

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JULY 14, 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/86223101466>

Or join by phone:

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

Webinar ID: 862 2310 1466

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the July 14, 2025 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

O'CANADA

PRESENTATIONS

1. Arthur Curling Club, Chris Roelofsen, President, and Tracey Skochinski, Treasurer
 - Loan request

RECESS TO MOVE INTO MEETINGS UNDER THE PLANNING ACT

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the July 14, 2025 Regular Meeting of Council at : p.m. for the purpose of holding meetings under the Planning Act.

PUBLIC MEETING

- ZBA 01/25 Housekeeping
- ZBA 07/2512375532 Canada Incorporated

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the July 14, 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, June 23, 2025 001

Recommendation:

THAT the minutes of the Regular Meeting of Council held on June 23, 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 July 14, 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 Business Improvement Area, May 2, 2025 022

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 May 2, 2025.

- b. Grand River Conservation Authority, Summary of the General Membership Meeting, June 27, 2025 024

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 June 27, 2025.

2. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2025-020, Volunteer Celebration and Newcomer Welcome 025

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-020 being a report on the upcoming Volunteer Celebration and Newcomer Welcome event;

AND THAT Council invite all volunteers and newcomers in our community to join us on Thursday, September 18, 2025 from 11:00 a.m. to 2:00 p.m. at the

Mount Forest and District Sports Complex for a Volunteer Celebration and Newcomer Welcome event.

- b. Report C&ED 2025-024, RFQ 2025-022 Mount Forest Sliding Door Replacement 029

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-024 being a report on the award of RFQ 2025-022 Mount Forest Sliding Door Replacement;

AND THAT the Council award RFQ 2025-022 to Golden Triangle Door Automation at a total cost to the Township of \$ 36,172.36 (including HST);

AND FURTHER THAT Council authorize staff to sign any necessary agreements with Golden Triangle Door Automation.

- c. Report C&ED 2025-025, Temporary Amendment to the Alcohol Risk Management Policy 031

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-025 being a report on the temporary amendment to the Alcohol Risk Management Policy Section 2.1 for the Mount Forest Rib Fest "Get Your Hillbilly On" on July 17, 2025;

AND THAT Council approve the amendment to the Alcohol Risk Management Policy Section 2.1 to allow the sale and consumption of alcohol through a Special Occasion Permit (SOP) that includes the Entrance/Foyer and a portion of the West parking lot at the Mount Forest and District Sports Complex.

3. FINANCE

- a. Report TR 2025-005, Arthur Area Curling Club interest free loan 046

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-005 being a report on the Arthur Area Curling Club interest free loan;

AND THAT Council approve a bridge loan not to exceed \$200,000.00 for repairs on the Arthur Area Curling Club;

AND FURTHER THAT Council directs staff to prepare a loan agreement with the Arthur Area Curling Club in the amount of \$200,000 at zero percent interest rate for a period of five years, commencing July 1 2026;

AND FURTHER THAT if the loan is not paid by July 1, 2031 that interest be charged at a rate based on the applicable Bank of Canada prime rate as of July 2, 2031;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to enter into the agreement.

- b. Report TR 2025-06, Development Charges By-law Review and Update 053

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-006 being a report on the Development Charges By-law update and Draft Amending By-law dated June 19, 2025, prepared by DFA Infrastructure International Inc.

AND THAT Council direct staff to proceed with the public meeting process and statutory notice requirements for consideration of the amending by-law.

4. INFRASTRUCTURE

- a. Report INF 2025-014, George Street (Arthur) Pedestrian Crossing 087

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-014 being a report on George Street (Arthur) Pedestrian Crossing;

AND FURTHER THAT Council direct staff to combine 2 existing parking stalls in the municipal parking lot located at 154 George Street and create one (1) new barrier free parking stall;

AND FURTHER THAT Council direct staff to submit Triton warrant analysis report to MTO for approval of a new Level 2, Type B PXO at the existing mid-block pedestrian curb extension location.

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

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

Councillor Burke (Ward 2):

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

Councillor Hern (Ward 3):

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

Councillor McCabe (Ward 4):

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

Mayor Lennox:

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

BY-LAWS

- a. By-law Number 042-2025 being a by-law to authorize the execution of a Memorandum of Understanding between The Corporation of the Township of Wellington North and Arthur Area Curling Club for a loan 113

Recommendation:

THAT By-law Number 042-2025 be read and passed.

CULTURAL MOMENT

- Celebrating Mike Murphy 115

CONFIRMING BY-LAW

117

Recommendation:

THAT By-law Number 043-2025 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 July 14, 2025 be read and passed.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of July 14, 2025 be adjourned at __: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Wellington North Farmers' Market, 393 Parkside Drive, Mount Forest	Every Saturday until September 27th	8:30 a.m. to 12:00 p.m.
Main Street (Highway 6) Connecting Link Rehabilitation Public Information Centre, Mount Forest Firehall, 381 Main Street N.	Wednesday July 16, 2025.	5:00 p.m. to 7:00 p.m.
Arthur Business Improvement Area Meeting (virtual)	Wednesday, July 16, 2025	7:30 p.m. to 8:30 p.m.
Mount Forest Chamber of Commerce Meeting, Mount Forest Chamber Officer	Tuesday, July 29, 2025	5:00 p.m. to 6:00 p.m.
Regular Council Meeting	Monday, August 11, 2025	2:00 p.m.
Mount Forest Business Improvement Area, Mount Forest & District Sports Complex, Meeting Room	Tuesday, August 12, 2025	8:00 a.m. to 9:00 a.m.
Cultural Roundtable Meeting, Mount Forest & District Sports Complex, Meeting Room	Tuesday, August 12, 2025	12:00 p.m. to 2:00 p.m.
Arthur Chamber of Commerce Meeting, Arthur Arena, Upper Hall	Wednesday, August 13, 2025	7:30 p.m. to 8:30 p.m.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JUNE 23, 2025 AT 4:30 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 4:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING
[June 23, 2025, Township of Wellington North Council Meeting \(youtube\)](#)**

Members Present:

**Mayor: Andrew Lennox
Councillors: Sherry Burke
Lisa Hern
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
Director of Fire Services:	Chris Harrow
Deputy Fire Chief:	Marco Guidotti
Deputy Fire Chief:	Callise Loos
Manager of Development Planning:	Curtis Marshall

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-161

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Agenda for the June 23, 2025 Regular Meeting of Council be accepted and passed with the following amendments:

- The order of business be amended to provide for deputations to be made in advance of regular business.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared an indirect pecuniary interest with Items for Consideration, 2. Infrastructure, item a. Report INF 2025-010, Cork Street Urbanization; specifically,

the portion dealing with Mamta Developments Inc. as her employer did survey work on that project.

