

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – APRIL 7, 2025 AT 2:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 1:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING
[April 7, 2025 Township of Wellington North Council Meeting \(you tube\)](#)

Members Present:

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

Staff Present:

Chief Administrative Officer:	Brooke Lambert
Director of Legislative Services/Clerk:	Karren Wallace
Deputy Clerk:	Catherine Conrad
Executive Assistant to the CAO:	Tasha Grafos
Director of Finance:	Jeremiah Idialu
Human Resources Manager:	Amy Tollefson
Chief Building Official:	Darren Jones
Manager of Infrastructure and Engineering:	Tammy Stevenson
Manager Recreation Community & Economic Development:	Mandy Jones
Community Development Coordinator:	Mike Wilson
Planner:	Zach Prince

CALLING TO ORDER

Mayor Lennox called the meeting to order

ADOPTION OF THE AGENDA

RESOLUTION: 2025-101

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the April 7, 2025 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared an indirect pecuniary interest with the following:

ITEMS FOR CONSIDERATION

2. PLANNING

- a. Report DEV 2025-007, Consent Application B7-25 Trevor Scott & Crystal Stewart

Her employer worked on the application

and,

7. COUNCIL

b. Municipality of West Grey, Notice of Complete Application & Public Meeting, Zoning Bylaw Amendment No. ZA08.2025, (114, 119, 122 Norpark Avenue)

One of the addresses listed on the zoning amendment notice is her employer's office space.

Councillor Hern declared a deemed pecuniary interest with the following:

ITEMS FOR CONSIDERATION

5. FINANCE

a) Vendor Cheque Register Report, January 20, 2025

Her husband is employed by one of the payees

CLOSED MEETING SESSION

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

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

RESOLUTION: 2025-102

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:02 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

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

CARRIED

1. REPORTS

- Report INF 2025-007 Arthur land acquisition negotiations
- Verbal report on legal advice received

2. REVIEW OF CLOSED SESSION MINUTES

- March 10, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-103

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:57 p.m.

CARRIED

RESOLUTION: 2025-104

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-007 Arthur land acquisition negotiations;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-105

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report on legal advice received;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-106

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the March 10, 2025 Council Meeting.

CARRIED

O'CANADA

PRESENTATIONS

1. Staff Sergeant Karen Medeiros, Acting Detachment Commander
 - Wellington O.P.P. Detachment Board Report 2024 Year End

Staff Sergeant Medeiros, Acting Detachment Commander, presented the Wellington O.P.P. Detachment Board Report for the 2024 Year End

- Community Street Crime Unit
- Traffic Management Unit
- Community Response Unit
- Auxiliary Unit
- Calls for Service
- 2024 Top Calls for Service

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

RESOLUTION: 2025-107

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North recess the April 7, 2025 Regular Meeting of Council at 2:22 p.m. for the purpose of holding meetings under the Planning Act.

CARRIED

COMMITTEE OF ADJUSTMENT

- A06 Minor Variance - Bev Gibson

PUBLIC MEETING

- ZBA 04/25 Aitken Custom Framing Limited and Jason William Aitken

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2025-108

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North resume the April 7, 2025 Regular Meeting of Council at 2:37 p.m.

CARRIED

PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING

- By-law Number 022-2025 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. (Part Park Lot 10 South of Princess St, Plan of Mount Forest, now in the Township of Wellington North; Part 1 on 61R-21401 - Aitken Custom Framing Limited and Jason William Aitken)

RESOLUTION: 2025-109

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 022-2025 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read and passed. (Part Park Lot 10 South of Princess St, Plan of Mount Forest, now in the Township of Wellington North; Part 1 on 61R-21401 - Aitken Custom Framing Limited and Jason William Aitken)

CARRIED

DEPUTATIONS

- John and Julie Bennis
 - Flooding at 460 Clyde Street

Mr. Bennis appeared virtually to express concerns regarding flooding that occurred on his property which he felt was caused by a culvert installation in 2024 to divert water from higher ground to a ditch attached to their property to accommodate development. They would like to have the culvert removed as they are at the lowest point of the street and now taking in extra water.

Mayor Lennox stated that Council is very aware of the impact of the rapid snow melt on their property, and staff are engaged with our engineering team to review the situation and try to prevent it from reoccurring. Before everything is finalized the members of the neighbourhood will be asked to participate in the process to make sure all issues are identified to ensure preexisting challenges are also taken care of at the same time.

