix A 2024 Residential Highlights Infographic

In consultation with/approved by:

Aldo Salis, Director of Planning and Development

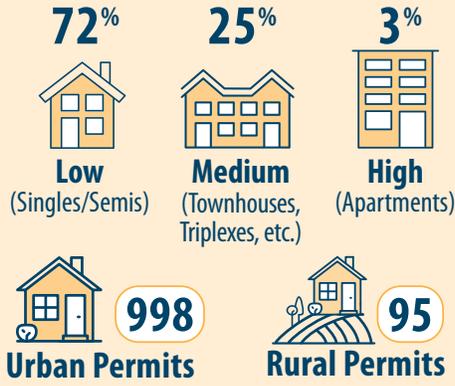
Scott Wilson, Chief Administrative Officer

## Building Permits



**1,093** 2024 Residential Building Permits issued

Unit mix of permits



**97** 2024 Additional Residential Unit Permits issued



**419** Additional Residential Units constructed since 2016



## Residential Units Supply



**16,928**

Total # of Vacant Units in Residential Supply

	Provincial Policy Requirement	Wellington County Supply	Target Met
3 Year Supply	2,190	5,780	✓
15 Year Supply	10,950	16,928	✓

\*730 units required annually from 2021 to 2051 to achieve 2051 household forecast.

## Long Range Housing Forecast



2024 Households are On-Track!





## COUNTY OF WELLINGTON

KIM COURTS  
DEPUTY CLERK  
T 519.837.2600 x 2930  
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74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

April 24, 2025

Wellington County  
Member Municipality Clerks

Amanda Knight, Township of Guelph/Eramosa  
Nina Lecic, Town of Erin  
Kerri O'Kane, Township of Centre Wellington  
Larry Wheeler, Township of Mapleton  
Annilene McRobb, Town of Minto  
Karren Wallace, Township of Wellington North  
Justine Brotherston, Township of Puslinch

**Sent via email:**

[aknight@get.on.ca](mailto:aknight@get.on.ca)  
[nina.lecic@erin.ca](mailto:nina.lecic@erin.ca)  
[kokane@centrewellington.ca](mailto:kokane@centrewellington.ca)  
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[annilene@town.minto.on.ca](mailto:annilene@town.minto.on.ca)  
[kwallace@wellington-north.com](mailto:kwallace@wellington-north.com)  
[jbrotherston@puslinch.ca](mailto:jbrotherston@puslinch.ca)

Good afternoon,

At its meeting held on April 24, 2025, Wellington County Council approved the following recommendation from the Planning Committee:

That pursuant to section 26 of the Planning Act, County Council declares that Official Plan Amendment 126 – Urban Boundary Expansions (a) conforms with the Greenbelt Plan; (b) has regard for matters of provincial interest in section 2 of the Planning Act; and (c) is consistent with the Provincial Planning Statement; and

That a by-law adopting County of Wellington Official Plan Amendment 126 be approved; and

That the County Clerk forward the report to the Ministry of Municipal Affairs and Housing and to Member Municipalities.

Please find enclosed the County Official Plan Review – OPA 126 Recommendation Report.

Should you have any questions, please contact Sarah Wilhelm, Manager of Policy Planning at 519.837.2600 Ext. 2130 or [sarahw@wellington.ca](mailto:sarahw@wellington.ca).

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts  
Deputy Clerk



## Committee Report

**To:** Chair and Members of the Planning Committee  
**From:** Sarah Wilhelm, Manager of Policy Planning  
**Date:** Thursday, April 10, 2025  
**Subject:** **County Official Plan Review – OPA 126 Recommendation Report**



PLANWELL

### 1.0 Purpose

This report seeks Council's adoption of proposed Official Plan Amendment 126 (OPA 126) set out in Appendix A. The report provides highlights of the amendment and the results of the community engagement process.

### 2.0 Overview

- This County-initiated amendment identifies urban boundary expansions in Centre Wellington, addresses County-wide policy updates related to growth, and other policy and housekeeping changes.
- OPA 126 is the fourth of a series of amendments to the County's Official Plan as part of the Official Plan Review under section 26 of the Planning Act.
- This amendment is based on the forecasts and allocations in the County Official Plan to 2051 which were approved by the Province in July 2024 and are consistent with the 2024 PPS.
- OPA 126 addresses the results of the Land Needs Assessment pertaining to Centre Wellington through urban area expansions to Fergus and Elora-Salem which represent the most feasible and appropriate locations for future growth.
- By addressing the need for urban boundary expansions in Centre Wellington, OPA 126 brings the County's urban expansion work as part of the Official Plan Review to a conclusion. A review of rural growth needs is underway as part of Phase 3B of the Official Plan Review.
- There will be opportunities before 2051 for the County to reconsider the forecasts, allocations and land requirements in Wellington County to maintain a planning horizon within a 20 to 30 year range as part of future County Official Plan review cycles.
- Consultation for Draft OPA 126 included circulations for comments, a statutory open house on March 3, 2025, and a statutory public meeting on March 13, 2025 in accordance with the Planning Act.
- For the reasons outlined in this report, staff recommend that OPA 126 be adopted by County Council and forwarded to the Minister of Municipal Affairs and Housing for a decision.

### 3.0 Background

The County's ongoing Official Plan Review was launched in 2019 as a joint municipal comprehensive review (MCR) and 5-year review. Since then, municipalities have been inundated with changes to Provincial policies, legislation and regulations. As a result, the County has used a phased approach to the Official Plan Review to be better positioned to respond to changes in Provincial policy direction.

OPA 126 is supported by numerous technical studies, reports and implementing OPAs, including:

#### 3.1 Technical Studies

Urban Structure and Growth Allocations (June 16, 2021) and Amended (January 31, 2022)  
 Land Needs Assessment Report (August 29, 2022)  
 Urban Boundary Expansion Review Framework (February 2024)  
 Minimum Distance Separation Study for Centre Wellington SABE (June 2024)  
 Agricultural Impact Assessment for Centre Wellington SABE (September 2024)

#### 3.2 County Reports

PD2021-06 Employment Area Conversions  
 PD2021-16 Alternative Intensification Target  
 PD2021-21 Consultation and Engagement Overview  
 PD2021-30 Municipal Feedback  
 PD2022-07 Growth Forecasts and Allocations  
 PD2022-11 Draft Land Needs Assessment  
 PD2022-17 Consultation and Engagement Overview #2  
 PD2022-20 Land Needs Assessment  
 PD2023-09 Urban Expansion Requests  
 PD2024-08 Urban Boundary Expansion Review  
 PD2024-40 OPA 126 Urban Boundary Expansions

#### 3.3 Township of Centre Wellington Reports

PLN2024-34 Greenfield Density and Intensification Target Preferred Scenario  
 PLN2024-35 Centre Wellington Recommended Settlement Area Boundary Expansions  
 PLN2024-38 Settlement Area Boundary Expansion Recommendation Report  
 PLN2025-19 Municipal Endorsement of County of Wellington OPA 126

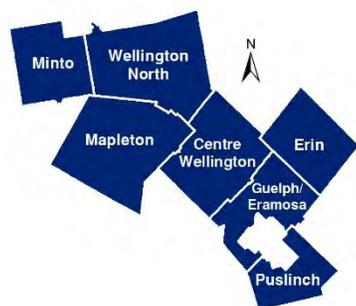
#### 3.4 County-initiated Implementing OPAs

OPA 119 County Growth Structure – Provincial approval granted  
 OPA 120 County Growth Forecast – Provincial approval granted  
 OPA 123 Future Development Lands – Provincial decision pending

Each of these documents were made available for public review through the Official Plan Review project webpage ([www.wellington.ca/planwell](http://www.wellington.ca/planwell)). There are many more reports which are also available for review related to OPA 119, OPA 120 and OPA 123, plus those providing commentary on various provincial planning initiatives.

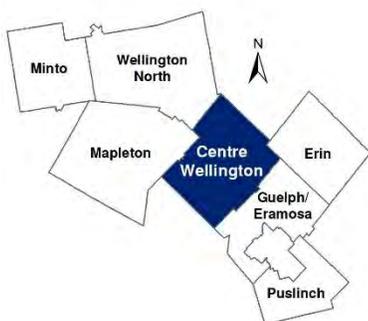
## 4.0 Summary of OPA 126

Official Plan Amendment 126 revises the Official Plan as part of Urban Phase 3A of the County's Official Plan Review. The proposed amendment addresses the following key areas:



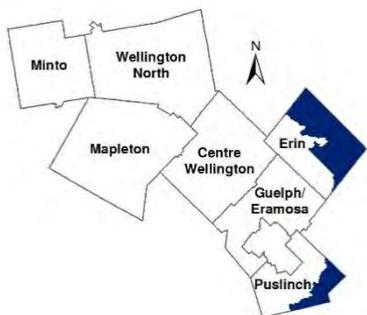
### County-wide

- Policy changes related to intensification and density targets, new policies for phasing of new growth and agricultural impact mitigation, and scoped 2024 Provincial Planning Statement updates (further PPS conformity exercise is pending).
- Housekeeping changes to replace Sourcewater Protection Schedules and delete duplicate policies.



### Centre Wellington

- Expansion of the urban area boundaries of Fergus and Elora-Salem and identification of new Designated Greenfield Area and Employment Area lands.
- Addition of greenfield area density targets for lands being added to Fergus and Elora-Salem.
- Addition of policies to support potential future expansion of livestock facilities near the Employment Area expansion lands south of Fergus and Elora-Salem.
- Removal of local planning policy in Centre Wellington for Community Planning Study Area.
- Removal of Fergus urban expansion lands and a 300 m buffer from segments of the Mineral Aggregate Resource Overlay to the southeast of the current urban boundary.



### Greenbelt Plan Area

- Housekeeping changes to update mapping of the Provincially-expanded Greenbelt lands in Erin to reflect the in-effect Greenbelt Protection Countryside and Greenbelt Natural Heritage System and to update text to refer to the Hamlet of Brisbane.
- Housekeeping change to add text to implement Provincial policy direction to maintain policy connections in the Greenbelt Plan to the Provincial Policy Statement (2020) and Growth Plan for the Greater Golden Horseshoe (2019).

## 5.0 Provincial Policy Review

This amendment is subject to the Provincial Planning Statement, 2024 (PPS) and Greenbelt Plan, 2017.

The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. Under section 3 of the Planning Act, decisions affecting planning matters shall be consistent with policy statements issued under the Act. Planning staff are satisfied that OPA 126 is consistent with the 2024 Provincial Planning Statement.

All decisions on planning applications shall conform with the policies in the Greenbelt Plan. The Greenbelt Plan identifies where urbanization should not occur to provide permanent agricultural and environmental protection. Planning staff are satisfied that OPA 126 conforms with the Greenbelt Plan.

For further detail, Appendix B highlights how OPA 126 aligns with key applicable policies of the PPS and Greenbelt Plan.

## 6.0 Consultation

The consultation for Draft OPA 126 included:

- Circulation to the Ministry of Municipal Affairs and Housing in November 2024
- Circulation to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders in December 2024 and February 2025
- Statutory Open House on March 3, 2025
- Statutory Public Meeting on March 13, 2025

To obtain public feedback, the County provided notification of engagement opportunities through the project email list, website updates and direct mail. Notice of the statutory open house and public meeting was provided in accordance with the Planning Act and advertised in the Wellington Advertiser. Staff reviewed over 40 written submissions which were filed directly in response to OPA 126.

## 7.0 Comments

An overview of key comments is provided below.

### 7.1 Open House and Public Meeting

With a total of 86 participants combined, there was a good turnout at the statutory Open House and Public Meeting. Comments related to OPA 126 were largely focused on three areas:

- Requests for additional urban boundary expansions in Centre Wellington.
- Emphasis on using Ministry of Finance projections as the basis for growth forecasts.
- Reconsideration of land needs assessment results.

Further details are provided in Appendix C (Open House Meeting Summary) and Appendix D (Public Meeting Minutes).

### 7.2 Municipal Comments

As outlined below, our office received comments from the Township of Puslinch and the Township of Centre Wellington. No other comments were received from our Member Municipalities.

#### Puslinch

Through comments of December 18, 2024 (resolution No. 2024-473) Township Council has requested that the wording of the text added to Greenbelt Policies (Erin and Puslinch) subsection 9.9.3 Relationship to the Official Plan be reviewed to make it clear.

The original wording in OPA 126 is verbatim to the Provincial text added to the Greenbelt Plan:

“A reference in the Greenbelt Plan to the PPS is a reference to the Provincial Policy Statement, 2020 as it read immediately before it was revoked and a reference in this Plan to the Growth Plan is a reference to the Growth Plan for the Greater Golden Horseshoe 2019 as it read immediately before it was revoked.”

County staff have revised the draft OPA 126 wording so that it now reads as follows:

“Where the Greenbelt Plan contains policy references to the Provincial Policy Statement, 2020 and the Growth Plan for the Greater Golden Horseshoe, 2019 those policy connections shall continue to apply.”

### **Centre Wellington**

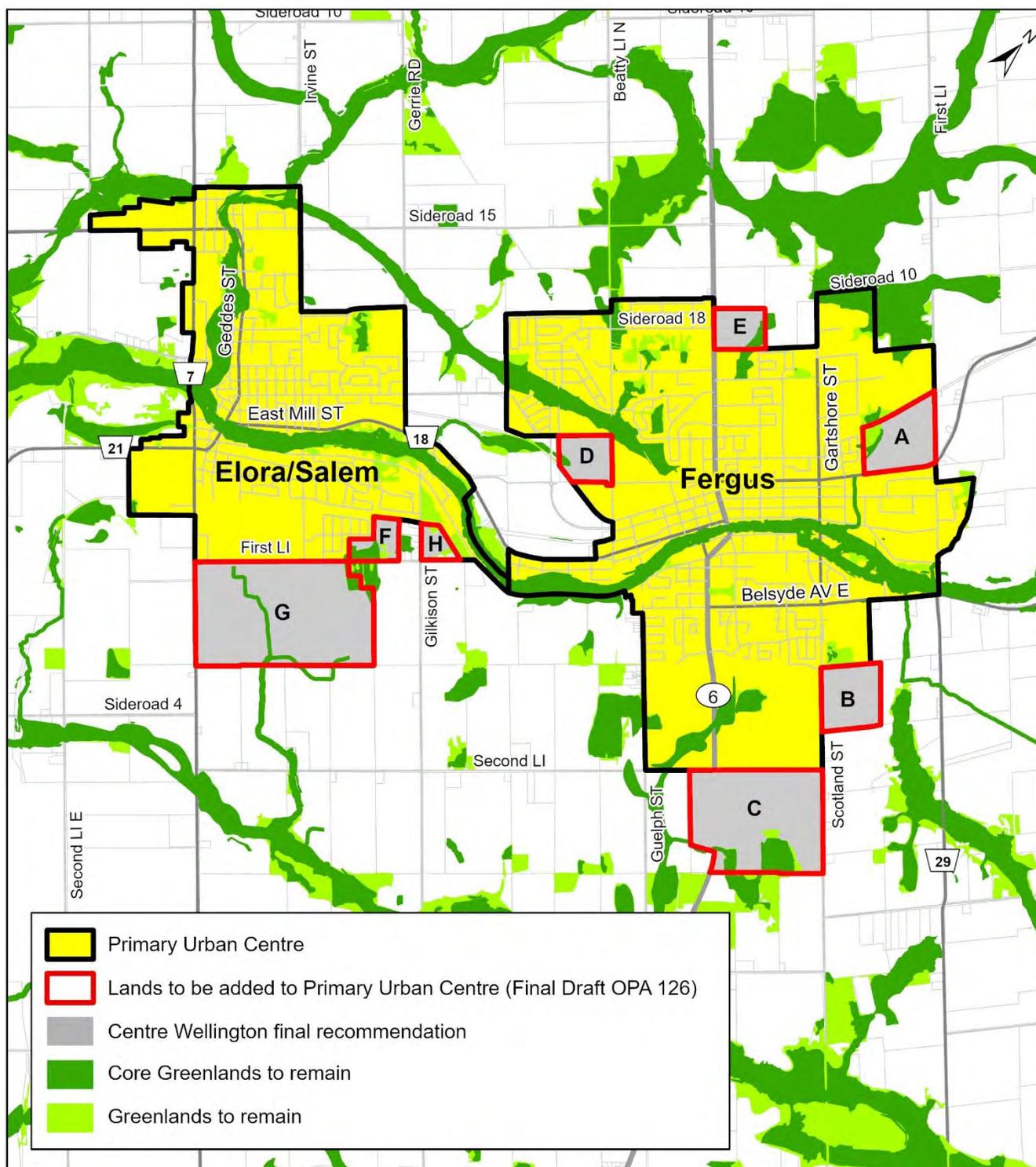
On March 24, 2025, Council for the Township of Centre Wellington passed a resolution to endorse OPA 126 and submit comments outlined in Report PLN2025-19 (Municipal Endorsement of County of Wellington OPA 126). Township Council is supportive of the following:

- Urban boundary expansions put forward through Draft OPA 126, including changes made by the County to address fragmentation of agricultural land and rounding out to ensure logical boundaries.
- No further additions to urban boundaries except for 264 First Line (further discussion below).
- Use of the forecasts and allocations in the Official Plan, including confirmation that the forecasts used by the County meet the 2024 PPS and that there is no requirement for the County to use the Ministry of Finance forecasts at this time.
- An overall density target of 52 people and jobs per hectare for Centre Wellington and separate targets for lands to be added to the Fergus and Elora-Salem Urban Centres.
- Consideration of an additional policy to permit relief from MDS II for future expansion of existing livestock operations that may be impacted by the proposed urban boundary expansion.
- Agreement that the Community Planning Study Area policy be deleted.
- No objection to the removal of the mineral aggregate resource area reflected in OPA 126.

The final Centre Wellington Urban Boundary Expansions are identified in Figure 1 which demonstrates the County and Township are in alignment.

OPA 126 has been revised the address the Township’s comments related to density targets and MDS II relief (see Section 9.0 for detail).