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: 2025-162

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 4:35 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

- Verbal report municipal solicitor, infrastructure
- C&ED 2025-018 sale of land
- C&ED 2025-021 sale of land

2. REVIEW OF CLOSED SESSION MINUTES

- April 22, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-163

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 5:54 p.m.

CARRIED

RESOLUTION: 2025-164

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report from the municipal solicitor regarding infrastructure;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-165

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-018, sale of land;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-166

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-021;

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2025-167

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the April 22, 2025 Council Meeting.

CARRIED

The Mayor recessed the meeting at 5:56 p.m. and the resumed the meeting at 6:09 p.m.

DEPUTATIONS

1. Paolo Pambianchi, Arthur Green Developments Inc.

- Sewer allocation for 164 George Street, Arthur, and 168 George Street, Arthur

Mr. Pambianchi appeared before Council to request confirmation of the necessary sewage allocation originally contemplated for the affordable, purpose-built rental housing in the central business area of Arthur on a pre-existing brand-new sewer lateral with adequate capacity. He received a letter regarding a moratorium on sewer allocation; but, assumed with the receipt of the site plan application process and the heavy weighting of the project as an infill development in the commercial central zone with affordable housing opportunities, that it did have the allocation. Submissions were made for multiple properties, but confirmation has not been received. The

property at 164 George Street will have nine residential units and 168 George Street will have seven.

Staff confirmed ten allocations are available for small infill awarded at the building permit stage, however the applications on George Street have not met site plan approval requirements, so a building permit will not be issued at this time.

2. Amber Stewart, Amber Stewart Law

- Cork Street Urbanization, John Welton Custom Homebuilding Ltd., Sunvale Homes

Ms. Stewart addressed Council on behalf of her client, John Welton, Sunvale Homes, is opposed to the proposed cost-sharing arrangement for the urbanization of Cork Street. She requested a deferral to allow further consultation. She noted she has a legal concern about the Township's ability to impose a requirement to share in costs that are not reasonable, or required, to accommodate this development. If required, the costs should have been included in the development charges. It is not fair to ask Sunvale Homes to contribute significantly to improvements benefiting existing development. Mr. Welton is willing to collaborate on a fair cost-sharing plan and requested deferral of the matter to allow time for resolution. She advised if the proposal is imposed, they may appeal to the tribunal.

3. Travis Burnside, Eng, Cobide Engineering

- Cork Street Urbanization, Harjinder Kang, Mamta Developments Inc.

Mr. Burnside appeared before Council on behalf of Mamta Developments and stated that he is also the engineer for Sunvale Homes. He noted they believe there is no legal basis to request additional funding on top of the development charges, stating existing developments in the area paid considerably less. His client is asking that Council defer this report and propose that staff reconsider the cost sharing and set up a meeting with developers to discuss this further and work towards an amicable solution.

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

1. Robert MacFarlane, Senior Associate, Zelinka Priamo Ltd.

- Report INF 2025-011, Mount Forest Drive Urbanization

Mr. MacFarlane appeared before Council representing Choice Properties REIT Ontario Properties Limited, owner of 504 Main St. N noting his client is opposed to the additional fees. He advised the proposed urbanization is based on a pedestrian connection that is not grounded in an identified need as Mount Forest Drive dead ends beyond his client's property and has no identified, or planned, extension to facilitate extension beyond the client's property. There is no policy in the Official Plan that would warrant this staff report or recommendation or necessitate his client's obligation to provide funding for this upgrade. His client is committed to improving the

site, but requests deferral to allow time for them to work with staff to facilitate what would be reasonable for a development of this nature.

O'CANADA

AWARDS / DECLARATION / RECOGNITION

- Wellington Heights Secondary School Special Olympics Bocce Team
- Ontario Volunteer Awards Presentation
- Senior of the Year

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 2, 2025

RESOLUTION: 2025-168

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the minutes of the Regular Meeting of Council held on June 2, 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

1c, 2a, 2b, 2c, 3a, 5b, 6a, 7a, 9a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2025-169

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items For Consideration on the June 23, 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 County of Wellington Accessibility Advisory Committee meeting held on May 1, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Area Association Meeting held on June 10, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-013 being a report on award of the Main Street Rehabilitation project;

AND THAT Council award RFT 2025-020 to Cox Construction Limited at a cost of \$1,771,143.56 inclusive of taxes;

AND FURTHER THAT Council direct staff to increase the budget associated with this project for road work by \$189,148 funded from the Capital Infrastructure Reinvestment Reserve Fund;

AND FURTHER THAT Council direct staff to increase the budget associated with this project for sanitary work and water work by \$442,629 funded from the consolidated Sanitary and Waterworks Reserve Fund;

AND FURTHER THAT Council direct staff to invoice \$11,549.76 to A & M Investments Inc. for the decommissioning of the existing water service on Main Street South in Mount Forest;

AND FURTHER THAT Council authorize Manager of Infrastructure and Engineering or their designate to sign any necessary agreements with Cox Construction Limited to execute the Main Street Rehabilitation project.

THAT the Council of the Corporation of the Township of Wellington North receive the Tri-Fire Services Quarterly Report, January to March 2025.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated June 17, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-004 Tile Drain Loan Small – 9168 Highway 6;

AND THAT Council approve the requested tile drain loan in the amount of \$50,000.00 for a term of ten years at 6%;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to authorize the loan.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CBO 2025-009 being the Building Permit Review for the month of May 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report receive Report CLK 2025-006 being a report to set the Council meeting schedule for 2026.

AND THAT Council approves the Council meeting schedule for 2026.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2025-170

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table Meeting held on May 2, 2025.

CARRIED

Councillor Burke left the meeting as she had previously declared pecuniary interest.