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, March 24, 2025

RESOLUTION: 2025-110

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on March 24, 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

2a, 3a, 4a, 5a, 7b

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2025-111

Moved: Councillor Renken

Seconded: Councillor Hern

THAT all items listed under Items For Consideration on the April 7, 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 Mount Forest Business Improvement Area Association Meeting held on March 18, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive the Maitland Valley Conservation Authority minutes of Membership Meeting #1-2025 held on January 22, 2025, and the Annual Meeting of the Membership #2-2025 held on February 26, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2025-005 being the Building Permit Review for the month of January 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2025-006 being the Building Permit Review for the month of February 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-008 being a report on Eastridge Landing Subdivision (Arthur) Phase 3 - Stage 4 Preliminary Acceptance and Security Reduction;
AND THAT Council receive the correspondence from Frank Vanderloo, B.M. Ross And Associates Limited, dated March 5, 2025, regarding Eastridge Landing

Subdivision (Arthur) Phase 3 – Stage 4 Preliminary Acceptance and Security Reduction;

AND FURTHER THAT Council grant 2073022 Ontario Inc. (James Coffey) Preliminary Acceptance for Stage 4 of Phase 4 (Walsh Street, Lots 1 to 29; Blocks 62& 63) of the Eastridge Landing Subdivision (Draft Plan 23T-13001) effective November 7, 2024;

AND FURTHER THAT Council grant 2073022 Ontario Inc. (James Coffey) a reduction in Phase 3 securities to \$120,000.00.

THAT the Council of the Corporation of the Township of Wellington North receive the Crime Stoppers Guelph Wellington Spring 2025 Newsletter

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

Councillor Burke left the meeting as she had previously declared a pecuniary interest with Report DEV 2025-007.

RESOLUTION: 2025-112

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2025-007 Consent Application B7-25 Trevor Scott and Crystal Stewart. (Severance).

AND THAT Council support consent application B7-25 as presented with the following conditions.

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- 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;
- 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;

- 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;
- THAT the Owner acknowledges that a Service Connection Permit will be required for the severed lot in conjunction with a building permit;
- 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 Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.
CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2025-113

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2025-004 being a report on the award of Tender 2025-019 for the Arthur Municipal Office Renovation;

AND THAT the Council award Tender 2025-019 to FINA Construction Limited at a total cost to the Township of \$375,051.00 (excluding HST).

AND FURTHER THAT Council authorize staff to sign any necessary agreements with FINA Construction Limited.

CARRIED

RESOLUTION: 2025-114

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED2025-006 being a report on the Owen Sound to Guelph Voyago inter-community Bus Service

AND THAT Council authorizes the Mayor and Clerk to sign the By-law to amend the licensing agreement with the City of Owen Sound to March 31, 2026.

CARRIED

Councillor Hern left the meeting as she had previously declared a pecuniary interest with the Vendor Cheque Register dated April 1, 2025

RESOLUTION: 2025-115

Moved: Councillor Burke

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated April 1, 2025.

CARRIED

Councillor Hern returned to the meeting

Councillor Burke left the meeting as she had previously declared a pecuniary interest with the Municipality of West Grey Notice of Complete Application & Public Meeting, Zoning Bylaw Amendment.

RESOLUTION: 2025-116

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Municipality of West Grey Notice of Complete Application & Public Meeting, Zoning Bylaw Amendment No. ZA08.2025, (114, 119, 122 Norpark Avenue)

CARRIED

Councillor Burke returned to the meeting.

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

- Reminder that Cultural Roundtable Newcomer and Volunteer event will be held on May 1st. Tickets are still available for this free event, but registration through Event Bright is required.

Councillor Burke (Ward 2):

- Mount Forest Aquatics Ad-Hoc Advisory Committee is actively fundraising to corporate members of the community. They are hopeful there will be additional announcements soon

Councillor McCabe (Ward 4):

- ROMA meeting will be held on Thursday and Friday. He will provide an update at the next Council Meeting.

Mayor Lennox:

- Saturday, April 12th the Mount Forest Legion, in cooperation with the Ontario Trillium Foundation, will celebrate the completion of their grant and upgrades completed with the grant.

BY-LAWS

- By-law Number 021-2025 being a by-law to amend By-law No. 070-2020 being a by-law to authorize the execution of a Licensing Agreement between The Corporation of the Township of Wellington North and the City of Owen Sound
- By-law Number 023-2025 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North

RESOLUTION: 2025-117

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 021-2025 and 023-2025 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating the History of Newspapers in Mount Forest

CONFIRMING BY-LAW

RESOLUTION: 2025-118

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 024-2025 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 7, 2025 be read and passed.

CARRIED

ADJOURNMENT


RESOLUTION: 2025-119

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Regular Council meeting of April 7, 2025 be adjourned at 3:04 p.m.

CARRIED

Signed by:

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MAYOR

DocuSigned by:
Karren Wallace
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CLERK