**Figure 1** Centre Wellington Urban Boundary Expansions  
**OPA 126 Alignment with Final Township Council Recommendation**

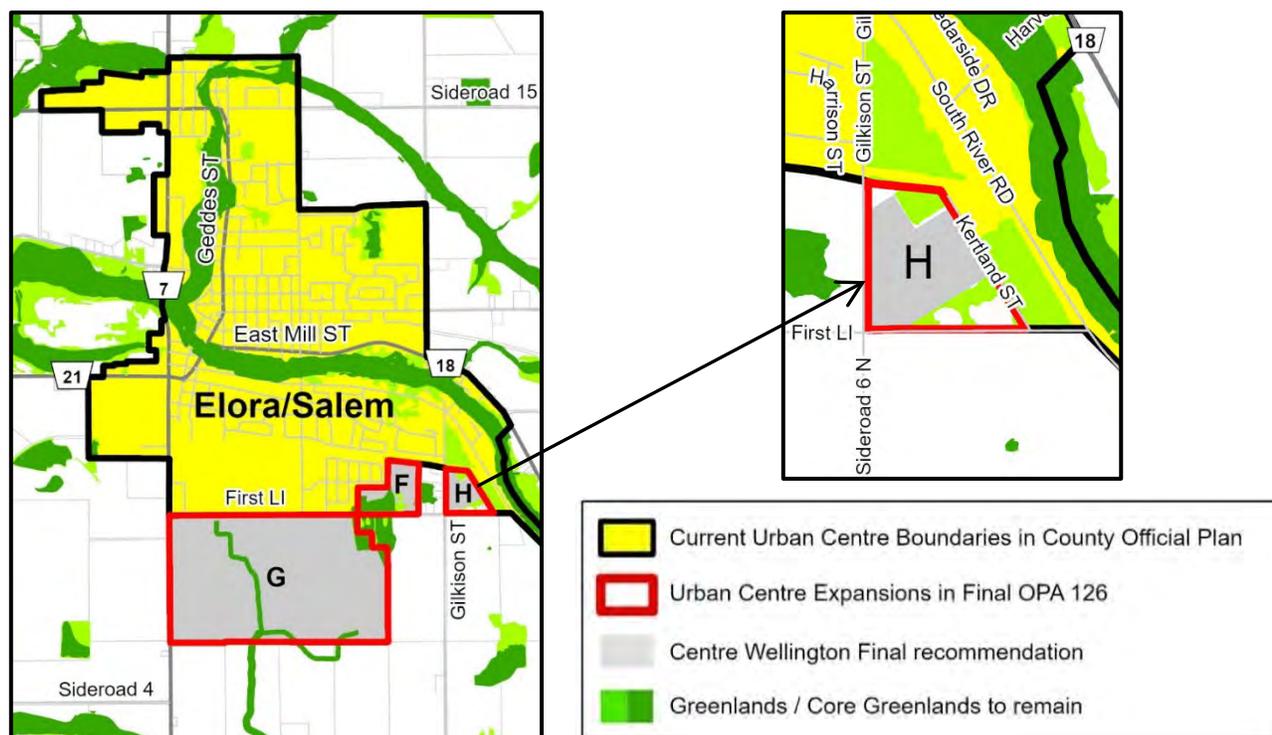


The amendment has also been revised to add 264 First Line to the urban boundary of Elora-Salem recommended by the Township (see Figure 1, Area H above). This parcel is proposed for a privately serviced estate residential development with approximately 10 lots.

Historically, the parcel was included within the Aboyne Village Plan 88 and is the only parcel within that Plan that is not already in the urban centre.

As part of Area H, the County has also included parcels to the east and west of 264 First line for a more logical boundary (see Figure 2 below). The additional lands added by the County are the white and green areas within the red outline, whereas 264 First Line is the grey area. While this change isn't covered in the Township resolution it is similar to other rounding out areas previously included in the amendment. Staff consider this a minor change as development is very limited due to the small size of the parcels, the presence of existing single detached dwellings and the constraints associated with significant woodlands protected by a Greenlands Official Plan designation.

**Figure 2 264 First Line Detail**



### 7.3 Adjacent Municipality Comments

Comments of January 15, 2025 received from the City of Guelph did not trigger any changes to OPA 126 (see Appendix E for more details).

### 7.4 Indigenous Communities

No changes to OPA 126 were requested as a result of comments received from the Chippewas of Kettle and Stony Point First Nation and Chippewa of the Thames First Nation. Staff met with Six Nations of the Grand River regarding OPA 126 and ongoing discussions are anticipated.

Staff received comments from Mississaugas of the Credit First Nation (MCFN) more broadly focused on the Official Plan Review than on OPA 126. Staff met with MCFN and as these comments have a County-wide focus, they will be considered further through the ongoing Official Plan Review. Staff will continue to engage with MCFN.

## 7.5 Agencies – Conservation Authorities

No changes to OPA 126 were requested as a result of comments from Saugeen Conservation, Conservation Halton and Grand River Conservation Authority (GRCA). Detailed comments from GRCA (summarized in Appendix E) address matters to be further considered as part of the implementation of approved urban expansions and the review of future development applications.

## 7.6 Agencies – Other

Enbridge Gas has no objections to OPA 126.

The Wellington Catholic District School Board comments highlighted a proposal for an affordable housing development together with a school and childcare facility (see Appendix E).

## 7.7 Public and Stakeholder Comments

The public and stakeholder comments received through the circulation of OPA 126 and the staff responses are included as Appendix E. Full written comments are available in the project file. Comments were largely focused on the following:

- Requests for revisions to include additional lands within the proposed Elora-Salem and Fergus urban expansion areas.
- Support for proposed urban expansion areas reflected in the draft amendment.
- That Ministry of Finance projections should be used as the basis for growth forecasting and that the results of the land needs assessment underestimate the amount of urban expansion land needed for residential growth.
- That the Community Planning Study Area policy in Centre Wellington should not be removed.
- The impact of removals from the Mineral Aggregate Resource Overlay.

Staff do not agree with the interpretation of the 2024 PPS that the Ministry of Finance projections are required to be used at this time. Staff also continue to support the expertise and professional opinions of the project consultants (Watson and Associates) regarding the County's Land Needs Assessment and the supplemental density scenario recommended by the Township of Centre Wellington.

The 2024 PPS now requires the County to ensure that sufficient land is made available to meet projected needs for a time horizon between 20 and 30 years. As a result, there will be opportunities before 2051 to reconsider the forecasts, allocations and land requirements in Wellington County as part of future County Official Plan review cycles.

## 8.0 Provincial Comments

As legislatively required, our office circulated draft OPA 126 to the Ministry of Municipal Affairs and Housing. Comments were received from Infrastructure Ontario (IO), a crown agency responsible for the strategic management of the provincial realty portfolio on behalf of the Ministry of Infrastructure (MOI). IO manages several properties within the County of Wellington but had no comments or concerns with OPA 126.

No other Provincial comments were received in response to the circulation.

## 9.0 Final Draft Official Plan Amendment

The final draft of OPA 126 being recommended in this report may be found in Appendix A. A summary of the recommended changes between the November 14, 2024 Draft and the April 10, 2025 Final Draft of OPA 126 is provided below.

**Figure 3 Changes between November 14, 2024 Draft and April 10, 2024 Final Draft OPA 126**

<b>Changes to OPA 126</b>	<b>Rationale</b>
To correct the greenfield density target for Centre Wellington	In response to Centre Wellington comments staff have corrected the overall designated greenfield area density target for Centre Wellington from 55 to 52 residents and jobs per hectare.
To add greenfield area density targets for designated greenfield lands being added to Fergus and Elora-Salem	In response to Centre Wellington comments staff have included separate designated greenfield area density targets for lands being added to the Centre Wellington urban centres through OPA 126 (56 people and jobs per hectare for Fergus and 53 people and jobs per hectare for Elora-Salem)
To add 264 First Line to Elora-Salem Urban Centre.	In response to Centre Wellington comments staff have added 264 First Line to the Elora-Salem Urban Centre. For a more logical boundary, the County has included two areas consisting of small, developed parcels with environmental constraints and very limited development potential.
To provide examples of how to mitigate and minimize impact where urban development is adjacent to Prime Agricultural Land.	Based on public input, additional text has been added to OPA 126 to clarify what measures could be used to minimize and mitigate the impact of urban development on nearby agricultural uses.
To add policies to mitigate potential impacts to livestock operations in Centre Wellington.	In response to Centre Wellington comments staff have added policies applicable to the Employment Area expansions south of Fergus and Elora-Salem. The policies provide for future urban development while considering existing livestock operations and potential MDS II relief for expanding livestock facilities.
To revise the proposed sentence to be added to the Greenbelt Plan policies.	In response to Puslinch comments staff have revised the proposed Greenbelt policy text to make it clear.
To add references to the hamlet of Brisbane to Greenbelt policies	County staff have added text references to the hamlet of Brisbane in the Provincially-expanded area of the Greenbelt in Erin, where hamlets are identified in the Official Plan policies.
To change Sourcewater Protection map to remove West Montrose WHPA-E	In response to comments from the County's Risk Management Official, a map has been corrected to no longer identify the West Montrose WHPA-E between Wellington Road 18 and 21 in Centre Wellington (see Schedule "A5" of OPA 126).

Staff also made changes to the Preamble of OPA 126 to remove references the Community Planning Study Area and Mineral Aggregate Resource Overlay removals as housekeeping changes.

## 10.0 Conclusion

Staff are satisfied that OPA 126 is consistent with the Provincial Planning Statement (2024), has regard for matters of Provincial interest, and is in conformity with the Greenbelt Plan (2017). Public concerns have been considered and addressed. In our opinion, OPA 126 represents good planning and is in the public interest.

## 11.0 Strategic Action Plan

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Making the best decisions for the betterment of the Community.

## 12.0 Recommendation

That pursuant to section 26 of the Planning Act, County Council declares that Official Plan Amendment 126 – Urban Boundary Expansions (a) conforms with the Greenbelt Plan; (b) has regard for matters of provincial interest in section 2 of the Planning Act; and (c) is consistent with the Provincial Planning Statement.

That a by-law adopting County of Wellington Official Plan Amendment 126 be approved.

That the County Clerk forward the report to the Ministry of Municipal Affairs and Housing and to Member Municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP  
Manager of Policy Planning

### In consultation with/approved by:

Aldo Salis, Director of Planning and Development  
Scott Wilson, Chief Administrative Officer

Appendix A	Final Draft OPA 126 – Urban Boundary Expansions
Appendix B	Summary – Alignment of Final Draft OPA 16 with Provincial Policies
Appendix C	Public Open House Meeting Summary
Appendix D	Public Meeting Minutes
Appendix E	Summary of Comments and Responses
Appendix F	Urban Boundary Expansion Consideration Requests Received by January 2024 Submission Deadline

## **Appendix A**

### **Final Draft OPA 126 – Urban Boundary Expansions**

**AMENDMENT NUMBER 126**

**TO THE OFFICIAL PLAN FOR THE**

**COUNTY OF WELLINGTON**

April 10, 2025  
**Final Draft**

**COUNTY OF WELLINGTON**

**GENERAL AMENDMENT**

**(Centre Wellington Urban Boundary Expansions,  
County Growth Targets, Phasing and Other Changes)**

**Important Notice:** This draft Amendment to the Official Plan for the County of Wellington may be revised after the statutory public meeting at any point prior to County Council's consideration as a result of public input, agency comments, and further review by the County of Wellington.

**THE CORPORATION OF THE COUNTY OF WELLINGTON**

**BY-LAW NO. \_\_\_\_\_**

A By-law to adopt Amendment No. 126 to the Official Plan for the County of Wellington.

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

- 1. THAT Amendment Number 126 to the Official Plan for the County of Wellington, consisting of the attached text, maps and explanatory text, is hereby adopted.
- 2. THAT this By-law shall come into force and take effect on the day of the final passing thereof.

**READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_**

**READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_**

\_\_\_\_\_  
**WARDEN**

\_\_\_\_\_  
**CLERK**

**AMENDMENT NUMBER 126  
TO THE  
COUNTY OF WELLINGTON OFFICIAL PLAN**

**INDEX**

**PART A - THE PREAMBLE**

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

**PART B - THE AMENDMENT**

The Amendment describes the changes and/or modifications to the Wellington County Official Plan which constitute Official Plan Amendment Number 126.

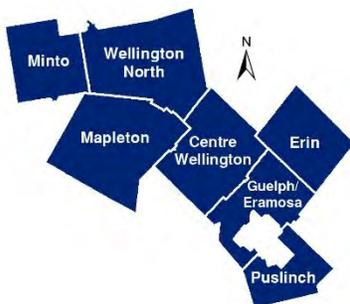
**PART C - THE APPENDICES**

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

## PART A - THE PREAMBLE

### PURPOSE

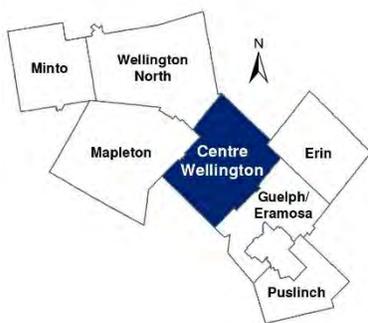
The purpose of this amendment is to make sufficient urban area land available in Centre Wellington (Fergus and Elora/Salem) to accommodate an appropriate range and mix of land uses in Wellington County over the long-term. The amendment also supports intensification, increased densities and appropriate phasing of growth and development County-wide. This amendment applies to three different geographic areas: County-wide, Centre Wellington and the Greenbelt Plan Area. This amendment will:



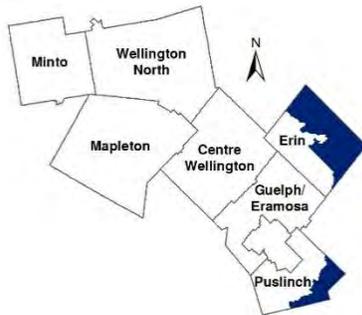
#### County-wide

- Change policies related to intensification and density targets, add policies for phasing of new growth and agricultural impact mitigation.
- Make scoped 2024 Provincial Planning Statement updates to refer to the new policy document, specify a 20 to 30 year planning period and remove municipal comprehensive review references (a further PPS conformity exercise is pending).
- Make housekeeping changes to mapping and text to replace Sourcewater Protection Schedules and delete duplicate policies.
- Other minor changes.

#### Centre Wellington



- Expand the urban area boundaries of Fergus and Elora-Salem and identify new Designated Greenfield Area and Employment Area lands.
- Add greenfield area density targets for lands being added to Fergus and Elora-Salem.
- Add policies to support potential future expansion of livestock facilities near the Employment Area expansion lands south of Fergus and Elora-Salem.
- Remove local planning policy in Centre Wellington for Community Planning Study Area.
- Remove Fergus urban expansion lands and a 300 metre buffer from segments of the Mineral Aggregate Resource Overlay to the southeast of the current urban boundary.



### Greenbelt Plan Area

- Make housekeeping changes to update mapping of the Provincially-expanded Greenbelt lands in Erin to reflect the in-effect Greenbelt Protected Countryside and Greenbelt Natural Heritage System and update text to refer to the Hamlet of Brisbane.
- Make a housekeeping change to add text to implement Provincial policy direction to maintain policy connections in the Greenbelt Plan to the Provincial Policy Statement (2020) and Growth Plan for the Greater Golden Horseshoe (2019).

### LOCATION

The lands subject to the proposed amendment are located within the Township of Centre Wellington. Housekeeping updates to Greenbelt Area mapping apply to the Town of Erin and housekeeping updates to Source Water Protection mapping apply to all local municipalities. Other policy changes apply broadly across the County of Wellington.

### BACKGROUND

In September 2019, County Council authorized the Planning and Development Department to proceed with the County Official Plan Review, which includes a Municipal Comprehensive Review (MCR) component under the Growth Plan for the Greater Golden Horseshoe (Growth Plan, 2019 as amended) and a 5-year review component. The Minister of Municipal Affairs and Housing advised that municipalities may choose to use a phased approach, which includes more than one official plan amendment, to achieve conformity with the Growth Plan.

The County Official Plan Review has been primarily focused on the MCR technical work required by the Growth Plan and implemented through the following phased amendments:

#### **OPA 119 (County Growth Structure)**

- May 2022 County Council adoption
- May 2024 final Provincial decision via Bill 162

#### **OPA 120 (County Growth Forecast)**

- February 2023 County Council adoption
- July 2024 final Provincial decision

**OPA 123 (Future Development Lands)**

- October 2024 County Council adoption
- November 2024 to Province for a decision

The Province recently concluded a process to streamline and combine the 2020 Provincial Policy Statement (PPS) and 2019 Growth Plan for the Greater Golden Horseshoe (Growth Plan). The 2024 PPS came into effect October 20, 2024 and all land use planning decisions are required to be consistent with its policies.

OPA 126 is the fourth amendment of the County's phased Official Plan Review.

**BASIS**

This County-initiated amendment is based on the following:

- A detailed review of the County of Wellington's population, household and employment growth forecasts and allocations to 2051 as approved by the Province through OPA 120 in July 2024;
- An in-depth Land Needs Assessment carried out in accordance with the methodology established by the Province, to assess the quantity of land required to accommodate the County's forecasted growth to 2051;
- Results of a further density scenario assessment conducted by the Township of Centre Wellington which increased the overall greenfield density from 47 people and jobs per hectare to 52 people and jobs per hectare (but maintained the intensification rate of 20%).
- Results of the evaluation and overall recommendations for where the Township can most feasibly expand its urban boundaries; and
- An Agricultural Impact Assessment.

This amendment is being processed under Section 26 of the Planning Act.

**PUBLIC AND AGENCY INPUT**

A Special Meeting of County Official was held in June 2021 for the Official Plan Review.

This Official Plan Amendment (OPA 126) has been informed by previous consultations on the Phase 1 MCR Report: Urban Structure and Growth Allocations and Phase 2 MCR Report: Land Needs Report which included:

- Technical Resource Team (TRT) meetings through 2021
- Ongoing discussions with Ministry of Municipal Affairs and Housing staff
- Virtual Public Information Centre (PIC) to present Draft Phase 1 Report in June 2021
- Virtual Public Information Centre (PIC) to present Draft Phase 2 Report in December 2021
- Circulation of draft Phase 1 Report for comment from June to July 2021 to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- Circulation of draft Phase 2 Report for comment from April to May 2022 to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- Numerous County Planning Committee reports have documented the results of public consultation and engagement

The direct consultation for OPA 126 included:

- Circulation to the Ministry of Municipal Affairs and Housing in November 2024
- Circulation to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders in December 2024 and February 2025
- Statutory Open House on March 3, 2025
- Statutory Public Meeting on March 13, 2025

Notice of the statutory open house and public meeting was provided in accordance with the Planning Act and advertised in the Wellington Advertiser. To obtain further public feedback, notification of engagement opportunities was provided through the project email list and website updates. County staff received and reviewed over 40 written submissions regarding OPA 126.

## **PART B - THE AMENDMENT**

All of this part of the document entitled **Part B - The Amendment**, consisting of the following text and schedules constitutes Amendment No 126 to the County of Wellington Official Plan.

### **DETAILS OF THE AMENDMENT**

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

#### **PART 1 – INTRODUCTION**

1. THAT Section 1.2 Wellington County is amended by deleting “89,500 (in 2006)” and replacing it with “100,800 (in 2021)”.
2. THAT Section 1.3 The Plan is amended by adding the text “to 30” to the first sentence of the Section so that it reads as follows:

“This Official Plan is a legal document intended to give direction over the next 20 to 30 years, to the physical development of the County, its local municipalities and to the long term protection of County resources.”