RESOLUTION: 2025-171

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT Council defer Report INF 2025-010 Cork Street Urbanization

CARRIED

RESOLUTION: 2025-172

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-010 Cork Street Urbanization;

AND THAT Council approves the cost sharing approach for the development requirement of Cork Street Urbanization between Princess Street and Martin Street with the Opinion of Probable Cost to be calculated using residential units and funding to be split between Township of Wellington North, Aitken, Sunvale Subdivision Development and Mamta Subdivision Development as follows:

- Township of Wellington North - \$966,250
- Aitken Custom Framing - \$36,750
- Sunvale Subdivision Development - \$671,250
- Mamta Subdivision Development - \$261,750

AND FURTHER THAT Council direct staff to include Cork Street Urbanization requirement for Sunvale Subdivision Development and Mamta Subdivision Developments as part of their Development Agreement and funds to be received prior to the start of interior servicing to the individual developments in order to implement the conditions of approval of those subdivision developments;

AND FURTHER THAT Council direct staff to include future sidewalk contribution from Aitken Custom Homes as part of the Development Agreement and funds to be received prior to the start of servicing to the individual development;

AND FURTHER THAT Council approve a budget of \$75,000 for the Cork Street Reconstruction engineering design as part of the 2026 Capital Budget.

Motion to defer was moved and seconded and carried.

Councillor Burke returned to the meeting.

RESOLUTION: 2025-173

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT Council defer Report INF 2025-011 Mount Forest Drive Urbanization.

CARRIED

RESOLUTION: 2025-174

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-011 Mount Forest Drive Urbanization;

AND THAT Council approves the cost sharing approach for the development requirement of Mount Forest Drive Urbanization between Main Street to dead end to be split between Township of Wellington North and Choice Properties as follows:

- Township of Wellington North - \$593,000
- Choice Properties - \$307,000;

AND FURTHER THAT Council direct staff to include Mount Forest Drive Urbanization requirement for Choice Properties as part of their Development Agreement and funds to be received prior to the start of servicing to the development in order to implement the conditions of approval of the development;

AND FURTHER THAT Council approve a budget of \$75,000 for the Mount Forest Drive Reconstruction engineering design as part of the 2026 Capital Budget.

DEFERRED

Council provided direction to staff to confirm the need for sidewalks between Main Street to the dead end.

RESOLUTION: 2025-175

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-012 being a report on Spring Traffic Counts for information.

CARRIED

RESOLUTION: 2025-176

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2025-004, Tri-Fire Service Strategic Plan

CARRIED

RESOLUTION: 2025-177

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2025-011 regarding the final approval of the Highland Farm Service Inc. Site Plan Control Agreement for the new Maple Lane Farm Service Inc. location.

CARRIED

RESOLUTION: 2025-178

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-017 Community Improvement Plan application;

AND THAT Council approve a Building Conversion and Improvement Grant in the amount of \$5,000 to Panini and Pour Inc. for business upgrades.

CARRIED

RESOLUTION: 2025-179

Moved: Councillor McCabe

Seconded: Councillor Burke

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out

against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.

NOW THEREFORE BE IT RESOLVED:

THAT Council of the Corporation of the Township of Wellington North supports the Elect Respect pledge and commits to:

Treat others with respect in all spaces—public, private, and online,

Reject and call out harassment, abuse, and personal attacks,

Focus debate on ideas and policies, not personal attacks,

Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,

Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and

Model integrity and respect by holding one another to the highest standards of conduct.

AND THAT Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca.

AND FURTHER THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, and Matthew Rae, Perth Wellington MPP.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):

- The Mount Forest Aquatics Ad-Hoc Advisory Committee has raised \$260,000. The Southgate donation was acknowledged, and there have been some

smaller donations received. They continue to actively look for donations to get to eighty percent and are looking for a little over 900,000.

- Mount Forest Fireworks Festival Committee is still looking for volunteers. There are a lot of reoccurring events. A new event this year is looking to embrace the number of pizza shops in Mount Forest with the Battle of the Bites, a pizza show down on the Friday night.
- Hospital Gala final numbers are not in yet as they are calculating their final expenses. The last item auctioned raised over \$52,000.
- Attended Wellington Heights Secondary School Commencement and presented three awards on behalf of the Township.

Councillor McCabe (Ward 4):

- Attended a ROMA meeting June 10 to 13 at Mississippi Mills, which is the zone of the Chair. It coincided with the Healthy democracy summit.
- Meeting Minister of Rural Affairs Thompson in Clinton tomorrow.

BY-LAWS

- a. By-law Number 037-2025 being a by-law to authorize a Lease Agreement between The Corporation of the Township of Wellington North and the Arthur Food Bank (described as Crown Survey Part Lot 48, 146 George Street, sometimes known as the former Village of Arthur Municipal Office, in the Township of Wellington North, former Village of Arthur)
- b. By-law Number 038-2025 being a by-law to authorize the execution of Connecting Links Program Contribution Agreement with His Majesty the King in right of Ontario (s represented by the Minister of Transportation) and The Corporation of the Township of Wellington North for Smith Street Arthur)
- c. By-law Number 039-2025 being a rating by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act
- d. By-law Number 040-2025 being a by-law to set the rates for 2025 taxation and to provide for the collection thereof

RESOLUTION: 2025-180

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 037-2025, 038-2025, 039-2025, and 040-2025 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating the Swamp Sisters

CONFIRMING BY-LAW

RESOLUTION: 2025-181

Moved: Councillor Burke

Seconded: Councillor: McCabe

THAT By-law Number 042-2025 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 June 23, 2025 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2025-182

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Regular Council meeting of June 23, 2025 be adjourned at 8:24 p.m.

CARRIED

MAYOR

CLERK

TOWNSHIP OF WELLINGTON NORTH DEPUTATION REQUEST FORM

Name / Spokesperson:

Name of Group or Organization (if applicable):

Address:

Email:

Phone:

Date of Meeting:

Topic of Deputation:

Please attach your presentation/notes specify what action would you like the Township of Wellington North to take with respect to your matter

Estimated Municipal Financial Impact

Capital \$:

Annual Operating \$:

Signature:

Date:

Date & time received by Clerk:

Deputation requests must be submitted by 3:00 p.m. on the Monday preceding a Council Meeting.

If you wish to depute on a matter appearing on a published agenda, a request must be submitted by 11:00 am on the day of the meeting.

