

**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  
[May 5, 2025 Township of Wellington North Council Meeting \(you tube\)](#)**

**Members Present:**

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

**Staff Present:**

<b>Chief Administrative Officer:</b>	<b>Brooke Lambert</b>
<b>Director of Legislative Services/Clerk:</b>	<b>Karren Wallace</b>
<b>Deputy Clerk:</b>	<b>Catherine Conrad</b>
<b>Executive Assistant to the CAO:</b>	<b>Tasha Grafos</b>
<b>Director of Finance:</b>	<b>Jeremiah Idialu</b>
<b>Human Resources Manager:</b>	<b>Amy Tollefson</b>
<b>Chief Building Official:</b>	<b>Darren Jones</b>
<b>Manager of Infrastructure and Engineering:</b>	<b>Tammy Stevenson</b>
<b>Manager Environment and Development Services:</b>	<b>Corey Schmidt</b>
<b>Economic Development Officer:</b>	<b>Robyn Mulder</b>
<b>Community Development Coordinator:</b>	<b>Mike Wilson</b>
<b>Director of Fire Services:</b>	<b>Chris Harrow</b>
<b>Planner:</b>	<b>Zach Prince</b>

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA**

RESOLUTION: 2025-137

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the May 5, 2025 Regular Meeting of Council be accepted and passed.

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

No disclosure of pecuniary interest.

**O'CANADA**

**RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT**

RESOLUTION: 2025-138

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North recess the May 5, 2025 Regular Meeting of Council at 2:03 p.m. for the purpose of holding meetings under the Planning Act.  
CARRIED

#### **COMMITTEE OF ADJUSTMENT**

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

#### **RESUME REGULAR MEETING OF COUNCIL**

RESOLUTION: 2025-139

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North resume the May 5, 2025 Regular Meeting of Council at 2:21 p.m.  
CARRIED

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

No questions registered for questions on agenda items.

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

1. Regular Meeting of Council, April 22, 2025

RESOLUTION: 2025-140

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the minutes of the Regular Meeting of Council held on April 22, 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**

3a, 4a, 5a, 6a, 7a

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

RESOLUTION: 2025-141

Moved: Councillor Hern

Seconded: Councillor Renken

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:

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.

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.

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.

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.

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.

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)

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.

CARRIED

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

RESOLUTION: 2025-142

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

RESOLUTION: 2025-143

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

RESOLUTION: 2025-144

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

RESOLUTION: 2025-145

Moved: Councillor McCabe

Seconded: Councillor Burke

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.

CARRIED

RESOLUTION: 2025-146

Moved: Councillor Hern

Seconded: Councillor Renken

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.

CARRIED

### **NOTICE OF MOTION**

No notice of motion tabled.

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

Councillor Hern (Ward 3):

- GRCA strategic planning meeting held last week. She expressed her condolences on the passing of Board Member, Waterloo Region Councillor Kari Williams.
- Attended a Tile drainage workshop on May 2<sup>nd</sup>. She requested a future course be held in midwestern Ontario.

Councillor McCabe (Ward 4):

- The Country Pantry Proudly Canadian Event in Kenilworth on Sunday, May 4<sup>th</sup> was very well attended.

Mayor Lennox:

- Attended two business openings on Sunday, May 4<sup>th</sup>.
  - Country Pantry in Kenilworth on May 4<sup>th</sup>
  - Barbershop on Main Street South in Mount Forest

### **CULTURAL MOMENT**

- Celebrating the history of Newspapers in Arthur

### **CONFIRMING BY-LAW**

RESOLUTION: 2025-147

Moved: Councillor Renken

Seconded: Councillor Hern

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.

CARRIED

### **ADJOURNMENT**

RESOLUTION: 2025-148

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Regular Council meeting of May 5, 2025 be adjourned at 3:40 p.m.

CARRIED

Signed by:  
  
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**MAYOR**

DocuSigned by:  
  
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**CLERK**