#### **PART 2 – WELLINGTON’S PLANNING VISION**

3. THAT Section 2.4 The Province is amended by:
  - a. Deleting the phrase “Provincial Policy Statement” in the last sentence of the first paragraph and replacing it with “Provincial Planning Statement”.
  - b. Deleting the second paragraph in its entirety.
  - c. Deleting the first sentence of the third paragraph in its entirety and replacing it with the following:

“The province has established a Greenbelt Plan which maintains policy connections to the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe (2019, as amended).”

4. THAT Section 2.7 Local Planning is amended by:
- a. Deleting the fifth paragraph in its entirety and replacing it with the following:
 

“Local municipalities will also exercise *development* control functions in a manner consistent with the Provincial Planning Statement, Greenbelt Plan, County Official Plan and any local official plans.”
  - b. Adding the following text to the end of the Section:
 

“Local municipalities will also follow a phasing process for extending and sequencing growth in accordance with Section 3.6 of this Plan.”

### **PART 3 – WELLINGTON COUNTY GROWTH STRATEGY**

5. THAT Section 3.3 Guiding growth is amended by:
- a. Deleting the word “and” at the end of the eleventh bullet;
  - b. Changing the punctuation at the end of the twelfth bullet from a period to a semi-colon and adding the word “and”;
  - c. Adding a new bullet at the end of the Section which states the following:
 

“• to establish and implement phasing policies, where appropriate, to ensure that *development* within designated greenfield areas is orderly and aligns with the timely provision of the infrastructure and public service facilities.”
  - d. Deleting the target number of “20” percent and replace it with “15” percent under subsection 3.3.1 Targets – Residential Intensification.
  - e. Adding the following text after the first sentence of Subsection 3.3.1 Targets – Residential Intensification:
 

“Local municipalities are encouraged to exceed the minimum target and the Township of Centre Wellington and Township of Wellington North are encouraged to exceed a minimum target of 20 percent.”

- f. Adding the following text after the first sentence of subsection 3.3.1 Targets – Greenfield Density:

“All local municipalities are encouraged to exceed the overall minimum density target, and the Township of Centre Wellington is encouraged to exceed an overall minimum density target of not less than 52 residents and jobs per hectare.

Lands added to the *designated greenfield area* of Fergus through Official Plan Amendment 126 will be planned to achieve an overall minimum density target of not less than 56 residents and jobs per hectare.

Lands added to the *designated greenfield area* of Elora-Salem through Official Plan Amendment 126 will be planned to achieve an overall minimum density target of not less than 53 people and jobs per hectare.”

6. THAT a new Section 3.6 Phasing Growth is added as follows:

**“3.6 PHASING GROWTH**

Local municipalities, in coordination with the County, shall identify the logical and timely extension and sequencing of growth in *designated greenfield areas* as indicated on Schedule A (County Growth Structure). The process for phasing growth in Primary Urban Centres shall include the following:

- a) a Secondary Plan implemented through a County or local Official Plan Amendment;
- b) a County Official Plan Amendment and/or local Official Plan Amendment;
- c) a Growth Management and Phasing Plan approved by a local Council;  
or
- d) a combination of any of the above.

Growth will be phased to address availability, feasibility and plans for staging extensions or improvement of *municipal sewage services, municipal water services*, roads, active transportation, other *infrastructure* and *public service facilities* to support fully serviced and *complete communities* and *employment areas*. Other County or local planning criteria considered appropriate in the circumstances may also apply.

Phasing will sequence *development* to ensure the substantial completion of new community area and *employment areas* before additional community areas and *employment areas* are opened up for development.

Land identified for urban *development* or future urban *development* within primary urban centres may include active *agricultural uses*. Phasing options should be considered to keep lands in agricultural production and leave agricultural infrastructure in place until the land is to be developed.

This policy does not apply to prevent the completion of previously approved development, logical infilling or *development* of a minor nature if the overall intent of this section is met.”

#### **PART 4 – GENERAL COUNTY POLICIES**

7. THAT Section 4.2 Economic Development is amended by deleting the phrase “through a *municipal comprehensive review* and” from the first sentence of subsection 4.2.2 Conversion;
8. THAT Section 4.3 Farmland Protection is amended by deleting the phrase “*municipal comprehensive review*” from subsection 4.3.3(b) Policy Direction;
9. THAT Section 4.4 Housing is amended by:
  - a. Adding the phrase “a minimum of” to subsection 4.4.4(b) Greenfield Housing after the phrase “density target of”;
  - b. Removing “strive to” from the beginning of subsection 4.4.4(b)(i) Greenfield Housing;
10. THAT Section 4.6 Impact Assessment is amended by:
  - a. Adding the following subsection heading “4.6.5.1 Rural Development in Prime or Secondary Agricultural Areas” immediately following the heading for subsection 4.6.5 Agricultural Impact Assessment;
  - b. Adding the following subsection:
 

**“4.6.5.2 Urban Development Adjacent to Prime Agricultural Land**  
Where *development* is proposed in primary urban centres within 300 metres of designated *prime agricultural land*, a Council may require an assessment of the impacts the *development* may have on agricultural activities in the area. An assessment may include methods to minimize and mitigate the impact on *agricultural uses*, having regard for the nature and type of the *agricultural uses* and the sensitivity of the proposed urban land uses.

Examples of such methods may include, but are not limited to, planning and design approaches which maximize the separation between agricultural and non-agricultural uses by considering density, road and lot patterns; and those which provide deterrents to trespassing on farms such as fences, vegetated buffers and berms where warranted.”
11. THAT Section 4.8 Expansion of Primary Urban Centres, Secondary Urban Centres and Hamlets is amended by:

- a. Deleting the phrase “as part of a *municipal comprehensive review*” from the first sentence of subsection 4.8.2 Primary Urban Centre Expansion Criteria;
  - b. Deleting the phrase “as approved by the Province” and adding the phrase “the phasing policies of Section 3.6,” to subsection 4.8.2(c) Primary Urban Centre Expansion Criteria;
  - c. Deleting the phrase “on a *municipal comprehensive review* and” and replace it with “on the” to the second sentence of subsection 4.8.3 Secondary Urban Centre Expansion;
  - d. Deleting the phrase “on a municipal comprehensive review and” from the third sentence of subsection 4.8.4 Hamlet Expansion;
12. THAT Section 4.9 Water Resources is amended by deleting the remainder of the text which follows the phrase “Please note that the Source Protection Plans are amended from time to time and for an up to date list of a SPP’s specific land use policies, the reader should consult the specific SPP.” from subsection 4.9.5.5 Source Protection Plan Specific Land Use Policies.

## **PART 9 – LOCAL PLANNING POLICY**

13. THAT Section 9.2 Centre Wellington Local Policies is amended by deleting subsection 9.2.5 Community Planning Study Area in its entirety.
14. THAT Section 9.2 Centre Wellington Local Policies, new subsection 9.2.5 is added as follows:

### **“9.2.5 Fergus and Elora/Salem Fringe Area**

Lands added to the Employment Area on Schedule “A” through Official Plan Amendment 126 are planned to contain industrial uses in the future. Where practical, future urban development will be planned to reduce nuisance issues related to odour from existing livestock operations by locating new infrastructure, storage, parking and other appropriate non-sensitive uses closest to the areas of existing livestock operations.

Minimum Distance Separation II (MDS II) relief may need to be considered for potential future expansions to the livestock operations located at 6235 Guelph Street, 6374 Wellington Road 7 and 6340 Wellington Road 7. Zoning relief may be used to consider such expansions to ensure future viability of these operations while also ensuring that expansion is managed so that impacts to urban areas will be mitigated.”

15. THAT Section 9.9 Greenbelt Policies (Erin and Puslinch) is amended by removing the phrase “and hamlet of Ballinafad” from the second sentence of the second paragraph and replacing it with “and the hamlets of Ballinafad and Brisbane.”
16. THAT Section 9.9 Greenbelt Policies (Erin and Puslinch) is amended by adding the following sentence to the end of the first paragraph of subsection 9.9.3 Relationship to the Official Plan:

“Where the Greenbelt Plan contains policy references to the Provincial Policy Statement, 2020 and the Growth Plan for the Greater Golden Horseshoe, 2019 those policy connections shall continue to apply.”

17. THAT Section 9.9 Greenbelt Policies (Erin and Puslinch), subsection 9.9.7 Settlement Areas to the Official Plan is amended by removing the first sentence of the second paragraph which reads:

“The Greenbelt Plan places settlements into two categories: Towns/Villages, which in Wellington are the designated primary urban centres of Hillsburgh and Erin and the designated secondary urban centre of Morriston; and Hamlets, which in Wellington is the designated Hamlet of Ballinafad. These *settlement areas* are shown on Schedules B2-1 and B7-3.”

And replacing it with the following:

“The Greenbelt Plan places settlements into two categories: Towns/Villages, which in Wellington are the designated primary urban centres of Hillsburgh and Erin and the designated secondary urban centre of Morriston; and Hamlets, which in Wellington are the designated Hamlet of Ballinafad and Brisbane. These *settlement areas* are shown on Schedules B2-1 and B7-3.”

18. THAT Section 9.9 Greenbelt Policies (Erin and Puslinch), subsection 9.9.7 under the Hamlets heading is amended by adding the words “and Brisbane” following the word “Ballinafad”.

## **PART 15 – DEFINITIONS**

19. THAT Part 15 – Definitions is amended by deleting the defined term for “Municipal Comprehensive Review”.

## **SCHEDULES**

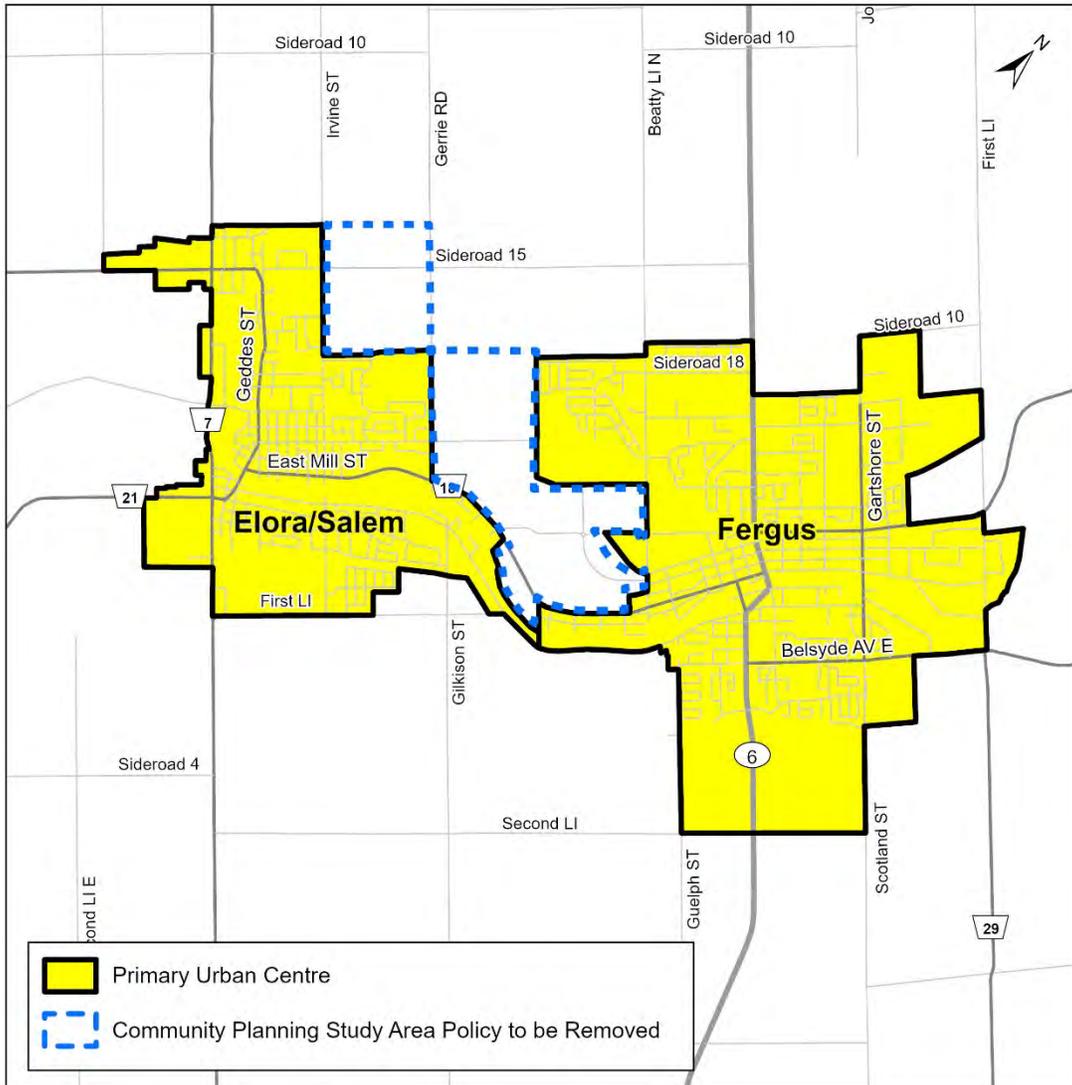
1. County Growth Structure Schedule A and Schedule A1 (Centre Wellington) is amended by identifying new Designated Greenfield Area lands and Employment Area lands as shown on Schedule “A-1”.

2. County Land Use Schedule B1 (Centre Wellington) is amended by adding lands to the Primary Urban Centres of Fergus and Elora-Salem as shown on Schedule "A-2". The Greenlands and Core Greenlands designations are to remain unchanged.
3. That any necessary changes to the Schedules and Appendices of the Official Plan be made to reflect the new boundaries of Fergus and Elora-Salem.
4. County Land Use Schedule B1 (Centre Wellington) is amended by removing the Community Planning Study Area as shown on Schedule "A-3".
5. Land Use Schedule B2-1 (Greenbelt Plan - Erin) is amended by identifying the Greenbelt Protected Countryside and Greenbelt Natural Heritage System in accordance with Provincial mapping as shown on Schedule "A-4".
6. Sourcewater Protection Schedule C1 (Centre Wellington), C2 (Erin), C3 (Guelph/Eramosa), C4 (Mapleton), C5 (Minto), C6 (Wellington North) and C7 (Puslinch) in accordance with approved Source Protection Plans as shown on Schedule "A-5", "A-6", "A-7", "A-8", "A-9", "A-10" and "A-11".
7. Mineral Aggregate Resource Overlay Schedule D is amended by removing lands from the Sand and Gravel Resources of Primary and Secondary Significance as shown on Schedule "A-12".