**VIA EMAIL**

June 23, 2025

Mayor and Members of Council
Township of Wellington North
7490 Sideroad 7 W, PO Box 125
Kenilworth, Ontario, N0G 2E0

Attention: Karren Wallace, Director Legislative Services/Clerk

**Re: Township of Wellington North Council Meeting, June 23, 2025
Staff Report INF 2025-010
Comments and Request for Deferral on Behalf of CP REIT Ontario
Properties Limited**
Our File: CHO/MTF/23-01

We are the planning consultants for CP REIT Ontario Properties Limited ("Choice") who is the landowner of the property located at 504 Main St. N., in the Township of Wellington North (the "Choice Lands").

We write this letter to express our client's concern with Staff Report INF 2025-010, and request that a decision on this matter be deferred. Our client only became aware of the Staff Report (which has substantial implication for the Choice Lands) in the afternoon of Thursday June 19th, and has not agreed to the financial commitments (\$307,000) that the Staff Report recommends imposing on Choice.

BACKGROUND

Choice has submitted applications for the infill development of the vacant south portion of the Choice Lands. Choice has an active application for Site Plan Approval, which proposes the development of one new commercial unit totaling approximately 1,575 sq.m of additional commercial space. The Choice Lands are developed with existing commercial uses, including a No Frills grocery store. The Site Plan Approval application proposes a new pedestrian pathway through the site, creating a pedestrian connection from Main Street to the existing and proposed commercial uses.

Previous applications were approved by Council to facilitate development of the Choice Lands. Official Plan Amendment ("OPA") and Zoning By-law Amendment ("ZBA") applications were submitted on May 23, 2024 (File No. OP-2024-01 and File No. ZBA 09/24) and adopted by County of Wellington Council on February 5, 2025, and by the Township of Wellington North on March 10, 2025, respectively.

We have reviewed Staff Report INF 2025-010 and have the below preliminary comments and may provide further comments as required.

STAFF REPORT INF 2025-010 AND THE REQUEST

Staff Report INF 2025-010 recommends a motion that would include approval of a "cost sharing approach" between the Township of Wellington North and Choice, which would **require that Choice provide \$307,000 towards the Mount Forest Drive Urbanization as a condition of approval of development of the Choice Lands.**

Choice was not consulted as to the recommended cost sharing agreement, and does not agree to provide the municipality with \$307,000 as a condition of development.

PRELIMINARY COMMENTS

Overall, we have concerns that Township Staff did not consult with Choice prior to the release of Staff Report INF 2025-010 with the recommended Cost Sharing Agreement to facilitate urbanization of Mount Forest Drive. **We respectfully request that Council defer Staff Report INF 2025-010 to allow further consultation between Township Staff and Choice.**

By way of background, we met with Township Staff on March 4, 2025, to discuss the SPA comments, specifically as it relates to the requested sidewalks along Mount Forest Drive. At this meeting, we continued to express that it is our opinion that the requested sidewalk along Mount Forest Drive is unreasonable. Following the meeting, we followed up with Staff on April 3, 2025, via email, continuing to express our opinion. On May 12, 2025, Staff advised via email they would be completing a “probable cost estimate” for the requested sidewalk and infrastructure upgrades and would follow up with us once completed. On June 19, 2025, Staff provided us with Staff Report INF 2025-010 for the June 23, 2025 Council Meeting. **Accordingly, Choice is surprised and highly concerned that Staff did not consult as to the proposed Cost Sharing Agreement, prior to providing Council with a recommendation.**

We continue to have the opinion that the urbanization of Mount Forest Drive should not be a pre-requisite of the further development of the Choice Lands. In our submission, the recommendation to impose a \$307,000 condition of development of the Choice Lands is unreasonable and without basis, for the following reasons:

- There are no plans for Mount Forest Drive to be extended past where the road is currently developed. Beyond Choice’s lands, Mount Forest Drive leads into a dead end, where there are agricultural uses that are considered outside of the Township’s “Built Boundary”. **Mount Forest Drive does not provide a broader connection to the community, and there are no plans for this road to do so. Sidewalk connections along Mount Forest Road are unnecessary to facilitate development of the southerly portion of the Choice Lands, and there are alternatives that Choice has proposed to facilitate pedestrian connectivity.**
- We note there is currently a sidewalk along Main St. N, along the entire frontage of the Choice Lands. Additionally, there is a proposed pedestrian connection being proposed from the existing sidewalk along Main St. N to the existing and proposed commercial buildings. **The existing and proposed pedestrian connections (as shown in the enclosed Site Plan) are sufficient to accommodate the future pedestrian traffic to the existing and proposed retail uses.** We note that a Transportation Impact Study (TIS) and addendum were prepared for the OPA, ZBA, and SPA applications, and the TIS did not conclude that the requested Mount Forest Road sidewalks are required to support an increase in pedestrian traffic, as a result of the proposed development.
- The Staff Report encloses a concept site plan dated May 2, 2024. The concept plan referenced by the Staff Report is outdated, reflect plans submitted through a prior ZBA application, and does not accurately reflect what Choice submitted to the municipality for Site Plan Approval. We enclose the site plan dated December 10, 2024, submitted to the municipality as part of the proposed Site Plan Approval application, which depicts pedestrian connections to Main Street North, which is intended to address the comments related to pedestrian accessibility.

- **Based on our review of the County of Wellington Official Plan, there is no policy that would require Choice to commit \$307,000 towards the urbanization of Mount Forest Drive.** As per Policy 12.5.4, “Local roadways include both urban and rural roads under the jurisdiction of a local municipal government. The following policies apply to local roads ... d) urban collector roads and **most [emphasis added]** local urban roads will be served by sidewalks on at least one side”. We note that Mount Forest Drive would be considered a “local urban road”; therefore, the above policy provides flexibility in the requirement of a sidewalk, as it is not appropriate to construct a sidewalk on all local urban roads. Mount Forest Drive does not provide broader connectivity within the municipality, and is a dead-end condition immediately east of the Choice Lands.
- The Staff Report makes reference to the County Official Plan, but does not cite the policy being referenced. **We note that Policy 10.1.3 is not applicable to the proposed Site Plan Approval application, as no new lots are being created.** The reference in the Staff Report is to take into consideration a number of matters “when considering new lot creation, including by plan of subdivision”. Choice is not proposing any new lots, by way of plan of subdivision or consent. Choice has an application for review for Site Plan Approval. **In our submission, the Staff Report does not provide an accurate analysis of the Official Plan policies.**
- The Staff Report states “Traffic counts were completed on April 29, 2025, along Mount Forest Drive with 2,588 vehicles and Main St. N, south of Mount Forest Drive had 11,826 vehicles.” **We are unclear what this statement is intended to convey, and seek clarity.**
- Township of Wellington North By-law No. 059-18 (as amended by By-law 118-19) is a By-law for the imposition of Development Charges (“DCs”). Section 2.1 of By-law 059-89 notes that “Roads and Related” are a category of service that DCs are imposed to cover. **Schedule “A” of By-law 059-89 identifies that “Roads Bridges, Culverts, Sidewalks and Streetlights” are all “100% Eligible” services. It is therefore our understanding that the proposed Mount Forest Drive Urbanization is to be funded by DCs collected by the municipality, not a cost sharing agreement as recommended by Staff.**

Choice requests that Staff Report INF 2025-010 be deferred, for the reasons noted above.

We will continue to review **Staff Report INF 2025-010** in more detail, and subject to any further information provided by Staff, we may provide additional comments or details with respect to the comments already provided. We would appreciate that our office continues to be provided with notice of any and all future considerations that directly refer to the Choice Lands.

Yours very truly,

ZELINKA PRIAMO LTD.



Rob MacFarlane, MPL, MCIP, RPP
Senior Associate

cc. CP REIT Ontario Properties Limited (via email)

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PT LT 33 CON-1 DIV 1 FOR EGRESSMENT (NOW TOWN OF MOUNT FOREST) PTS 1.2, 361, 89375 EXCEPT PT 2 61810132

SITE PLAN LEGEND

- PROPOSED ENTRANCE ARROW
- PROPOSED EXIT ARROW
- EXISTING FIRE HYDRANT
- PROPOSED SIAMESE CONNECTION
- PROPOSED SIGN
- FIRE & TRUCK ROUTE (HEAVY DUTY ASPHALT)
- CONCRETE SIDEWALK
- LANDSCAPING
- PROPOSED PAINTED LINES
- PROPOSED CONCRETE PAD
- PAINTED LINE FOR STOP SIGN
- EXTENT OF OPA AREA
- EXTENT OF WORK

6	2024-12-10	ISSUED FOR SPA 1ST SUBMISSION	WLA
5	2024-11-05	ISSUED FOR REVIEW	AMC
4	2024-10-31	ISSUED FOR REVIEW	AMC
3	2024-10-28	ISSUED FOR REVIEW	MBB
2	2024-09-02	ISSUED FOR REDZONING SUBMISSION	MBB
1	2023-12-04	ISSUED FOR REVIEW	AMC
#	DATE	DESCRIPTION	BY

ChoiceProperties

PROJECT 504 MAIN STREET N.