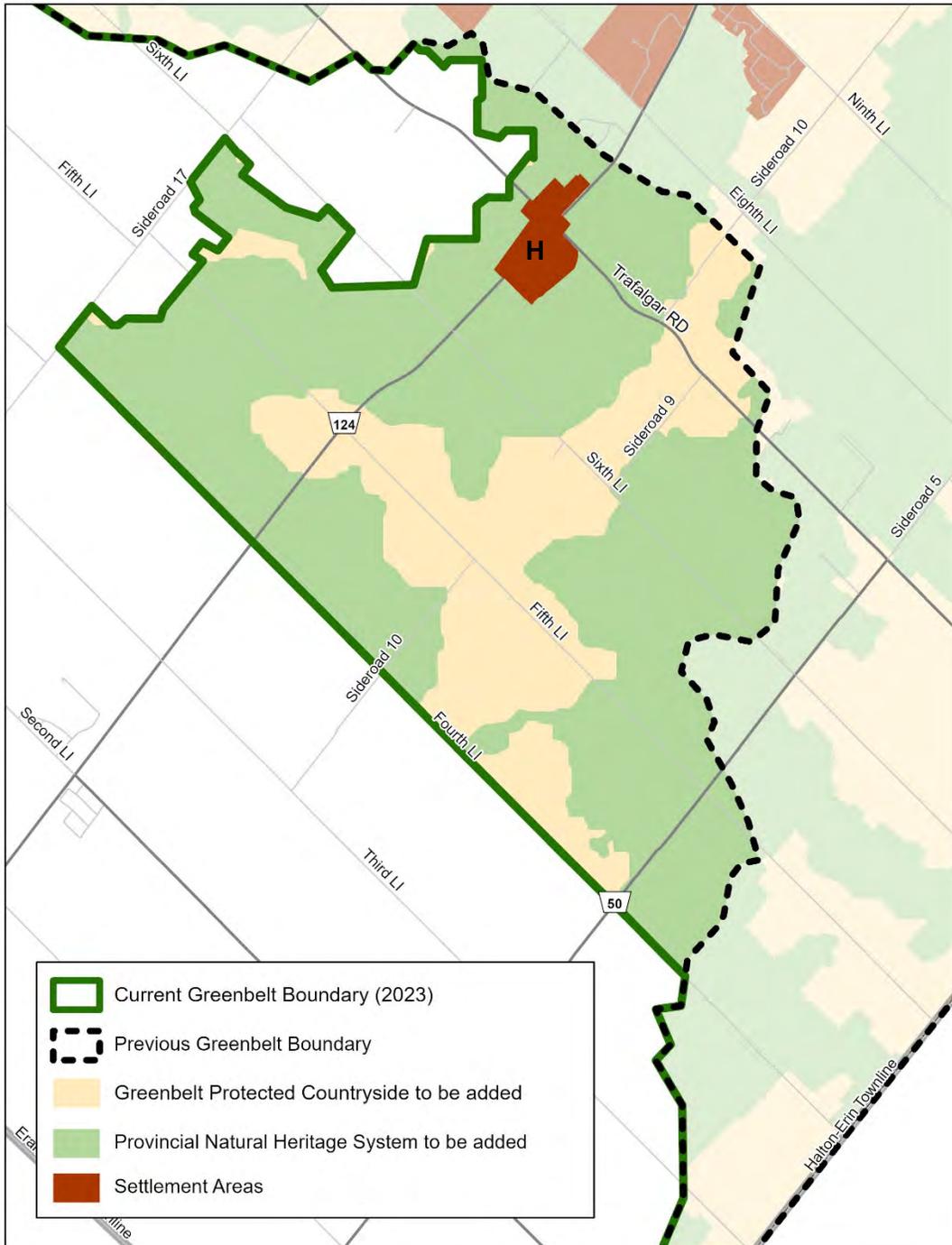


THE CORPORATION OF THE COUNTY OF WELLINGTON  
**SCHEDULE "A-3"**  
OF  
OFFICIAL PLAN AMENDMENT NO. 126



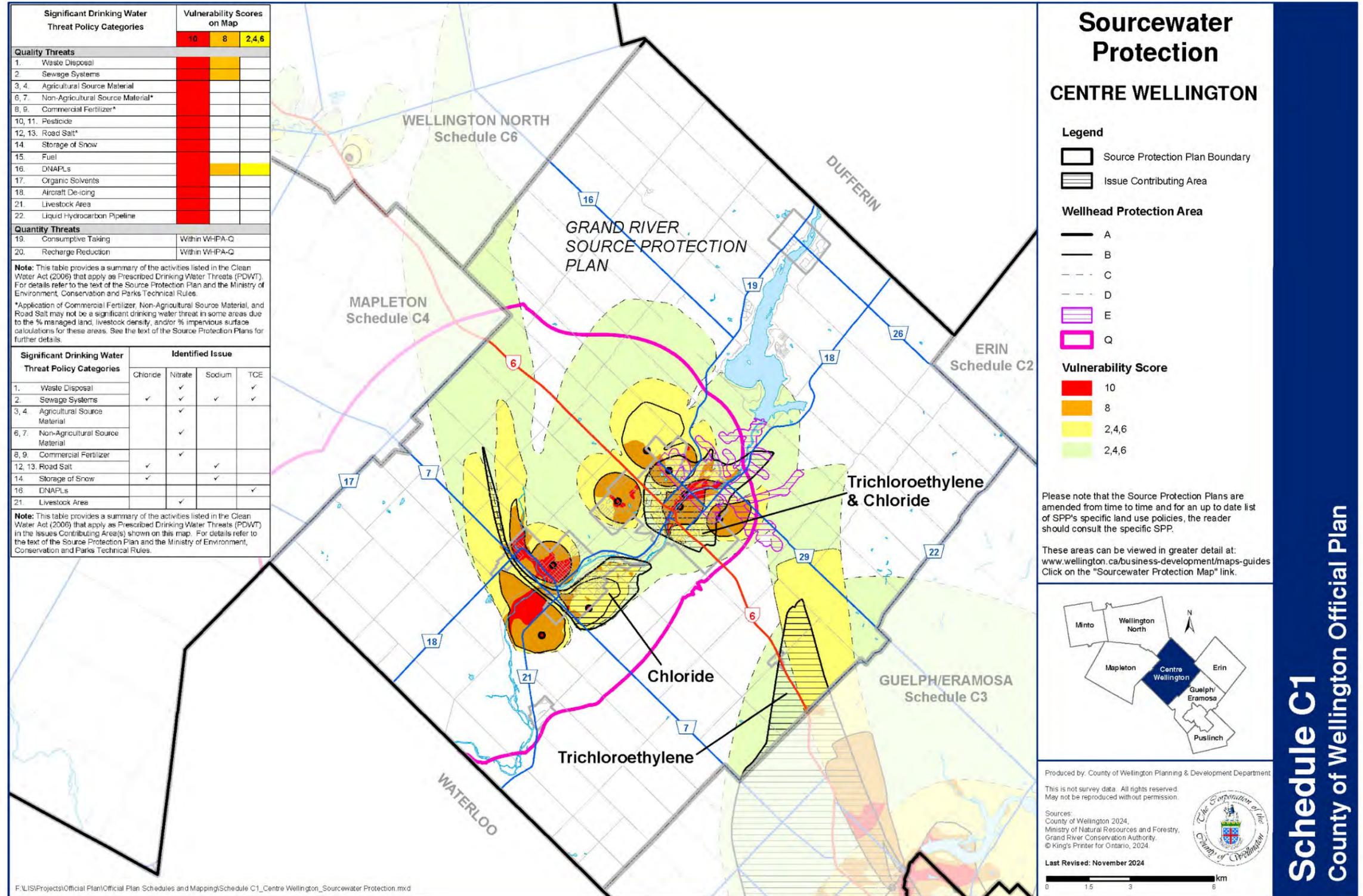
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**SCHEDULE "A-4"**  
OF  
OFFICIAL PLAN AMENDMENT NO. 126



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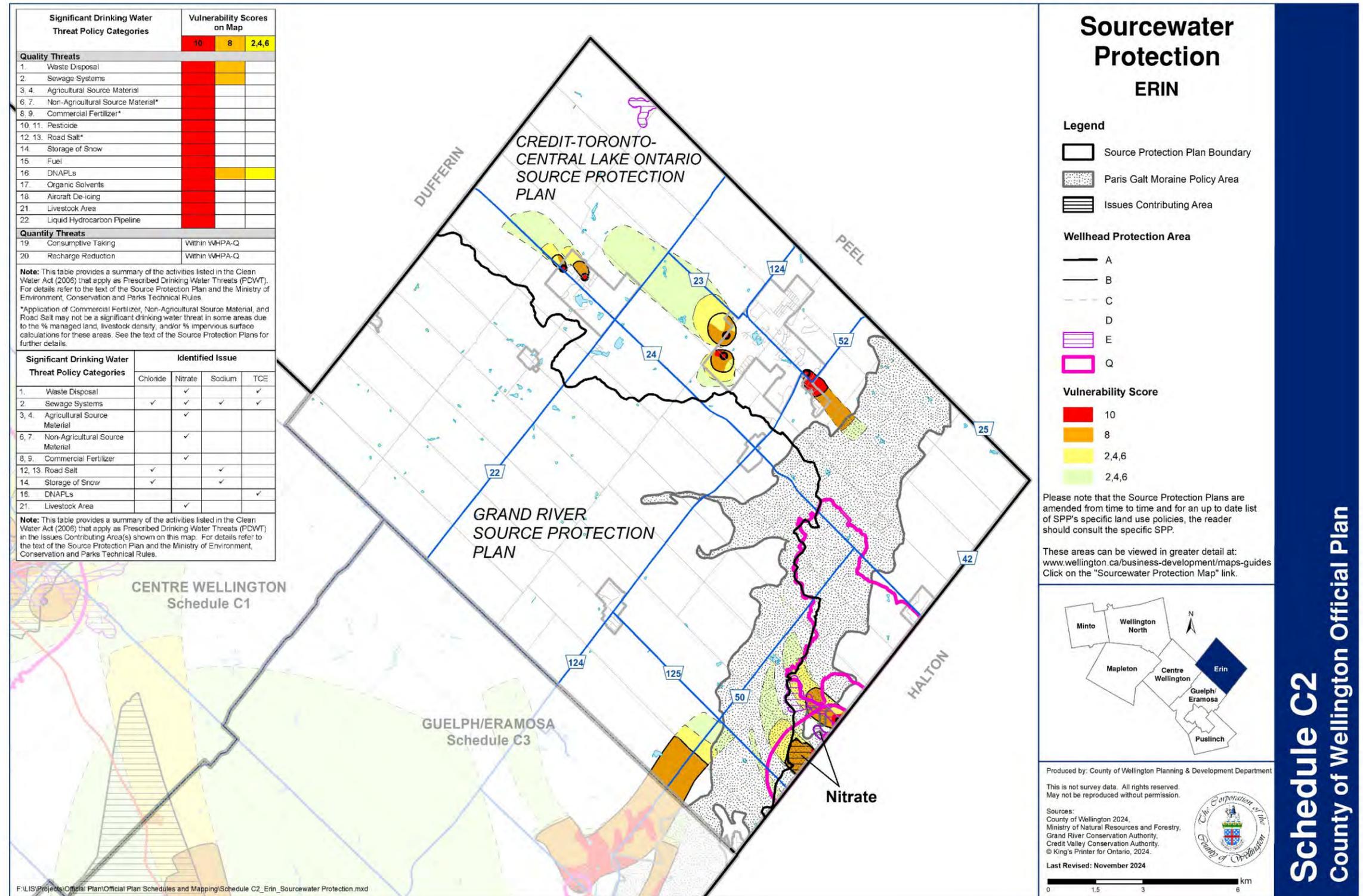
SCHEDULE "A-5" OF OFFICIAL PLAN AMENDMENT NO. 126



Schedule C1  
County of Wellington Official Plan

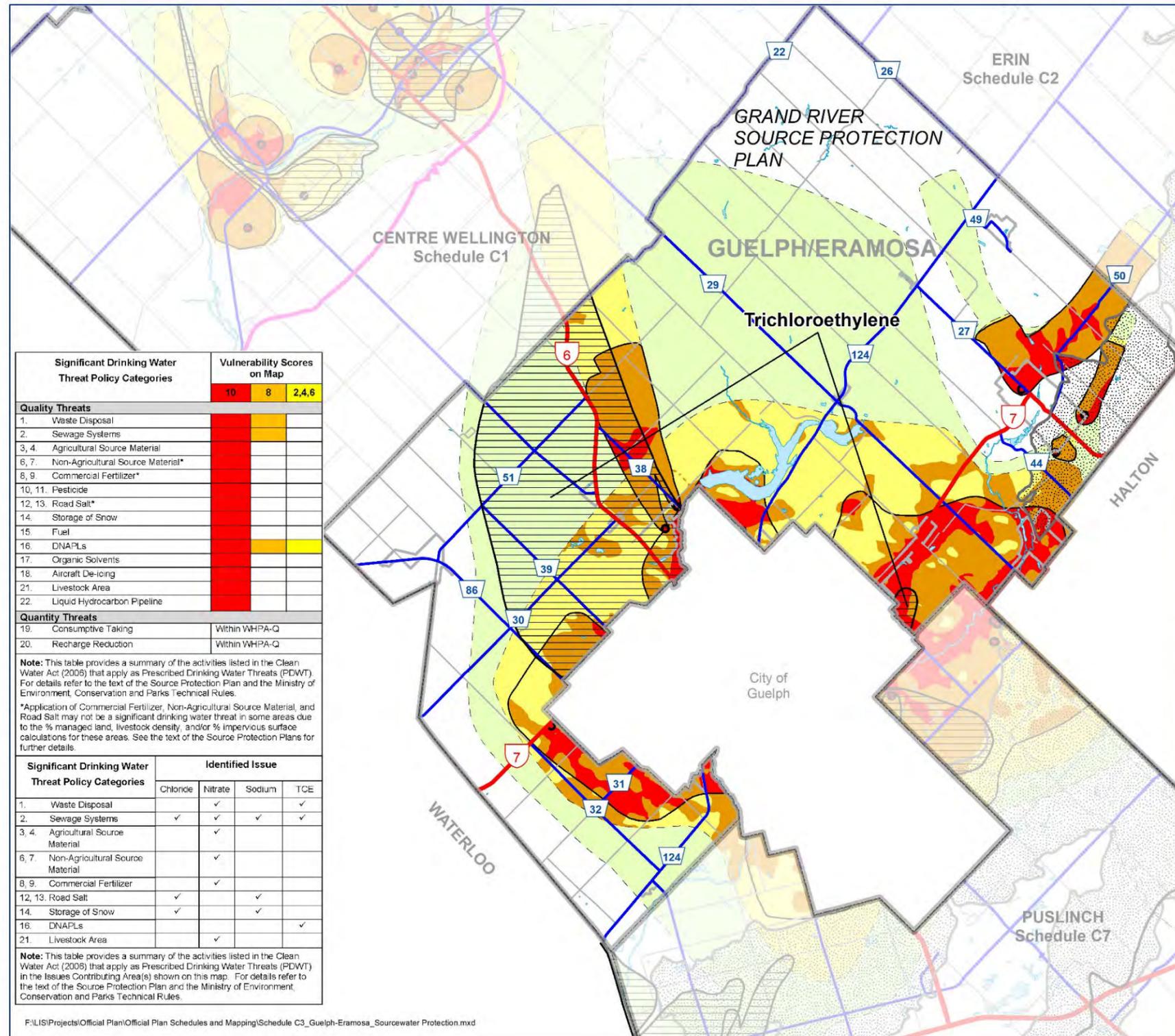
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SCHEDULE "A-6" OF OFFICIAL PLAN AMENDMENT NO. 126



THE CORPORATION OF THE COUNTY OF WELLINGTON

SCHEDULE "A-7" OF OFFICIAL PLAN AMENDMENT NO. 126



Significant Drinking Water Threat Policy Categories	Vulnerability Scores on Map		
	10	8	2,4,6
<b>Quality Threats</b>			
1. Waste Disposal			
2. Sewage Systems			
3, 4. Agricultural Source Material			
6, 7. Non-Agricultural Source Material*			
8, 9. Commercial Fertilizer*			
10, 11. Pesticide			
12, 13. Road Salt*			
14. Storage of Snow			
15. Fuel			
16. DNAPLs			
17. Organic Solvents			
18. Aircraft De-icing			
21. Livestock Area			
22. Liquid Hydrocarbon Pipeline			
<b>Quantity Threats</b>			
19. Consumptive Taking	Within WHPA-Q		
20. Recharge Reduction	Within WHPA-Q		

**Note:** This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT). For details refer to the text of the Source Protection Plan and the Ministry of Environment, Conservation and Parks Technical Rules.

\*Application of Commercial Fertilizer, Non-Agricultural Source Material, and Road Salt may not be a significant drinking water threat in some areas due to the % managed land, livestock density, and/or % impervious surface calculations for these areas. See the text of the Source Protection Plans for further details.

Significant Drinking Water Threat Policy Categories	Identified Issue			
	Chloride	Nitrate	Sodium	TCE
1. Waste Disposal		✓		✓
2. Sewage Systems	✓	✓	✓	✓
3, 4. Agricultural Source Material		✓		
6, 7. Non-Agricultural Source Material		✓		
8, 9. Commercial Fertilizer		✓		
12, 13. Road Salt	✓		✓	
14. Storage of Snow	✓		✓	
16. DNAPLs				✓
21. Livestock Area		✓		

**Note:** This table provides a summary of the activities listed in the Clean Water Act (2006) that apply as Prescribed Drinking Water Threats (PDWT) in the Issues Contributing Area(s) shown on this map. For details refer to the text of the Source Protection Plan and the Ministry of Environment, Conservation and Parks Technical Rules.

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Sourcewater Protection

GUELPH/ERAMOSA

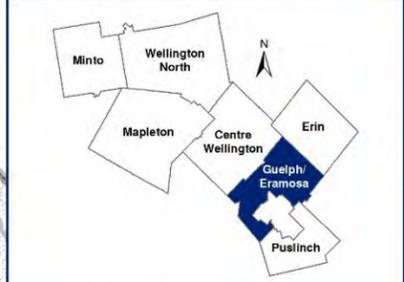
- Legend**
- Source Protection Plan Boundary
  - Paris Galt Moraine Policy Area
  - Issues Contributing Area

- Wellhead Protection Area**
- A
  - B
  - C
  - D

- Vulnerability Score**
- 10
  - 8
  - 2,4,6
  - 2,4,6

Please note that the Source Protection Plans are amended from time to time and for an up to date list of SPP's specific land use policies, the reader should consult the specific SPP.

These areas can be viewed in greater detail at: [www.wellington.ca/business-development/maps-guides](http://www.wellington.ca/business-development/maps-guides) Click on the "Sourcewater Protection Map" link.



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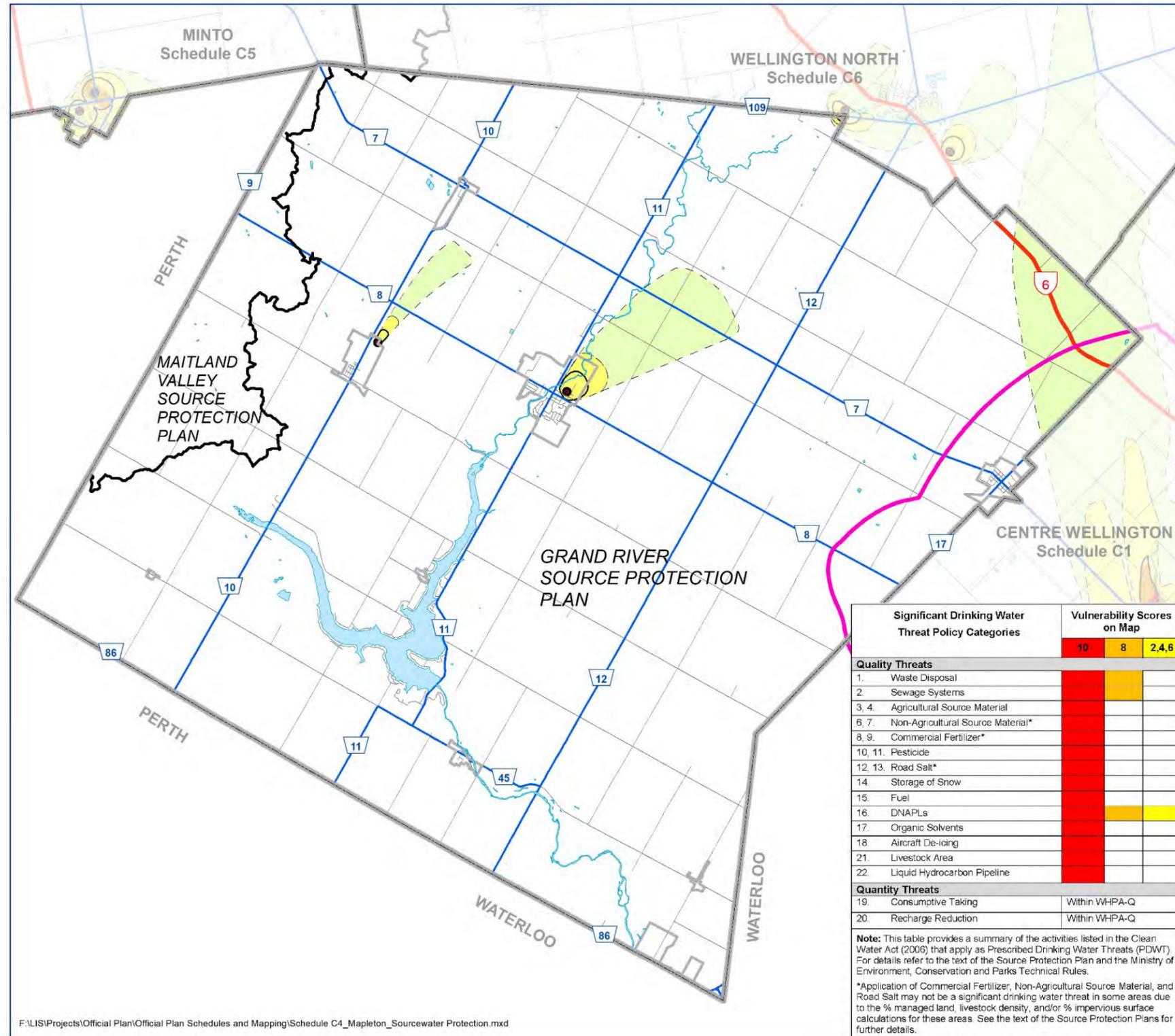
Last Revised: November 2024



Schedule C3 County of Wellington Official Plan

THE CORPORATION OF THE COUNTY OF WELLINGTON

SCHEDULE "A-8" OF OFFICIAL PLAN AMENDMENT NO. 126



Sourcewater Protection MAPLETON

**Legend**

- Source Protection Plan Boundary

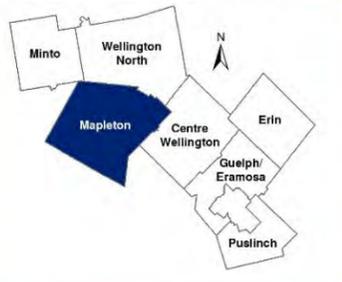
**Wellhead Protection Area**

- A
- B
- C
- D
- Q

**Vulnerability Score**

- 10
- 8
- 2,4,6
- 2,4,6

Please note that the Source Protection Plans are amended from time to time and for an up to date list of SPP's specific land use policies, the reader should consult the specific SPP. These areas can be viewed in greater detail at: [www.wellington.ca/business-development/maps-guides](http://www.wellington.ca/business-development/maps-guides) Click on the "Sourcewater Protection Map" link.