MOUNT FOREST, ON

SITE PLAN

PROJECT NO.
02.235P02
PROJECT DATE
2024-04-22
DRAWN BY
WLA
CHECKED BY
JJJ
SCALE
AS NOTED

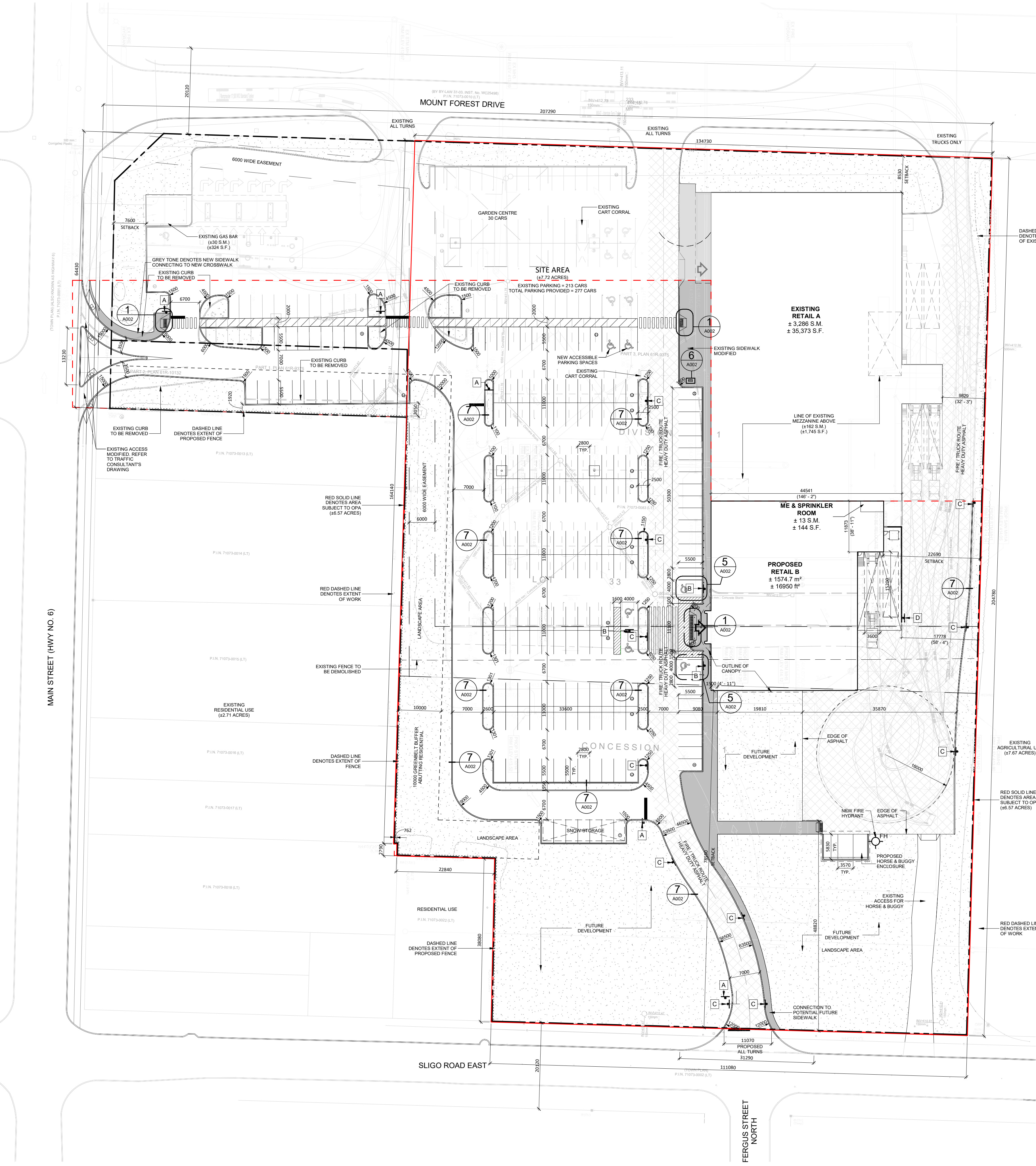
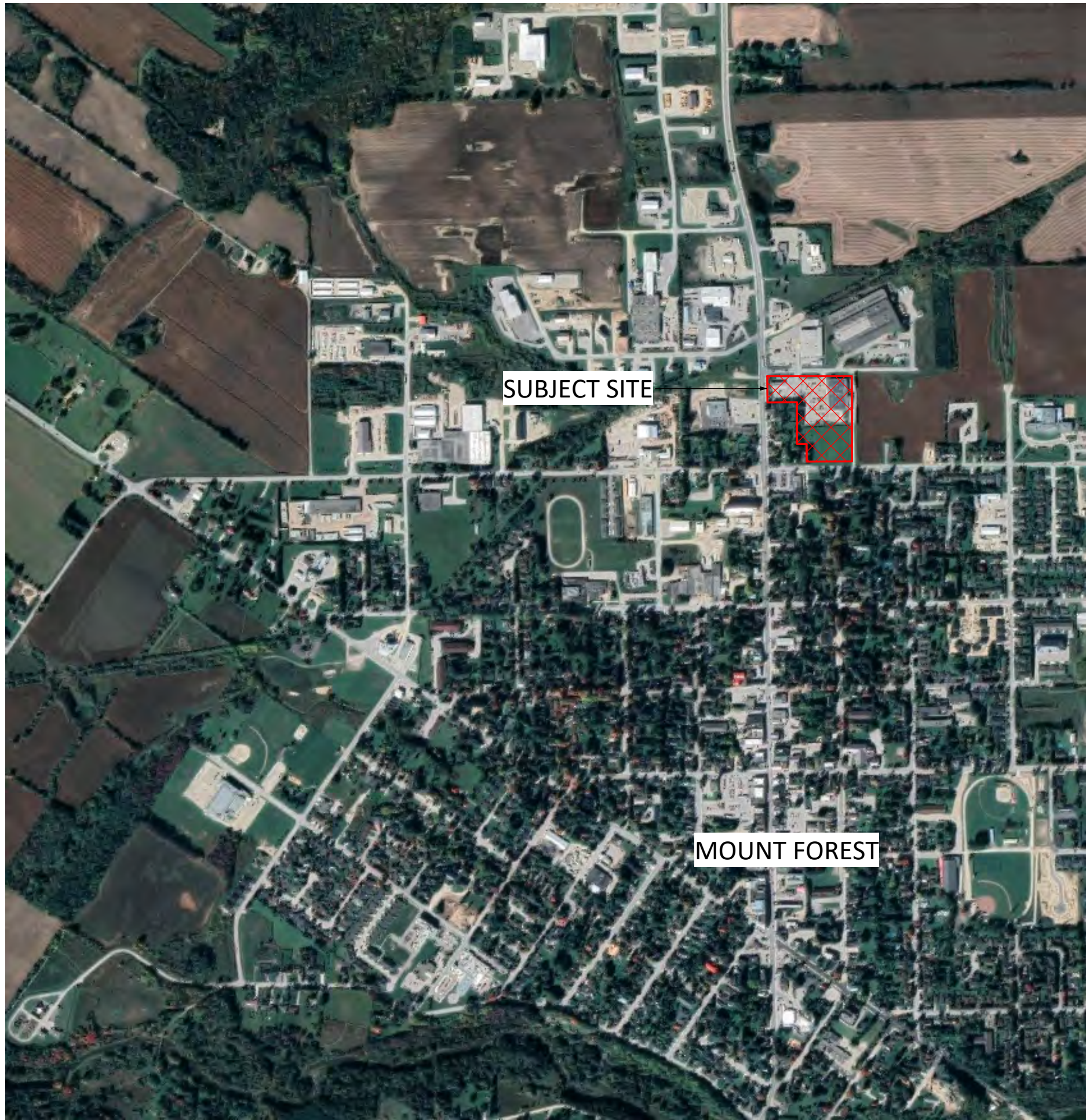


DRAWING NO. A001 REV. 6

STATISTICS

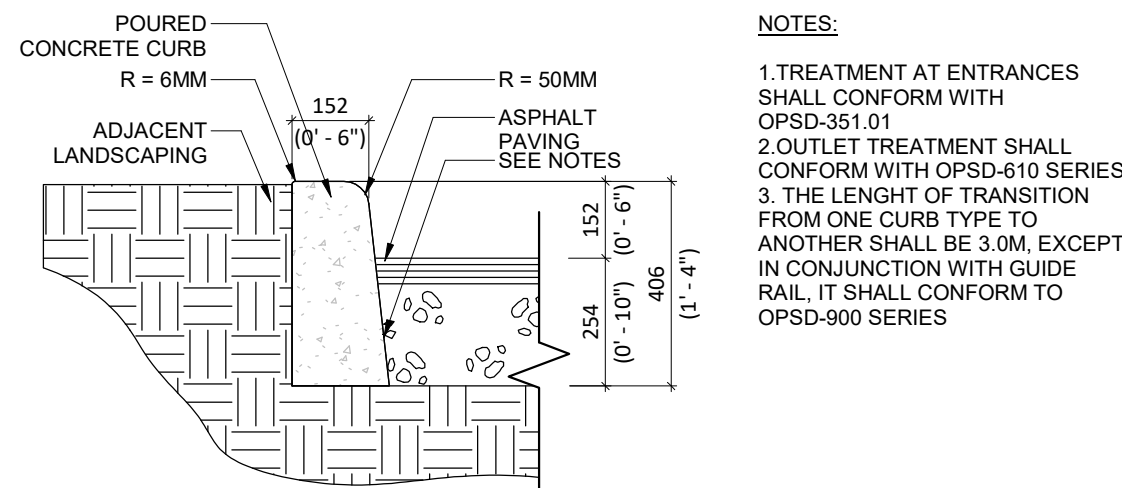
TOTAL SITE AREA	±7.72 ACRES	±3.12 HA.
AREA SUBJECT TO OPA	±6.57 ACRES	±2.66 HA.
EXISTING RETAIL A AREA	±35,372 S.F.	±3,286 S.M.
MEZZANINE AREA	±1,745 S.F.	±162 S.M.
PROPOSED RETAIL B AREA	±16,950 S.F.	±1,575 S.M.
ME & SPRINKLER ROOM	±145 S.F.	±13 S.M.
TOTAL RETAIL AREA(GFA)	±52,322 S.F.	±4,861 S.M.
TOTAL BUILDING AREA	±54,212 S.F.	±5,036 S.M.
EXISTING GAS BAR AREA	±324 S.F.	±30 S.M.
TOTAL BUILDING AREA (INCL. GB)	±54,536 S.F.	±5,067 S.M.
TOTAL GFA (INCL. GB)	±52,646 S.F.	±4,891 S.M.
EXISTING RETAIL A HEIGHT	20.77 FT	6.33 M
EXISTING GAS BAR HEIGHT	17.23 FT	5.25 M
PROPOSED RETAIL B SIGNAGE PORTAL	26.58 FT	8.1 M
EXISTING PARKING		213 CARS
PROPOSED PARKING PROVIDED WITHOUT G.C. (30 CARS)	5.29/1,000 S.F.	5.7/100 S.M.
PROPOSED PARKING PROVIDED WITH G.C. (30 CARS)	4.72/1,000 S.F.	247 CARS
PROPOSED LANDSCAPED AREA		29%
EXISTING LANDSCAPED AREA		46%
PROPOSED COVERAGE		16%
EXISTING COVERAGE		11%