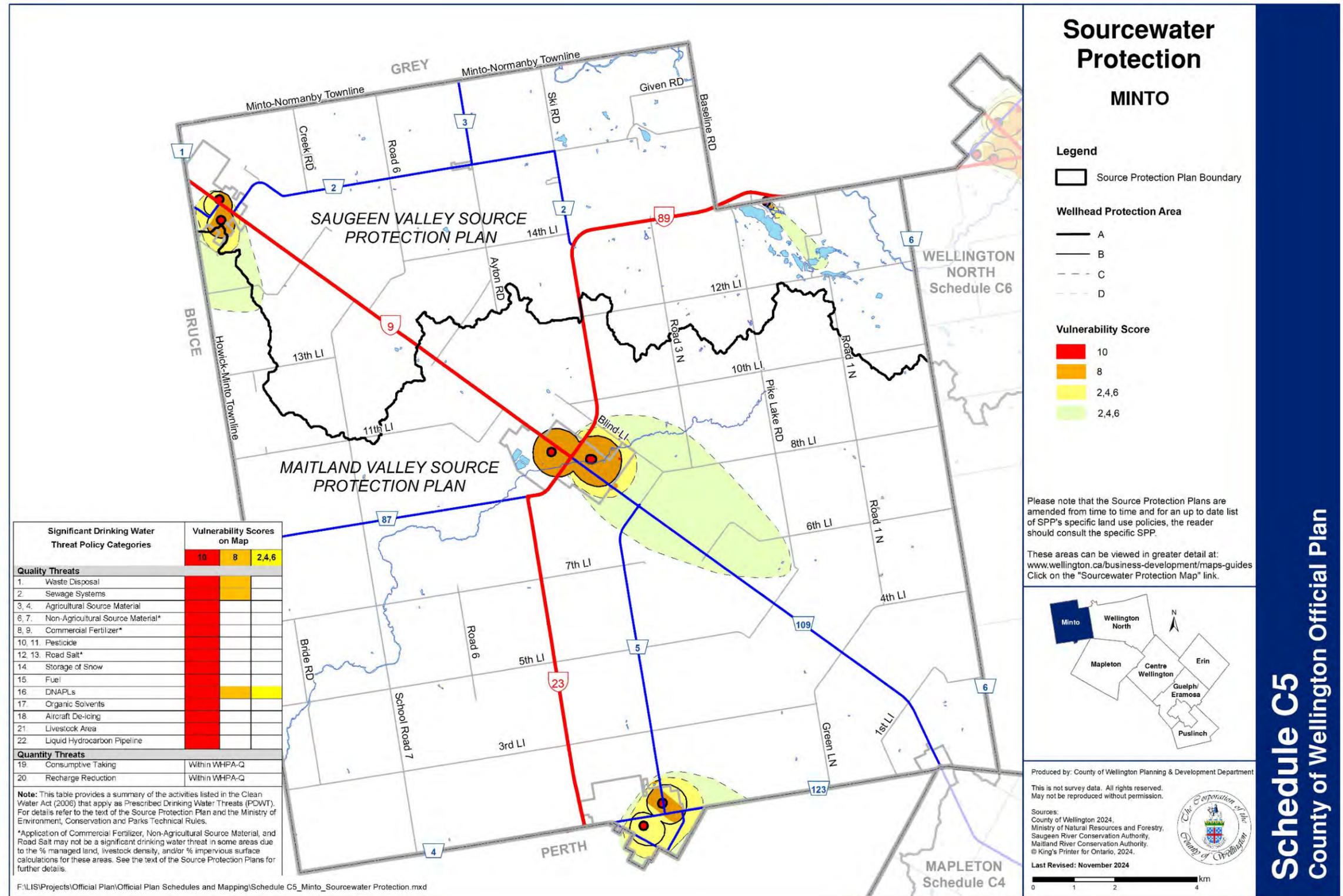


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 Last Revised: November 2024

Schedule C4  
County of Wellington Official Plan

THE CORPORATION OF THE COUNTY OF WELLINGTON

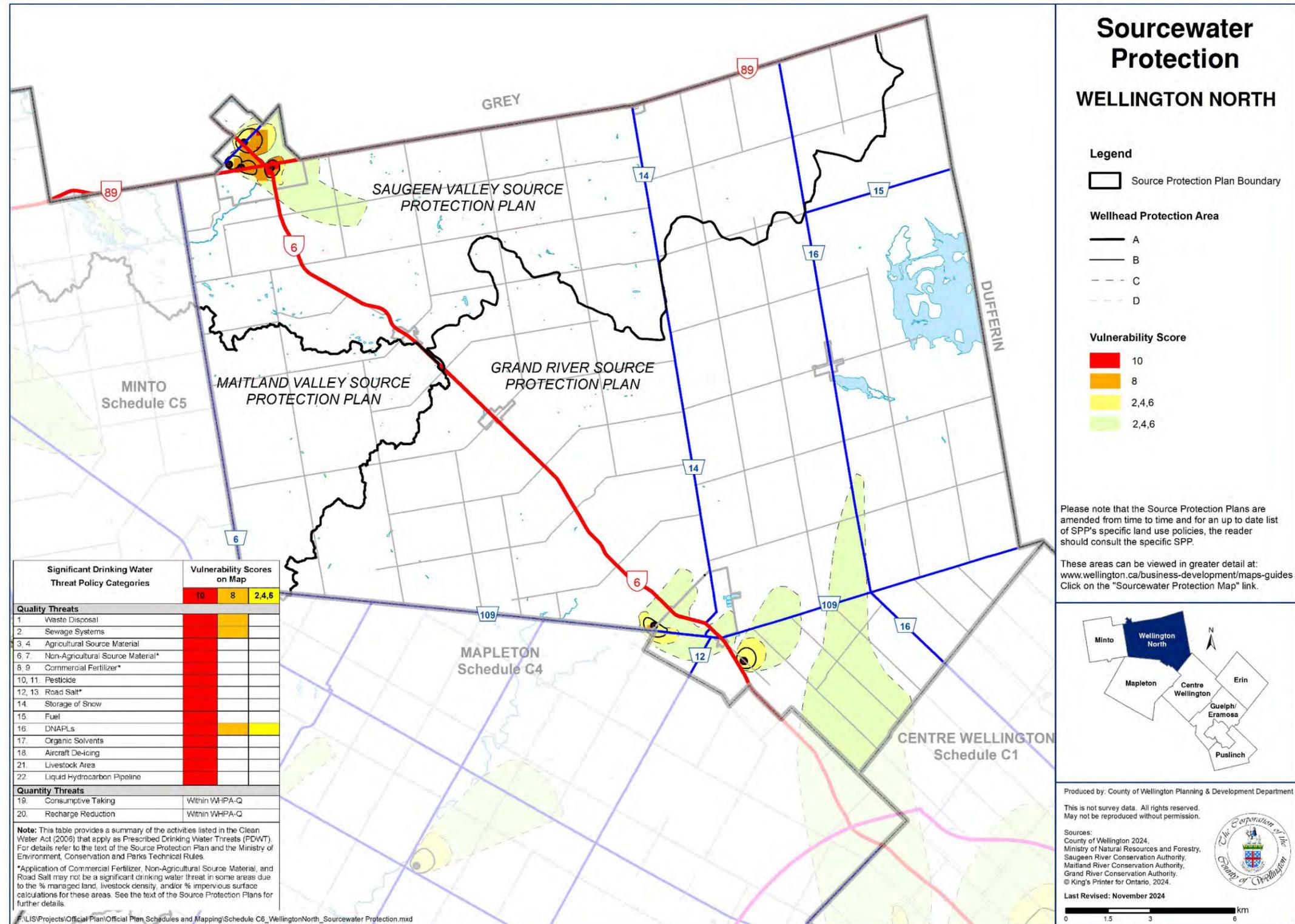
SCHEDULE "A-9" OF OFFICIAL PLAN AMENDMENT NO. 126



Schedule C5  
County of Wellington Official Plan

THE CORPORATION OF THE COUNTY OF WELLINGTON

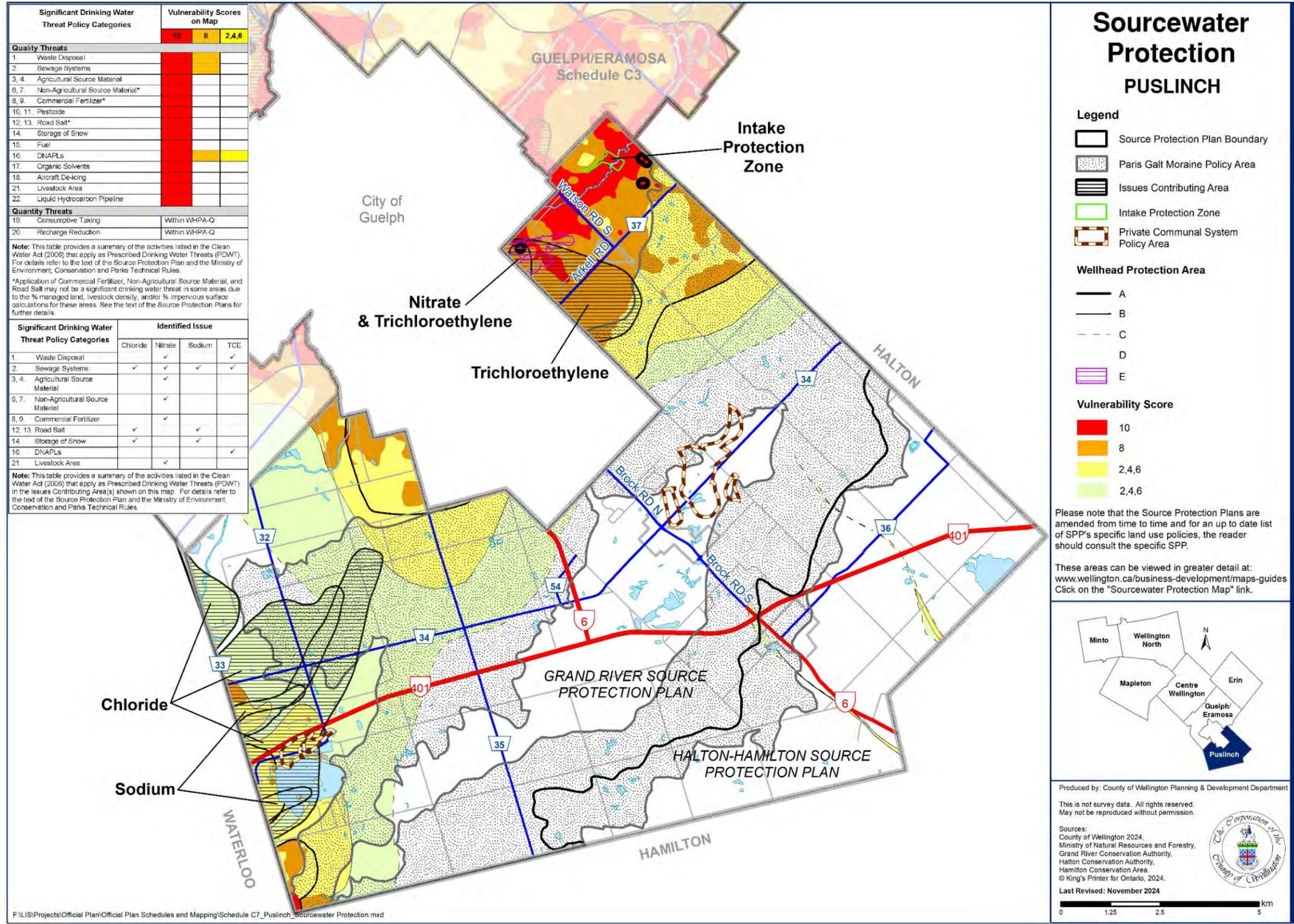
SCHEDULE "A-10" OF OFFICIAL PLAN AMENDMENT NO. 126



Schedule C6  
County of Wellington Official Plan

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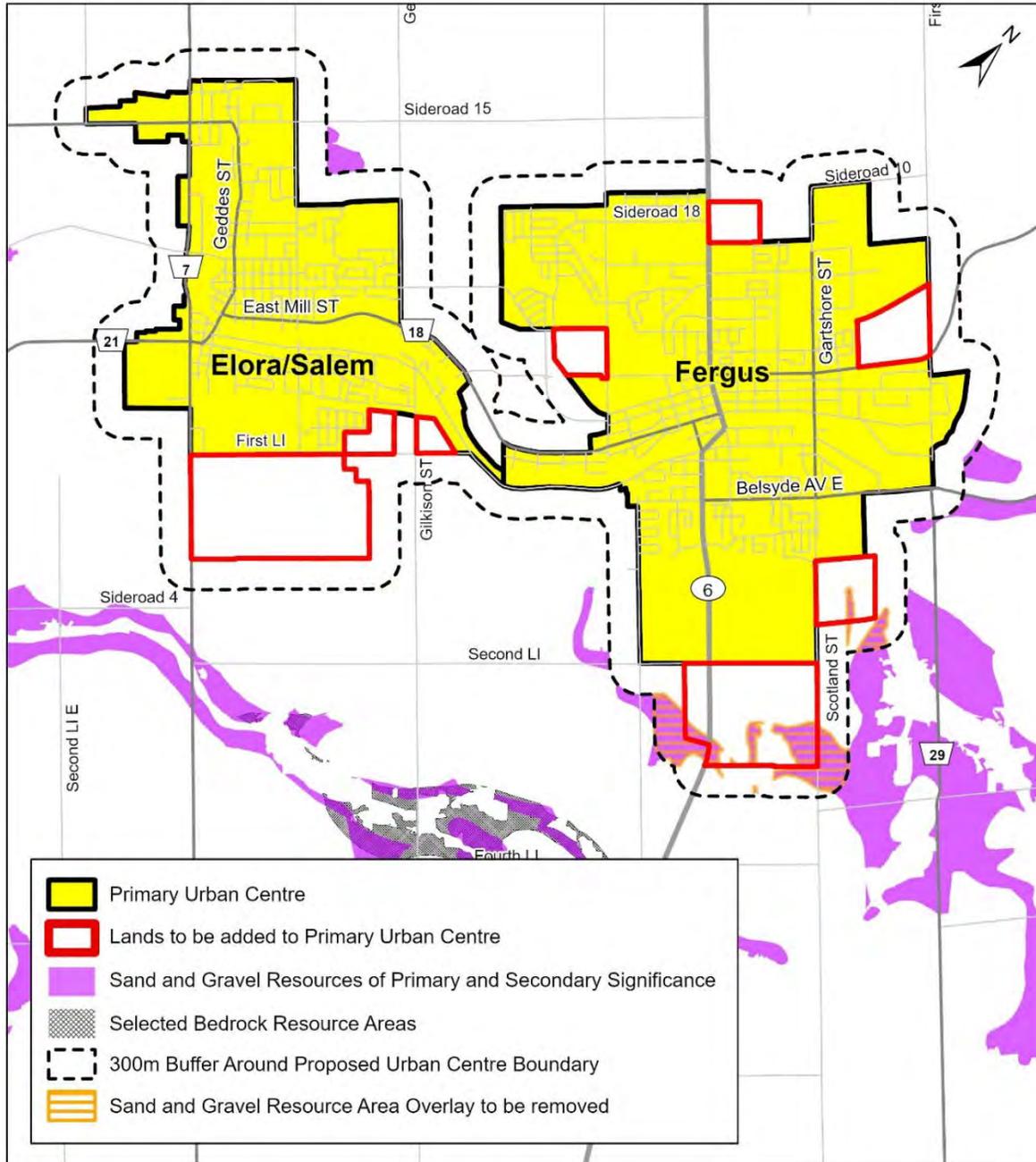
SCHEDULE "A-11" OF OFFICIAL PLAN AMENDMENT NO. 126



Schedule C7  
County of Wellington Official Plan

THE CORPORATION OF THE COUNTY OF WELLINGTON

**SCHEDULE "A-12"**  
OF  
OFFICIAL PLAN AMENDMENT NO. 126



## Appendix B

### Summary – Alignment of Final Draft OPA 16 with Provincial Policies

#### B.1 Growth Management

<b>Policy Area</b>	<b>2024 PPS</b>	<b>OPA 126</b>
<b>Growth Forecasts</b>	Requires the County to identify and allocate population, housing and employment projections for the municipalities in Wellington.	OPA 126 is based on the County Official Plan forecasts and allocations approved by the Province in July 2024.
	Allows for Wellington County to continue to forecast growth using population and employment forecasts previously issued by the Province for the purposes of land use planning.	The Official Plan forecasts are based on those previously issued by the Province for land use planning via the Growth Plan for the Greater Golden Horseshoe.
<b>Planning horizon for land needs</b>	20 to 30-year time horizon required.	OPA 126 is based on the 2051 horizon contained in the County Official Plan which falls within the 20 to 30-year range.
<b>Intensification targets</b>	Requires County to establish and implement minimum targets for intensification.	OPA 126 implements a minimum 15% County-wide intensification target. Local municipalities are encouraged to exceed the target and Centre Wellington and Wellington North are encouraged to exceed a minimum target of 20%.
<b>Density targets</b>	Encourages planning authorities to establish density targets for designated growth areas (lands within urban boundaries or added to urban boundaries that have not yet been fully developed).	OPA 126 encourages municipalities to exceed a minimum County-wide target of 40 residents and jobs per hectare in designated greenfield areas.
	Requires County, in consultation with Member Municipalities, to establish density targets for growth and development taking place in expanded settlement areas.	The amendment includes policies which encourage Centre Wellington to exceed a minimum density target of 52 residents and jobs per hectare together with specific density targets by urban centre applicable to lands added through OPA 126.
<b>Phasing policies</b>	Encourages County to establish and implement phasing policies.	OPA 126 includes new phasing policies.

Policy Area	2024 PPS	OPA 126
<b>Settlement area boundary expansions</b>	Section 2.3.2 includes simplified and scoped policy criteria for settlement area boundary expansions.	<p>The location of recommended urban boundary expansions was based on the application of the County Urban Boundary Expansion Review Framework. There was a Township-led evaluation process in consultation with County staff and a County-led Agricultural Impact Assessment. For additional information see County of Wellington and Township of Centre Wellington reports listed in Section 3.0 of this report.</p> <p>The PPS criteria have been addressed through OPA 126.</p>

## B.2 Assessment of Agricultural Impact

### Avoiding Prime Agricultural Area

The County of Wellington retained Colville Consulting Inc. to complete an Agricultural Impact Assessment (AIA). Normally, avoidance of prime agricultural areas is a priority in the evaluation of alternative locations for urban expansion. Given that all lands surrounding the current urban boundaries of Fergus and Elora-Salem are part of a prime agricultural area, avoidance of prime agricultural areas was not possible as part of the AIA.

However, it is important to note that the Township completed additional technical work aimed at reducing agricultural land consumption. The Township of Centre Wellington retained Watson and Associates to complete a further review of different intensification and designated greenfield area density scenarios for Community Areas. The scenario approved by Township Council is shown in row 3 of Figure B1 and is the basis for the Township's original recommended expansion areas. This scenario implements a higher density for new growth to reduce prime agricultural land consumption. These efforts resulted in a 72 ha (178 ac) reduction of new urban area land required for expansion in the Township.

**Figure B1 Township Increased Density Scenario**  
Centre Wellington Land Need

Township of Centre Wellington Land Need	Community Area <sup>1</sup>	Employment Area <sup>2</sup>	TOTAL
County MCR Phase 2 Results	238 ha	160 ha	398 ha
South Fergus Secondary Plan Adjustment	204 ha	194 ha	398 ha
<b>Township Scenario Review Adjustment (Basis for Township Recommendation)</b>	<b>132 ha</b>	<b>194 ha</b>	<b>326 ha</b>

<sup>1</sup> Community Area is mainly residential but also commercial, office and institutional

<sup>2</sup> Employment Area is industrial designated land

As noted in Figure B2, this reduction of land was realized through an increase in the Township's overall greenfield area density target from 47 residents and jobs per hectare to 52 residents and jobs per hectare.

**Figure B2 Centre Wellington and County-wide Growth Targets**

Target	Centre Wellington	County-wide
Intensification Target	Minimum 20% per year	Minimum 15% per year
County MCR Phase 2 Greenfield Area Density Target	Overall minimum of 47 residents and jobs per hectare	Minimum of 40 residents and jobs per hectare
Township Refined Greenfield Area Density Target	Overall minimum of 52 residents and jobs per hectare  (includes a separate target of 56 residents and jobs per ha for lands being added to Fergus and 53 people and jobs per hectare for Elora-Salem)	Minimum of 40 residents and jobs per hectare

Township of Centre Wellington Council recommended urban boundary expansions of October 28, 2024 were used as a starting point for drafting OPA 126. The County made changes to round out the urban boundaries and to address fragmentation of agricultural land.

Rounding out of the urban boundary includes the addition of small existing developed lots and natural features to create logical urban boundaries. Given the constraints to developing these lands, these areas have not been factored into the tabulation of land need.

The County made changes to the proposed urban boundary to eliminate instances where agricultural parcels would be fragmented and potentially create remnant landlocked agricultural parcels which would be difficult to access for farming. These boundary changes resulted in an additional 37 ha of community area land south of Elora-Salem and an additional 1 ha of employment area land south of Fergus. At 364 ha, this is still lower than the County's total Centre Wellington land need of 398 ha

### **Minimum Distance Separation (MDS)**

There are areas of MDS I encroachment for the Employment lands to be added to the south of Elora-Salem and to the south of Fergus. Staff reviewed the intent of the new PPS policies which provide more flexibility related to MDS for urban boundary expansions. The County received confirmation from the Province that MDS compliance is no longer a requirement for urban boundary expansions but a matter which requires consideration. OPA 126 has been revised to include policies applicable to Employment Area expansions south of Fergus and Elora-Salem to ensure consideration of:

- existing livestock operations when planning for future urban development; and
- potential mitigation of MDS II impacts to nearby livestock operations identified in the AIA.

### County-wide Mitigation Measures

OPA 126 implements recommendations of the AIA and applies them County-wide to address direct and indirect impacts of urban expansion through the following:

- Phasing development to mitigate loss of prime agricultural lands, lands with agricultural infrastructure, and crop land; and
- Through an agricultural impact assessment for urban-side development within 300 metres of prime agricultural land. Methods to minimize and mitigate the impact on agricultural uses depend on the nature and type of agricultural uses and the sensitivity of the proposed urban land uses.

### B.3 Aggregate Resources

#### Existing Operations

The 2024 PPS requires protection of mineral aggregate operations from impacts to their expansion or continued use or incompatibility. There are currently no mineral aggregate operations near the proposed OPA 126 boundary expansions in Centre Wellington.

#### Future Operations or Access to the Resources

The 2024 PPS restricts development and activities where there are known deposits of mineral aggregate resources and on adjacent lands through the following policy (4.5.2.5):

*“In known deposits of mineral aggregate resources and on adjacent lands, development and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:*

- a) resource use would not be feasible; or
- b) the proposed land use or development serves a greater long-term public interest; and
- c) issues of public health, public safety and environmental impact are addressed.”

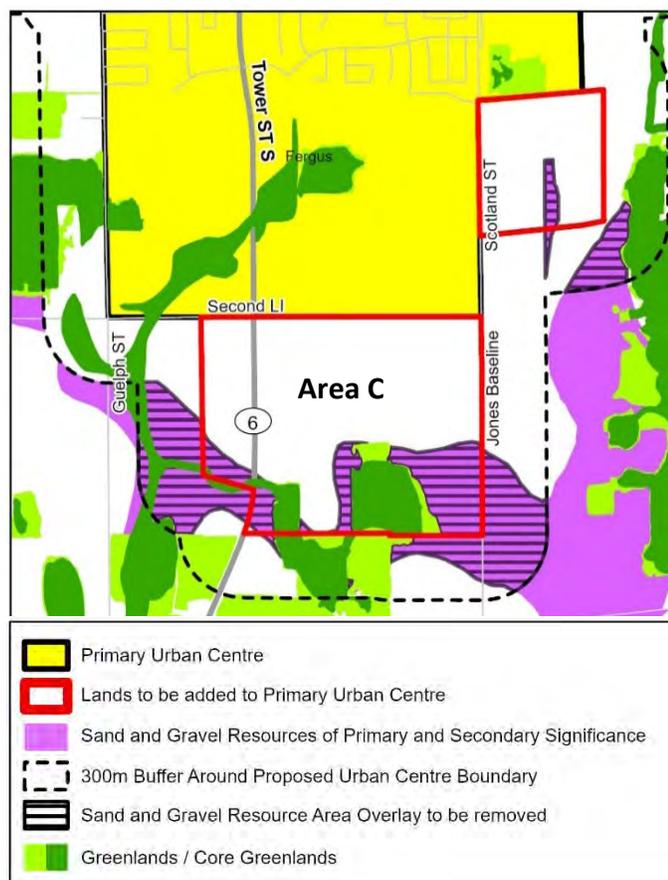
OPA 126 identifies lands to be removed from the Mineral Aggregate Resource Overlay to the south and southeast of Fergus within and 300 metres beyond the proposed new urban boundary. These removals are consistent with Wellington County Official Plan policies which do not include primary urban centres plus 300 metres beyond their boundaries, provincially significant wetlands, other wetlands and significant woodlands within the Overlay. Removal of the overlay does not prohibit extraction but is meant to recognize environmental and land use constraints. A County Official Plan Amendment is required for all new or expanded mineral aggregate operations, regardless of the applicability of the Mineral Aggregate Resource Overlay.

Staff is satisfied that the proposed urban expansion serves a greater long term public interest. Reasonable efforts should be made to use the resource wherever practical, particularly in Area C (Figure B1) where future Industrial uses are directed south of Fergus.

#### PPS 2024 Conclusion

Planning staff are satisfied that OPA 126 is consistent with the 2024 Provincial Planning Statement.

**Figure B1 Detail Map of Proposed Removals from Mineral Aggregate Resource Overlay**



#### 4.2 Provincial Greenbelt Plan, 2017

All decisions on planning applications shall conform with the policies in the Greenbelt Plan. The Greenbelt Plan identifies where urbanization should not occur to provide permanent agricultural and environmental protection.

When the 2024 Provincial Planning Statement came into effect October 20, 2024 it replaced the 2019 Growth Plan for the Greater Golden Horseshoe and the 2020 Provincial Policy Statement, except in the Greenbelt. The Province approved administrative Amendment No. 4 to the Greenbelt Plan which added the following new paragraph to section 1.4.1:

“A reference in this Plan to the PPS is a reference to the Provincial Policy Statement, 2020 as it read immediately before it was revoked and a reference in this Plan to the Growth Plan is a reference to the Growth Plan for the Greater Golden Horseshoe 2019 as it read immediately before it was revoked.”

Our interpretation of the new paragraph is that, in Greenbelt areas of the Province, policy connections to the 2020 PPS and 2019 Growth Plan will continue to apply. OPA 126 implements the intent of Amendment No. 4 and the mapping and text changes in Erin are of a housekeeping nature.

Planning staff are satisfied that OPA 126 conforms with the Greenbelt Plan.

## **Appendix C**

### **OPA 126 Public Open House Meeting Summary**

## Wellington County Official Plan Amendment No. 126 Virtual Public Open House Meeting Summary

Prepared by LURA Consulting

### Background

On March 3, 2025, the County provided an update on the Official Plan Review process and an overview of the proposed OPA No. 126. This amendment identifies urban boundary expansions in Centre Wellington and addresses County-wide policy updates related to growth and other changes. It is part of Urban Phase 3A of the County's Official Plan Review. Community members were invited to attend the open house, listen to the presentation, and ask questions or share comments with staff.

### Meeting Promotion

Members of the public who wished to attend the Virtual Open House were requested to register in advance. Individuals could also attend the meeting by phone.

A public notice regarding the Virtual Open House was published on February 13, 2025, in the Wellington Advertiser. The meeting was promoted through the County's Official Plan Review Project email circulation list, with almost 300 contacts, to raise awareness.

### Meeting Overview

The Virtual Open House was held on March 3, 2025, to:

- Provide an overview of OPA 126.
- Provide the public an informal opportunity to discuss Official Plan Amendment (OPA) No. 126.
- Allow the public to ask questions and identify additional planning issues that can be addressed.

Fifty-four (54) participants attended the meeting. Susan Hall (Facilitator of LURA Consulting) began the meeting by reviewing the agenda and the purpose. Sarah Wilhelm (Manager of Policy Planning at the County of Wellington) provided introductory remarks and reviewed the official plan and policy review context. The presentation regarding OPA 126 covered the following topics:

- Urban Boundary Expansions
- County-wide Changes
- Greenbelt Area Changes
- Consultation to Date
- Next Steps

Susan Hall facilitated a discussion to receive feedback and comments from the public. Below is a summary of the discussion.

### What We Heard

Following the presentation, participants were invited to ask questions and share comments regarding OPA 126. The questions, answers and comments are included below thematically.

Questions are marked with a 'Q', comments with a 'C', and answers and responses are noted with an 'A'.

## Urban Boundary Expansion

**Q: How can a property owner request to have their property added to the urban boundary if it is adjacent and fit for development purposes?**

**A:** You can provide written comments identifying the property through this process. The Township and County did consider additional properties as part of the review and evaluation. It is not clear how many changes would be made at this point. However, we invite you to provide your comments.

**Q: Were the lands brought into the Urban Boundary requested by the landowners? Will there be an incentive for the landowners to develop?**

**A:** Most of the properties brought into the urban boundary were requested by landowners. Slide 29 shows a graphic of the requests received and where the boundary expansions were recommended. There were a couple of parcels at the south of Elora/Salem and the west side of Highway 6 South of Fergus in the employment area expansion that the landowners did not request. On the west side, we received some interest after the cut-off date. The east side was not one of the parcels requested to be included. It is challenging to situate employment land, the Township recommended locating employment lands on the south side of each urban centre.

There are currently no incentives for landowners.

**Q: In the "Requests for Expansion" slide 29, our property was highlighted with those for which "Request for urban centre expansion received during County Official Plan review submission window." Did somebody submit a request for this property, and what does that mean?**

**A:** Yes, someone submitted a request, and the property was considered for inclusion in the Centre Wellington urban boundary expansion review but was not recommended for inclusion.

## Development Density and Growth Planning

**Q: How does the County anticipate that Centre Wellington will achieve a 55 persons per hectare growth target? What does it look like in terms of form?**

**A:** There are supporting documents on the County website ([www.wellington.ca/planwell](http://www.wellington.ca/planwell)) that address growth and provide additional context, including [CW Recommended SABE Township Report PLN2024-35](#), which includes examples of different densities.

**Q: Who will be responsible for determining the sequencing of growth? Is it the County, Township, or both? What criteria will be used to determine the sequencing?**

**A:** The municipalities will take the lead in consultation with the County.

**Q: What coordination has occurred with the Township of Centre Wellington regarding their land use designations OPA and timing to streamline development?**

**A:** We have coordinated extensively with the Township. Most recently, they advanced their density scenario and recommendations for the urban boundary expansions that form the basis

for the OPA 126. Regarding timing, we would need to defer to the Township because they have their own Official Plan, and they will need to decide how to proceed with that work.

**Q: The Township of Centre Wellington increased the density target numbers from 47 to 55 people/j/ha. What if this density target cannot be met in Greenfield development areas or the Secondary Plan, and the density numbers are substantially lower? Does that mean the local Official Plan Amendments can address this concern?**

**A:** We can pass this comment on to the Township. The intention is to achieve the density target, but the wording has some flexibility. It encourages development to meet or exceed that. The Township worked hard on their density scenarios and attempted to reduce agricultural land consumption. We will provide them with a copy of this meeting summary.

**Q: What is the timeframe for OPA 126, and when might we see development happening?**

**A:** The Township noted that the priority for development will be on lands within the urban boundaries. In particular, the South Fergus secondary planning area is the next big area for new growth. It will be up to the municipality to decide the sequencing. A local Official Plan Amendment would also need to be processed and dealt with publicly to assign land use designations to those lands. We are planning for growth to 2051. It is a long planning horizon, and it could be several years before we see those lands developed.

## **Official Plan Amendment (OPA 126) and Policy Updates**

**Q: You mentioned another OPA to address conformity with the Provincial Policy Statement (PPS) 2024. Can you provide any specifics about the content and timing of this OPA?**

**A:** We provided a status update report to the County Council last week and received the resolution today. We will post the report on the Planwell website. The status update report discusses what will be part of the consistency exercise with the new PPS this year. In 2026, we will start working on a Core Greenlands and Greenlands update. We are working hard to determine what policies need to be changed to bring the County Official Plan up to date. We hope to complete this as one OPA and hopefully bring forward further information in the coming months.

**Q: Will comments received by the County based on the November 2024 draft be included in the Staff Report?**

**A:** The comments received from the original circulation through to the open house and the public meeting will be included in the staff report.

**Q: OPA 126 does not assign land use, but local Official Plans will. How closely must they adhere to OPA 126 land design suggestions?**

**A:** The County's Official Plan will add all the recommended lands to the urban boundaries. The employment area will be shown on our urban structure map. The employment lands should coincide with industrial land use designations, when they are assigned. The future land use designations should match the employment area boundaries we have shown because employment land is equally as important as residential land.

## Rural Severance and Agricultural Land Concerns

**Q: Part 10 (10.4.4) of the Official Plan states: “One new lot for residential purposes may be allowed from a parcel of land existing on March 1, 2005.” Owners of parcels of land defined as secondary agriculture severed in the last 20 years are effectively prohibited from gaining permission for a new severance. Can you comment on whether this restriction is being considered for modification?**

**A:** The County is looking at the severance date; however, it is not part of OPA 126. A report on the Planwell webpage from September last year looks at the rural residential review ([PD2024-29 Rural Residential Growth Analysis](#)). We are working on it and getting feedback from the impacted municipalities currently. We will continue to let people know through our e-mail broadcast list of the status of that work.

**Q: Can you approximate the timeline for the report regarding rural severances?**

**A:** We appreciate that there is a strong interest. I'm hopeful we will report on it this year. As we move forward, we will better understand what direction we are going in with the severances and the severance date. At this moment, we cannot confirm the timing. The best way to stay updated is to check the Planwell website and ensure you sign up for the mailing list.

**Q: When we bought our 15 acres with 300-foot frontage, we were told we could sever a lot in the future, and this was always our plan to sell to fund our retirement. This land has not been farmed, nor will it ever be. The property is currently designated Prime Agricultural even though it is a thin strip with a forested area and a small wetland on the edge. It is important to us to be able to sever this parcel.**

**A:** Unless the parcel is included in one of the proposed expansion areas, the provincial policies prohibit residential lot creation on prime agricultural land. As planners, we must follow the policies in place, and the Prime Agricultural Area policies do not permit rural residential severances. This prohibition comes directly from the Province through the Provincial Planning Statement, 2024.

## Specific Development Locations and Land Use Designations

**Q: With parcel C being rounded out in South Fergus (slide 36), is the proposed Battery Energy Storage System (BESS) in or outside the proposed urban boundary?**

**A:** The urban boundary follows the red line on the graphic. Originally, the Township recommended including the parcel with the proposal for the battery storage, but the County has proposed shifting it to the east and does not include the battery storage facility. It includes the business located there with landscape materials.

**Q: Development is expected until when in the south of Elora?**

**A:** That question would need to be deferred to the Township of Centre Wellington as they would know best when those lands will ultimately move forward to development.

**Q: Will there be a condition that if/when development is approved for the lot next to the Salem public school in Elora, there is a solution for pickup/drop-off for the school?**

**A:** We will pass it on to the Township.

## Implications of Policy and Land Use Change

**Q: Our property is within the blue in the "Community planning study area" (slide 40). The dotted line for which the Community planning study area policy will be removed. What are the implications for future development of this property?**

**A:** Regardless of whether the Community Planning Study Area policy 9.2.5 is in effect, your property has not been recommended to be included as an urban boundary expansion, and the Prime Agricultural designation will continue to apply.

**Q: In the "Mineral aggregate resource overlay" slides 41 and 42, our property is within the 300-meter buffer around the proposed urban centre boundary. What are the implications for future development?**

**A:** The mapping shows a 300m buffer around the existing and proposed urban centre boundary. No Mineral Aggregate Resource Areas are currently identified in the County Official Plan near your property.