PROPOSED ZONING: C4 SHOPPING CENTRE COMMERCIAL ZONE WELLINGTON NORTH ZONING BY-LAW 66-01	REQUIRED	PROPOSED
LOT AREA	2.3 HA.	3.12 HA.
MIN. LOT FRONTAGE	60.0 M	64.4 M
MIN. FRONT YARD SETBACK	7.6 M	7.6 M
MIN. EXTERIOR SIDE YARD SETBACK	7.6 M	8.5 M (MOUNT FOREST DRIVE) 7.6 M (SLIGO ROAD EAST)
MIN. EXTERIOR SIDE YARD SETBACK	7.6 M	
MIN. INTERIOR SIDE YARD SETBACK	6.0 M	N/A
MIN. REAR YARD SETBACK	6.0 M	22.7 M
MAX. BUILDING HEIGHT	10.5 M	8.1 M
MIN. LANDSCAPED AREA	6%	29%
MAX. LOT COVERAGE	N/A	16%
PARKING SPACE DIMENSIONS	2.8M X 5.5M (15.4 SQM AREA)	2.8M X 5.5M (15.4 SQM AREA)
ACCESSIBLE PARKING DIMENSIONS	2.4M X 5.5M	2.4M X 5.5M
MIN. PARKING SPACES WITHOUT G.C.	272 CARS	277 CARS
(1/18 S.M. GFA)	4.97/100 S.M.	5.06/100 S.M.
MIN. PARKING SPACES WITH G.C.	242 CARS	247 CARS
(1/18 S.M. GFA)	4.42/100 S.M.	4.52/100 S.M.
MIN. ACCESSIBLE PARKING SPACE	13 SPACES	13 SPACES
MIN. LOADING SPACES	6 SPACES (15.2M x 3.6M)	6 SPACES
MAX. FLOOR AREA PER COMMERCIAL UNIT	THE GREATER OF 2,080 S.M. OR HALF OF TOTAL BLDG FLOOR AREA.	PROPOSED BUILDING B: ± 1,575 S.M.
MAX. FLOOR AREA OF A RETAIL FOOD STORE	5,000 S.M.	EXISTING BUILDING A: ± 3,286 S.M.

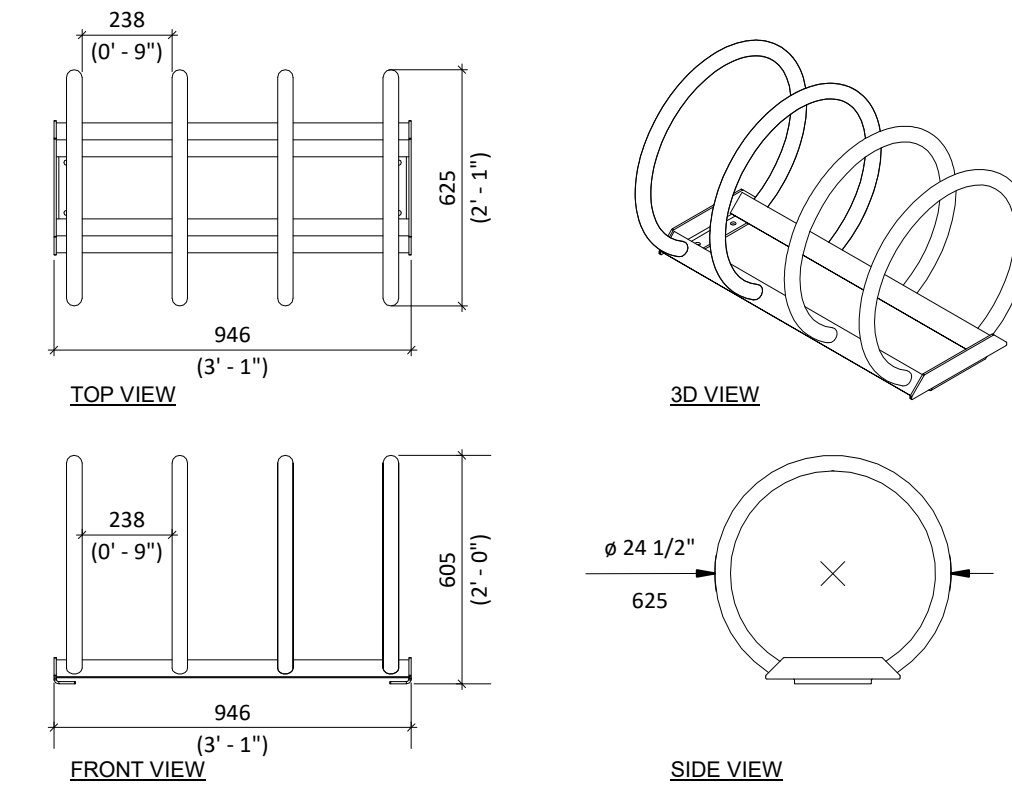


1 SITE PLAN
A001 1:500

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7 CONCRETE CURB SECTION
A002 1 : 15