## Policy and Agency Input

**Q: Have you received any comments from MMAH and the one-window review? Have you received any comments back from MNR or OMAFA?**

**A:** Our office hasn't received any comments from MMAH or OMAFA on OPA 126.

## Impact Assessments and Agricultural Considerations

**Q: Could you please provide a bit more background on the policy proposed for Section 4.6 Impact Assessment of the OP? Is the proposed subsection 4.6.5.2 (see proposed wording below)? "4.6.5.2: Urban Development Adjacent to Prime Agricultural Land: Where development is proposed in primary urban centres within 300 metres of designated prime agricultural land, a Council may require an assessment of the development's impact on agricultural activities in the area. An assessment may include methods to minimize and mitigate the impact on agricultural uses, having regard for the nature and type of the agricultural uses and the sensitivity of the proposed urban land uses." I am concerned that this policy would be difficult to implement once lands have been included in a settlement area boundary, as MDS would not apply. Has OMAFA weighed in on this policy?**

**A:** Draft policy "4.6.5.2 Urban Development Adjacent to Prime Agricultural Land" implements the AIA for OPA 126 and Section 3.0 Mitigation Measures of the Draft Agricultural Impact Assessment (AIA) Guidance Document published by the Province in March 2018. The MDS would not apply within a settlement boundary, and policy 4.6.5.2 does not prohibit non-agricultural uses within a settlement area boundary. In short, the policy is intended to provide for farm-friendly urban development along the urban-agricultural interface. What this might look like would depend on the outcome of the impact assessment.

## Public Consultation and Comment Submissions

### **Q: What happens after March 20? When is the target completion for OPA 126?**

**A:** March 20, 2025, is the date for comments received to be captured in the meeting summary. We can't advise on a completion date for OPA 126 at this time, as public engagement is still ongoing. We need to hear from the public and know the full extent of comments. We will use our e-mail broadcast list to announce completion. Please ensure you sign up for updates.

### **Q: Should we submit comments for the public meeting to be considered, or does March 20 suffice?**

**A:** All comments received by March 20<sup>th</sup> will be reviewed, considered, and included in our reporting document as part of the formal process.

### **Q: Will a copy of this meeting be posted online?**

**A:** The presentation will be posted. Once we have comments from people interested in sharing it, we will develop a summary that will be posted.

## Next Steps

Susan Hall of LURA Consulting provided participants with the project team's contact information for any additional feedback and wrapped up the meeting. Participants can give more feedback and comments until March 20, 2025, and are invited to attend the March 13, 2025, public meeting at the County Administration Centre. Members of the public can contact the project team by email or by phone at:

Contact: Sarah Wilhelm, Manager Policy Planning  
519-837-2600 ex 2130

Jameson Pickard, Senior Policy Planner  
519 837 2600 ex 2300, [planwell@wellington.ca](mailto:planwell@wellington.ca)

Mailing Address: ATTN Planning & Development Department  
74 Woolwich Street, Guelph, ON, N1H 3T9

## **Appendix D**

### **OPA 126 Public Meeting Minutes**



## Corporation of the County of Wellington

### Planning Committee

#### Official Plan Amendment No. 126

#### Urban Boundary Expansions

#### Minutes

March 13, 2025  
Council Chambers

Present: Warden Chris White  
Councillor James Seeley (Chair)  
Councillor Gregg Davidson  
Councillor Michael Dehn  
Councillor Shawn Watters

Also Present: Councillor Diane Ballantyne  
Councillor Matthew Bulmer

Staff: Kim Courts, Deputy Clerk  
Meagan Ferris, Manager of Planning and Environment  
Thomas Freeman, Planner  
Jameson Pickard, Senior Policy Planner  
Aldo Salis, Director, Planning and Development  
Sarah Wilhelm, Manager of Policy Planning  
Scott Wilson, CAO

Members of the Public: There were 32 members of the public who attended the meeting. Staff have recorded their names in the project file as part of the public record.

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#### 1. Call to Order

Chair Seeley welcomed everyone and called the meeting to order at 10:32 am.

#### 2. Opening of Meeting

Chair Seeley declared that this public meeting is related to Official Plan Amendment 126 which is a public meeting to deal with updating the County Official Plan as required under Section 26 of the Planning Act.

This public meeting is being hosted by the County Planning Committee on behalf of County Council.

The Chair reminded members of the public in attendance to sign the attendance sheet and that the meeting is being recorded for note taking purposes.

### **3. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

## **4. OPA 126**

### **4.1 Purpose of Meeting**

Chair Seeley announced that the purpose of the meeting is to present information and receive public input regarding proposed amendment 126 to the County of Wellington Official Plan as part of the County's Official Plan Review.

### **4.2 Statement Read**

Chair Seeley stated that the meeting is to provide information, comments and input for Planning Committee and Council. County Council has not taken a position on the matter; County Council's decision will come after full consideration of input from the meeting, submissions from the public and comments from agencies.

If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of the adoption of the proposed Official Plan Amendment, you must make a written request to the Director, Planning and Development Department, County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

Official Plan Amendment 126 requires approval from the Minister of Municipal Affairs and Housing. Pursuant to Section 17(36.4) of the Planning Act there is no appeal in respect of a decision of the approval authority if the approval authority is the Minister.

### **4.3 OPA 126 Staff Presentation**

Chair Seeley invited Sarah Wilhelm, Manager of Policy Planning to make a presentation about the proposed amendment. Ms. Wilhelm's presentation covered the following areas: ([Link to OPA 126](#))

1. Official Plan Review Context
2. Overview of OPA 126
  - County-wide Changes
  - Centre Wellington Changes
  - Greenbelt Area Changes
3. Consultation to Date
4. Next Steps

#### 4.4 Public Input

Chair Seeley invited those who wish to speak to address the Committee and note that all comments and questions should be put to the Chair. Speakers should give their name and address for the record. Personal opinions and comments made by the public attending this meeting may be collected and recorded in the meeting minutes.

As per the County's Procedural By-law there is a 10-minute maximum for all oral delegations.

**Marcus Gagliardi** of Cachet Homes stated that the County should complete a new review of the land needs assessment as the County's land needs assessment was not based on the Ministry of Finance projections. Mr. Gagliardi indicated that their work demonstrates a 351 ha land need. He also indicated that the Community Planning Study Area should be retained in the Official Plan and that future expansion should be directed to it.

**Mike Cormier**, a Township of Puslinch resident, inquired about the timing of the review of the rural residential severance policy for the secondary agricultural area.

Chair Seeley clarified the severance date is under review and that Mr. Cormier may contact staff to be informed of the Phase 3B rural growth review.

**Fern DeAngelis** of Guelph asked why certain areas in Centre Wellington were selected for urban expansion and other areas were not. Ms. DeAngelis expressed support for inclusion of a property within the Community Planning Study Area that she jointly owns as it would be more of a rounding out than the outward growth of OPA 126.

Staff member Sarah Wilhelm provided a response about the Township's process for selecting expansions sites.

**Dr. Wevers**, a Town of Erin resident, raised concerns about how long the process has taken to get to the review of rural growth. Dr. Wevers said she understood that the Secondary Agricultural severance date would be reviewed every five years. She wants more background about how the 2005 cutoff date was arrived at. Dr. Wevers also commented about the fundamental differences between agricultural areas across the County and southern parts of the County that can accommodate more severances.

Chair Seeley stated that Provincial changes have delayed the Official Plan Review and the County had to prioritize Phase 3A urban growth because that delivers more housing. Chair Seeley also indicated that Phase 3B addressing rural growth will follow and that staff are in the process of completing that work.

Chair Seeley advised that staff would respond directly to Dr. Wevers about her question of the origin of the severance limitation date of March 1, 2005.

**Emily Elliott** of MHBC, spoke on behalf of her clients regarding 795 Anderson Street in Centre Wellington. She asked the County to reconsider adding the lands to the urban boundary. Ms. Elliott indicated that her client's property met the expansion criteria used by the County and Township and represents logical and orderly development that is adjacent to the existing urban boundary.

**Edward John** of Landwise, spoke on behalf of Tribute Communities regarding 6704 Beatty Line N, 6684-6688 Beatty Line N and 7692 Sideroad 15 in the Township of Centre Wellington. Mr. John advised that at one time the lands were part of the urban area but were subsequently removed from the urban area by the Province. He explained that the new planning framework requires the County to use the Ministry of Finance projection numbers as the basis for growth forecasting. Based on their land needs assessment, the County-wide land need is 611 ha which is 442 ha short of what is required to accommodate growth. He concluded that OPA 126 is premature until the land needs assessment and technical work can be revised.

**Pierre Chauvin** of MHBC, spoke on behalf of Skyway Estates Limited regarding 6686 Irvine Street in Centre Wellington. Mr. Chauvin provided maps and information to the Committee outlining a scoped proposal to add a 4.4 ha parcel to Elora/Salem to create approximately 14 new estate residential lots. He considers this a rounding out of the existing Wissler Ridge condominium development.

## 5. Closing of Meeting

Chair Seeley asked if there were any further questions or comments and seeing none, declared the Public meeting for OPA 126 adjourned at 11:40 am and the meeting closed.

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James Seeley  
Chair  
Planning Committee

## Appendix E

### Summary of Comments and Responses

Table E1	PROVINCIAL Comment and Response Table
Table E2	MEMBER MUNICIPALITY Comment and Response Table
Table E3	ADJACENT MUNICIPALITY Comment and Response Table
Table E4	INDIGENOUS COMMUNITY Comment and Response Table
Table E5	AGENCY Comment and Response Table
Table E6	PUBLIC Comment and Response Table
Table E7	STAKEHOLDER Comment and Response Table

## Appendix E

**Table E1**      **PROVINCIAL Comment and Response Table**  
**County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments	Staff Response
INFRASTRUCTURE ONTARIO January 16, 2025	<p>Infrastructure Ontario (IO) is a crown agency responsible for the strategic management of the provincial realty portfolio on behalf of the Ministry of Infrastructure (MOI).</p> <p>IO manages several properties within the County of Wellington. IO has no comments or concerns with OPA 126 at this time.</p>	No changes to OPA 126 requested.

**Table E2 MEMBER MUNICIPALITY Comment and Response Table**  
**County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments
PUSLINCH Council Recommendations December 18, 2024	<p>Council comments of December 18, 2024 meeting through resolution No. 2024-473:</p> <p>That Council direct staff to forward the comment that the inclusion of the proposed wording of OPA 126 will make it very confusing to comprehend this revised paragraph. Suggest that entire paragraph be rewritten for clarity.</p> <p>This resolution refers to the wording of the Greenbelt Policies (Erin and Puslinch) subsection 9.9.3 Relationship to the Official Plan. See Section 7.2 of report for response.</p>
CENTRE WELLINGTON Council Recommendation March 24, 2025	<p>On March 24, 2025, Council for the Township of Centre Wellington passed a resolution to endorse and submit comments outlined in Report PLN2025-19: Municipal Endorsement of County of Wellington OPA 126.</p> <p>Township Council supports the following:</p> <ul style="list-style-type: none"> <li>• Urban boundary expansions put forward through Draft OPA 126, including changes made by the County.</li> <li>• No further additions to urban boundaries except for 264 First Line.</li> <li>• Use of the forecasts and allocations in the Official Plan, including confirmation that the forecasts used by the County meet the 2024 PPS and that there is no requirement for the County to use the Ministry of Finance forecasts at this time.</li> <li>• An overall density target of 52 people and jobs per hectare for Centre Wellington and separate targets for lands to be added to the Fergus and Elora-Salem Urban Centres.</li> <li>• County consideration of an additional policy to permit relief from MDS II for future expansion of existing livestock operations that may be impacted by the proposed urban boundary expansion.</li> <li>• Agreement that the Community Planning Study Area policy can be deleted.</li> <li>• No objection to the removal of the mineral aggregate resource area reflected in OPA 126.</li> </ul> <p>See Section 7.2 of report for response.</p>

**Table E3 ADJACENT MUNICIPALITY Comment and Response Table  
County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments	Staff Response
<p>CITY OF GUELPH Preliminary Staff Comments January 15, 2025</p>	<p>City of Guelph staff note that Rockwood is served by the City’s Water Resource Recovery Centre (wastewater treatment plant) and recommend that the existing agreement between the City and Guelph-Eramosa Township be referenced in conjunction with any growth plans related to the Township.</p> <p>Guelph staff indicate that the City is designated as a Primary Urban Centre in the County of Wellington Official Plan and are concerned with the applicability of new policy 4.6.5.2. The City would, however, support the inclusion of this policy on lands within the Arkell and Carter Wellfields which are designated as Prime Agricultural lands as per Schedule B7.</p>	<p>There are no Rockwood urban boundary expansions included in OPA 126 as they were not supported by Watson’s technical work (in large part due to the wastewater servicing constraints).</p> <p>Therefore, there is no need to add a reference to the servicing arrangement between the City of Guelph and the Township to OPA 126 in response to the City’s comments.</p> <p>The City of Guelph is not within the jurisdiction of the County of Wellington. The County’s Official Plan does not apply within the corporate limits of Guelph.</p> <p>No changes to OPA 126 recommended.</p>

**Table E4 INDIGENOUS COMMUNITY Comment and Response Table  
County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments	Staff Response
Six Nations of the Grand River December 4, 2025	Six Nations of the Grand River reached to County staff to arrange to have a meeting about OPA 126.	A virtual meeting was held Wednesday, March 12, 2025. Staff followed up with additional information. Ongoing discussion with Six Nations is anticipated.
Chippewas of Kettle and Stony Point First Nation December 5, 2025	Thank you for sharing this information regarding the proposed amendments to the Official Plan.	No changes to OPA 126 requested.
Chippewa of the Thames First Nation	In screening OPA 126, Chippewa of the Thames First Nation (COTTFN) asked that we engage with Mississaugas of the Credit First Nation as they are in closer proximity to OPA 126 impacted areas.	No changes to OPA 126 requested.

On October 8, 2024, prior to the circulation of OPA 126, the County of Wellington received comprehensive comments on the Official Plan Review from Mississaugas of the Credit First Nation (MCFN). Staff attended a virtual meeting on February 3, 2025 with MCFN. As the comments have a County-wide focus, staff have committed to review them as part of the 2024 Provincial Planning Statement conformity exercise and staff will continue to engage with MCFN as part of that work.

**Table E5 AGENCY Comment and Response Table  
County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments	Staff Response
Saugeen Conservation December 4, 2024 OPA126-001(A)	No concerns.	No changes to OPA 126 requested.
Grand River Conservation Authority January 14, 2025 OPA126-002(A)	<p>The GRCA recommends that the proposed urban settlement boundary expansions are supported by subsequent comprehensive studies.</p> <p><b>GRCA Regulatory Comments</b></p> <ul style="list-style-type: none"> <li>• Encourage comprehensive updating of previous subwatershed studies for urban boundary expansions in south Elora, south Fergus, and the former Community Planning Study Area.</li> <li>• All wetlands will require further study by development applications and field verification by GRCA staff.</li> <li>• Some lands have estimated floodplains, which means the GRCA does not have sufficient hydrologic and hydraulic information to delineate the flooding hazard. The GRCA recommends early delineation of these hazards at a comprehensive level, and this can be within the scope of subwatershed planning. Flooding hazards may also impact net developable land availability and not fully be accounted for.</li> </ul>	<p>No changes to OPA 126 requested.</p> <p>Staff acknowledge the advisory comments offered by GRCA pertaining to the following matters prior to future development:</p> <ul style="list-style-type: none"> <li>• Comprehensive updating of previous subwatershed studies in Area B, C, D, F, and G</li> <li>• Further study of all wetlands in Area A, C, D, E, F, and G</li> <li>• Floodplain delineation in Area C, F, and G</li> <li>• Assessment of potential impacts of future development applications in Area C to adjacent wetlands on property at 6179 Highway 6</li> <li>• Connections between future development in Area A and D and the Elora Cataract Trailway will require licence agreements. Potential connections should be identified at the pre-consultation stage for early GRCA review and comment.</li> </ul> <p>See Figure 1 of report for location of Area A – G.</p>

Table E5 (continued)

Name/Date/ID	Key Comments	Staff Response
	<p><b>GRCA Property Comments</b></p> <ul style="list-style-type: none"> <li>• The South Fergus expansion extends adjacent to GRCA-owned 6179 Highway 6 in Centre Wellington (aka Smith Brothers Property) which contains part of the Provincially Significant Speed Lutteral Swan Creek Wetland. Future development applications must assess potential impacts to the wetlands and provide appropriate setbacks as well as maintain/enhance infiltration to avoid negative impacts.</li> <li>• Connections between future development and the Elora Cataract Trailway will require agreements with the Conservation Lands department. Applicants are encouraged to identify any potential connections at the pre-consultation stage to allow for early review and comment.</li> </ul>	<p>The above matters will be further considered as part of the implementation of approved urban expansions into the Township's Official Plan and as part of the review of future development applications.</p>
<p>Conservation Halton January 16, 2025 OPA126-003(A)</p>	<p>No comments</p>	<p>No changes to OPA 126 requested.</p>
<p>Wellington Catholic District School Board (WCDSB) jointly with Ted Buczek, 6585 HWY 6 January 15, 2025 OPA126-004(A)</p>	<p>Joint request of WCDSB and Ted Buczek to include the property at 6585 Highway 6 (Centre Wellington) as part of the Fergus urban boundary. Proposal highlights include:</p> <ul style="list-style-type: none"> <li>• Affordable Housing Development</li> <li>• School and Childcare Facility</li> <li>• Strategic Location and Existing Infrastructure</li> <li>• Alignment with Growth and Sustainability Goals</li> </ul>	<p>Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.</p>
<p>Enbridge Gas February 19, 2025 OPA126-005(A)</p>	<p>Enbridge Gas does not object to OPA 126</p>	<p>No changes to OPA 126 requested.</p>

**Table E6 PUBLIC Comment and Response Table  
County Official Plan Amendment 126 – Urban Boundary Expansions**

Name/Date/ID	Key Comments	Staff Response
<p>Kagan Shastri Lawyers December 9, 2024 OPA126-015-1 (SABR-023)</p>	<p>Comments on behalf of Elora Sands Developments (7581 Sideroad 15, Centre Wellington):</p> <ul style="list-style-type: none"> <li>• Seeking inclusion of additional land within the urban boundary expansion for Elora-Salem.</li> <li>• Objection to the removal of policy 9.2.5 (Community Planning Study Area) which identifies these lands as an area of potential future urban expansion and provides the Township with a specific process to bring these lands into the urban area.</li> <li>• Disagree with the characterization of the removal of policy 9.2.5 as a “housekeeping change” as the removal is significant and has not been justified by policy or principles of good planning.</li> </ul>	<p>Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.</p> <p>Staff agree to no longer refer to the removal of the Community Planning Study Area policy as a housekeeping change but continue to recommend removal of the Community Planning Study Area. The Township of Centre Wellington is in agreement with the policy removal.</p>
<p>MGP March 19, 2025 OPA126-015-2 (SABR-023)</p>	<p>Comments on behalf of Elora Sands Developments (7581 Sideroad 15, Centre Wellington):</p> <ul style="list-style-type: none"> <li>• Seeking inclusion of additional land within the urban boundary expansion for Elora-Salem.</li> <li>• Conducted a Land Needs Assessment (LNA) review which concludes that the land needs for the County and for Centre Wellington are understated.</li> </ul>	<p>Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.</p> <p>The 2024 PPS does not require the County to use Ministry of Finance Population Projections at this time.</p>

Table E6 (continued)

Name/Date/ID	Key Comments	Staff Response
MHBC December 13, 2024 OPA126-019 (SABR-062)	<p>Comments on behalf of Elora Greens Inc. (127 First Line, Centre Wellington):</p> <ul style="list-style-type: none"> <li>Support for Draft OPA 126 Elora-Salem urban boundary expansion which includes the subject property.</li> </ul>	No changes to OPA 126 requested.
Up Consulting December 18, 2024 OPA126-023 (SABR-022)	<p>Comments on behalf of Polocorp Inc. (968 St. David Street N and 6581 Highway 6, Centre Wellington):</p> <ul style="list-style-type: none"> <li>Support for Draft OPA 126 Fergus urban boundary expansion which includes the southerly parcel at 968 St. David Street N.</li> <li>Seeking inclusion of additional land at 6581 Highway 6 within the urban boundary expansion for Fergus.</li> </ul> <p>The submission also provides an overview of Provincial policy, technical documents, draft plan of subdivision, evaluation criteria and a review of the County's LNA. The LNA review concludes that the land needs for the County, Centre Wellington and the Fergus Urban Centre are understated.</p>	<p>Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.</p> <p>The 2024 PPS does not require the County to use Ministry of Finance Population Projections at this time.</p>
MHBC January 13, 2025 OPA126-024 (SABR-005)	<p>Comments on behalf of Biltmore Homes Ltd. (795 Anderson Street, Centre Wellington):</p> <ul style="list-style-type: none"> <li>Seeking inclusion of the subject lands within the urban boundary expansion for Fergus</li> <li>Submission provides a review of the evaluation criteria.</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.

Table E6 (continued)

Name/Date/ID	Key Comments	Staff Response
MHBC January 13, 2025 OPA126-025 (SABR-006 and SABR-007)	Comments on behalf of Morell (178 and 220 First Line, Centre Wellington): <ul style="list-style-type: none"> <li>• Support for Draft OPA 126 Elora-Salem urban boundary expansion which includes the subject property.</li> <li>• Submission provides a review of the evaluation criteria.</li> </ul>	No changes to OPA 126 requested.
VanHarten January 15, 2025 OPA126-028 (SABR-009)	Comments on behalf of 264 First Line (Centre Wellington): <ul style="list-style-type: none"> <li>• Seeking inclusion of the subject lands within the urban boundary expansion for Elora-Salem for a privately serviced estate residential development with approximately 10 lots.</li> <li>• Submission provides detailed history of the property, a policy overview, and other information.</li> </ul>	The Township of Centre Wellington recommended that this property be added to the urban boundary of Elora-Salem. Changes to the urban boundary through OPA 126 have been made in response to this request.  See Section 7.2 of report for further detail.
Cuesta Planning Consultants Inc. January 16, 2025 March 20, 2025 OPA126-029 (SABR-033 and SABR-034)	Comments on behalf of Breymark Homes (965 Gartshore Street, Centre Wellington): <ul style="list-style-type: none"> <li>• Seeking inclusion of the subject lands within the urban boundary expansion for Fergus</li> <li>• The latest concept includes a connecting road from Provincial Highway 6 to Gartshore Street.</li> <li>• Submission provides a review of the evaluation criteria.</li> <li>• Concerns with rationale for including Area C and G in OPA 126 relative to agricultural impact, Area C relative to protection of mineral aggregate resources, and Agricultural Impact Assessment focus areas (See Figure 1 of report for location of Area C and G).</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.  Area G is an expansion to Elora-Salem and therefore not relevant to a request in Fergus.  Area C is an Employment Area expansion with which has different locational requirements to residential land.

Table E6 (continued)

Name/Date/ID	Key Comments	Staff Response
MHBC January 15, 2025 OPA126-030	Comments on behalf of Skyway Estates Ltd. (6686 Irvine Street, Centre Wellington): <ul style="list-style-type: none"> <li>• Seeking inclusion of a portion of the subject lands within the urban boundary expansion for Elora-Salem.</li> <li>• To provide housing on the north side of Wissler’s Ridge – an existing single-loaded, private condominium road with single detached dwellings.</li> <li>• Submission provides a review of the evaluation criteria.</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.
Landwise January 16, 2025 March 10, 2025 OPA126-031 (SABR-059)	Comments on behalf of Tribute (Fergus Oaks) Limited (6704 Beatty Line N, 6684-6688 Beatty Line N and 7692 Sideroad 15, Centre Wellington): <ul style="list-style-type: none"> <li>• Seeking inclusion of the subject lands and lands to the southeast with within the urban boundary expansion for Fergus.</li> <li>• Conducted an LNA review which concludes that the land needs for the County are understated.</li> <li>• Submission provides a review of the evaluation criteria.</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.  The 2024 PPS does not require the County to use Ministry of Finance Population Projections at this time.

Table E6 (continued)

Name/Date/ID	Key Comments	Staff Response
Weston Consulting January 16, 2025 March 13, 2025 OPA126-032 (SABR-019)	Comments on behalf of Sorbara/Tribute Brubacher Holdings Inc. (6586 Beatty Line N, Centre Wellington): <ul style="list-style-type: none"> <li>• Seeking inclusion of the subject lands within the urban boundary expansion for Fergus.</li> <li>• Conducted an LNA review which concludes that the land needs for the County and for Centre Wellington are understated.</li> <li>• Recommend revisions to section 3.6 of Draft OPA 126 to provide additional flexibility in the phasing of growth with stronger wording to allow for privately initiated planning processes for phasing growth and development by individual landowners and/or landowner groups.</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.  The 2024 PPS does not require the County to use Ministry of Finance Population Projections at this time.  Staff do not recommend revisions to section 3.6 Phasing Growth to allow for individual/group landowners to override a municipally initiated phasing process. No member municipalities have requested changes to the proposed policy.
Weston Consulting January 16, 2025 March 13, 2025 OPA126-033 (SABR-020)	Comments on behalf of RBS & EJS G.P. Inc. (6490 First Line, Centre Wellington): <ul style="list-style-type: none"> <li>• Support for Draft OPA 126 Fergus urban boundary expansion which includes the subject property.</li> <li>• Recommend revisions to section 3.6 of Draft OPA 126 to provide additional flexibility in the phasing of growth with stronger wording to allow for privately initiated planning processes for phasing growth and development by individual landowners and/or landowner groups.</li> </ul>	Staff do not recommend revisions to section 3.6 Phasing Growth. No member municipalities have requested changes to the proposed policy.

Table E6 (continued)

Name/Date/ID	Key Comments	Staff Response
Member of the Public March 1, 2025 OPA126-034 (SABR-061)	Comments regarding 159 First Line support the Draft OPA 126 Elora-Salem urban boundary expansion which includes the subject property.	No changes to OPA 126 requested.
Member of the Public March 1, 2025 OPA126-035	Comments in support of urban boundary expansion south of Elora on First Line.	No changes to OPA 126 requested.
Member of the Public March 1, 2025 OPA126-036 (SABR-061)	Comments regarding 159 First Line support the Draft OPA 126 Elora-Salem urban boundary expansion which includes the subject property.	No changes to OPA 126 requested.
Thomasfield Homes February 28, 2025 OPA126-037 (SABR-035)	Comments regarding 930 Scotland Street support the Draft OPA 126 Fergus urban boundary expansion which includes the subject property.	No changes to OPA 126 requested.
Member of the Public OPA126-038	Support for OPA 126 and the expansion of settlement boundary areas within Centre Wellington. Approval of OPA 126 is a crucial step in meeting the region's long-term housing and development needs.	No changes to OPA 126 requested.
Member of the Public OPA126-040 (SABR-036)	Comments regarding 851 Wellington Road 18: <ul style="list-style-type: none"> <li>• Seeking inclusion of the subject lands within the urban boundary expansion for Fergus.</li> </ul>	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to this request.

**Table E6** (continued)

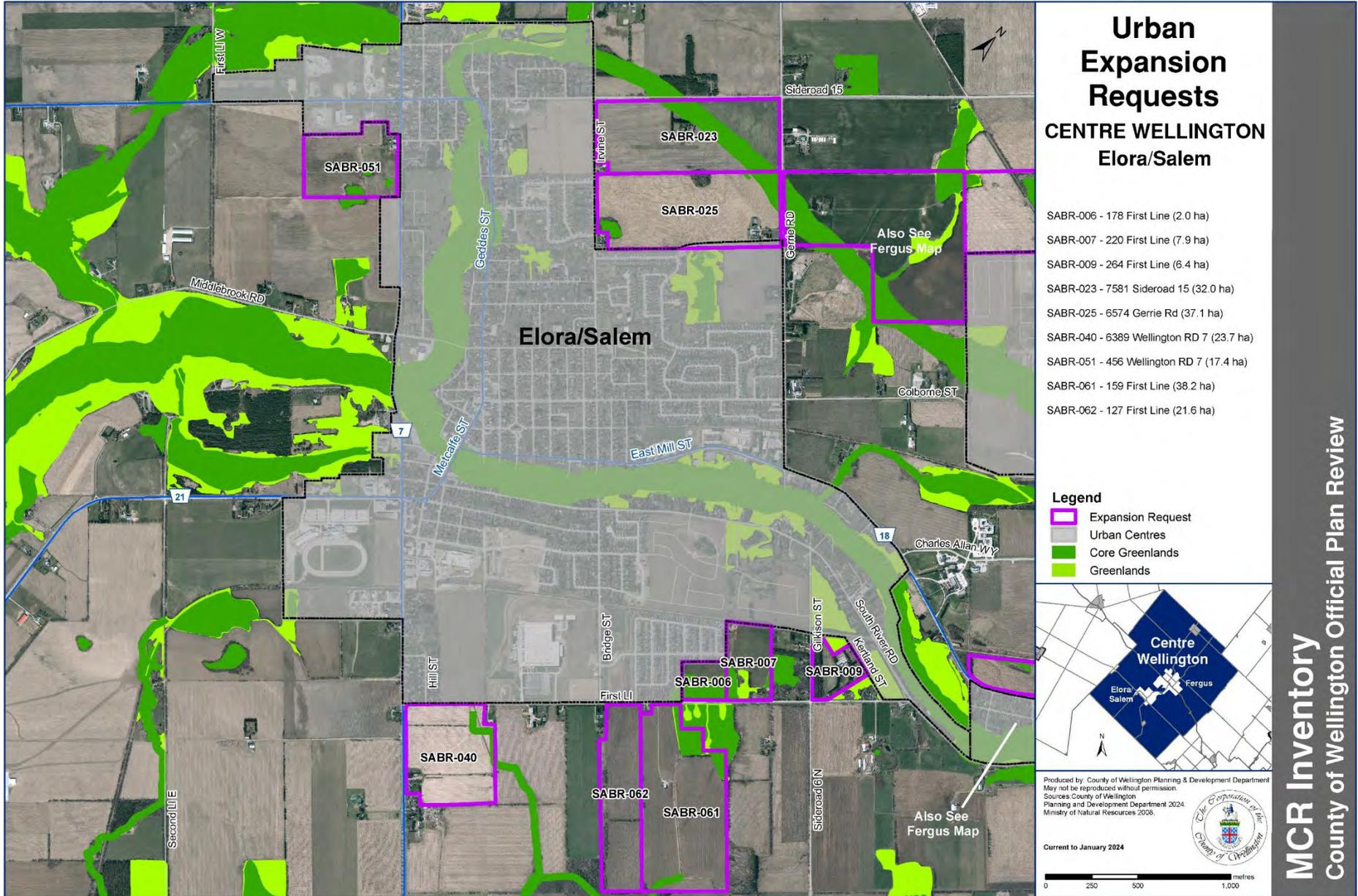
Name/Date/ID	Key Comments	Staff Response
Member of the Public OPA126-041	Comments supporting inclusion of SABR-060, SABR-005, SABR-036 and 103 Gilkison Street within Centre Wellington urban boundary expansions.	Additional urban lands are not needed or recommended by the Township of Centre Wellington. No changes to the urban boundary have been made in response to these comments.

**Table E7      STAKEHOLDER Comment and Response Table  
County Official Plan Amendment 126 – Urban Boundary Expansions**

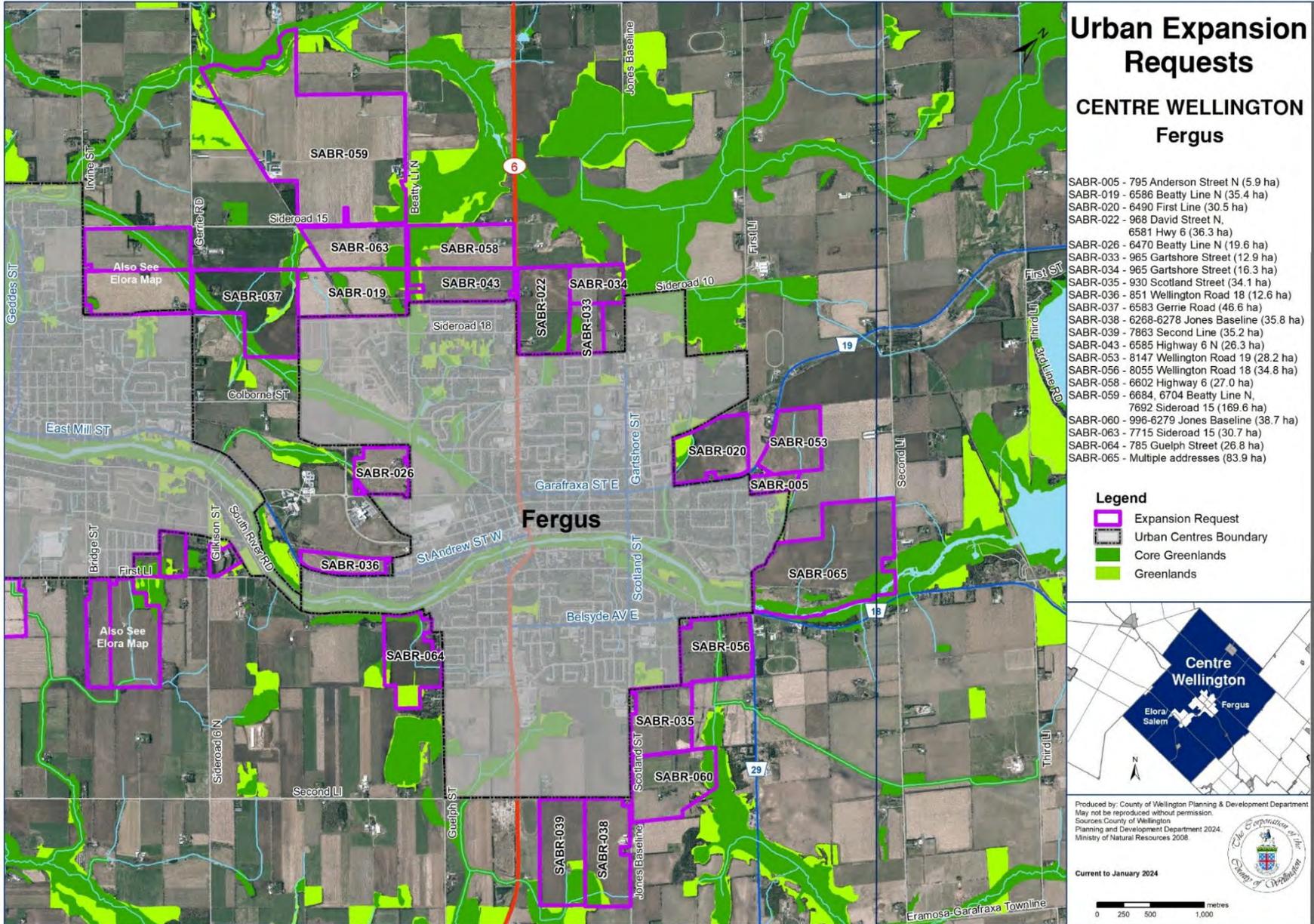
Name/Date/ID	Key Comments	Staff Response
<p>Ontario Stone, Sand &amp; Gravel Association (OSSGA) January 16, 2025 March 20, 2025 OPA126-027</p>	<p>Comments on behalf of the Ontario Stone, Sand &amp; Gravel Association (OSSGA) focus on Fergus expansion Area C, located southeast of Fergus:</p> <ul style="list-style-type: none"> <li>• Draft OPA 126 proposed to delete the Sand and Gravel Resources of Primary and Secondary Significant and extend the 300 m buffer around the proposed urban centre boundary.</li> <li>• The Township’s evaluation table acknowledges that aggregate resources are mapped by the County in the area</li> <li>• Change should not be referred to as a “housekeeping change” as it is a significant revision to provincial resource mapping without any technical rationale or detailed review</li> </ul> <p>OSSGA has significant concerns and expansion Area C should not be supported until an Aggregate Impact Assessment or similar study is completed to demonstrate consistency with the PPS and County Official Plan as it relates to protection of significant aggregate resources.</p>	<p>Staff will no longer refer to the Mineral Resource Overlay removals as a housekeeping change.</p> <p>See Section B.3 of Appendix B for further response.</p>

## **Appendix F**

### **Urban Expansion Consideration Requests Received by January 2024 Submission Deadline**



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paper for the next 45 years. In 2020, he was inducted into the Ontario Community Newspapers Association's Hall of Fame.

In 1953, Rafter sold the *Enterprise News* to Clive Williams Sr. Williams had been the superintendent of a daily newspaper in Cornwall, so he brought with him a wealth of experience in the business.

The *Arthur Enterprise News* soon became a family affair. There were many jobs to be done, from searching out the news to folding and addressing the newspapers for circulation.

Clive Williams' son, Clive B. Williams, became an integral part of the news team over the years and in 1979, he bought out the business from his father.

Clive B. Williams continued to produce a quality weekly newspaper, once recognized as the best small newspaper in Canada. Clive B. Williams also served many years as a member of Arthur village council, as a councillor, deputy-reeve and reeve.

Effective June 6, 2000, the *Arthur Enterprise News* and its sister newspaper the *Harriston Review* were purchased by Metroland Media.

The *Enterprise News* joined the Eedy Division of Metroland, which at that time owned and operated several community newspapers in southwestern Ontario, including the *Mount Forest Confederate*.

In the summer of 2019, Metroland Media sold the *Arthur Enterprise News* and other local papers to a new company called Midwestern Newspapers Corp. The final issue of the *Enterprise News* was replaced by the *Independent Plus* without advance notice in September 2019, ending its 157-year history without any fanfare or celebration. In January 2020, the *Wellington Advertiser* purchased a 50% stake in Midwestern Newspapers and replaced the *Independent Plus* with the *North Wellington Community News*, a regional paper which serves Mapleton, Minto and Wellington North.

*Submitted by the Wellington North Cultural Roundtable, with gratitude to Jeff McKee of the Arthur Historical Society for his contributions.*

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

**BY-LAW NUMBER 029-2025**

**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 MAY  
5, 2025**

**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 May 5, 2025 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 5TH DAY OF MAY, 2025.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**