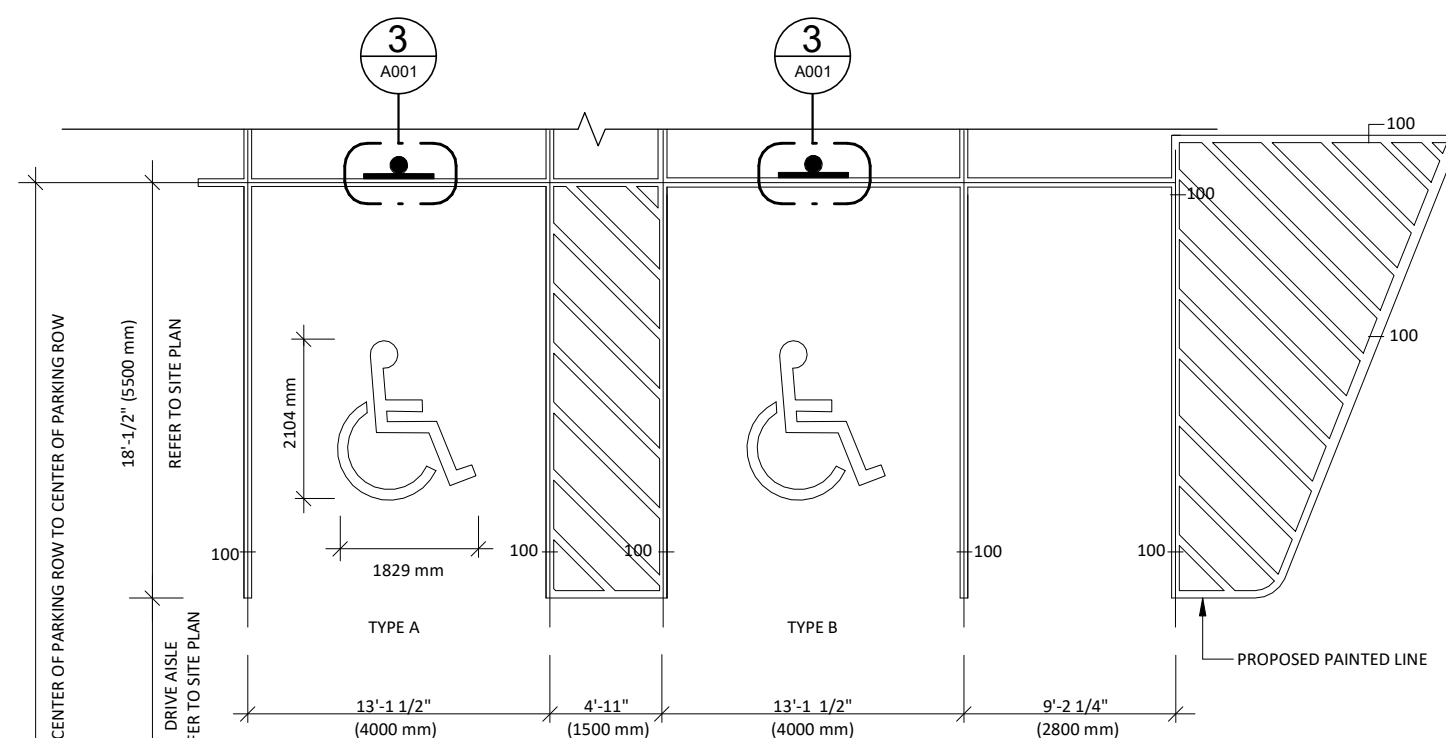


MAGLIN SITE FURNITURE INC.
350 SERIES

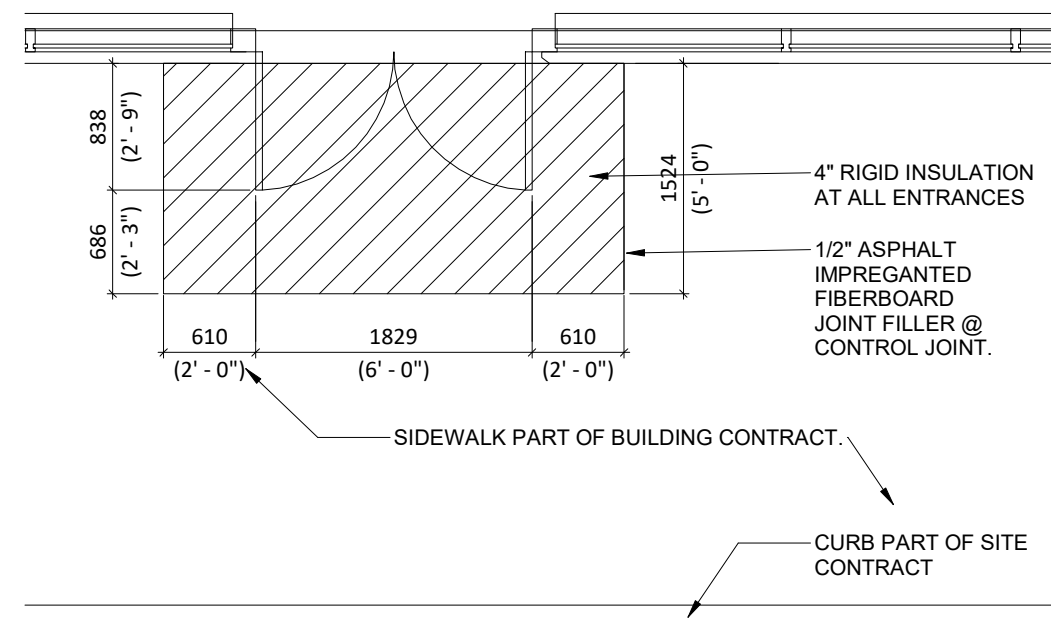
MATERIALS:
FINISH: Bike Rack is constructed using H.S. steel tube, formed steel and solid steel angle. All steel components are protected with E-Coat rust proofing. The Maglin Powdercoat System provides a durable finish on all metal surfaces.
INSTALLATION: The bike rack is delivered pre-assembled. It is available with a surface mount installation.

DIMENSIONS:
Height: 23.81" (60.48cm)
Length: 37.25" (94.82 cm)
Diameter: 24.43" (62.56 cm)
Weight: 79.4 lbs (36.0 kg)

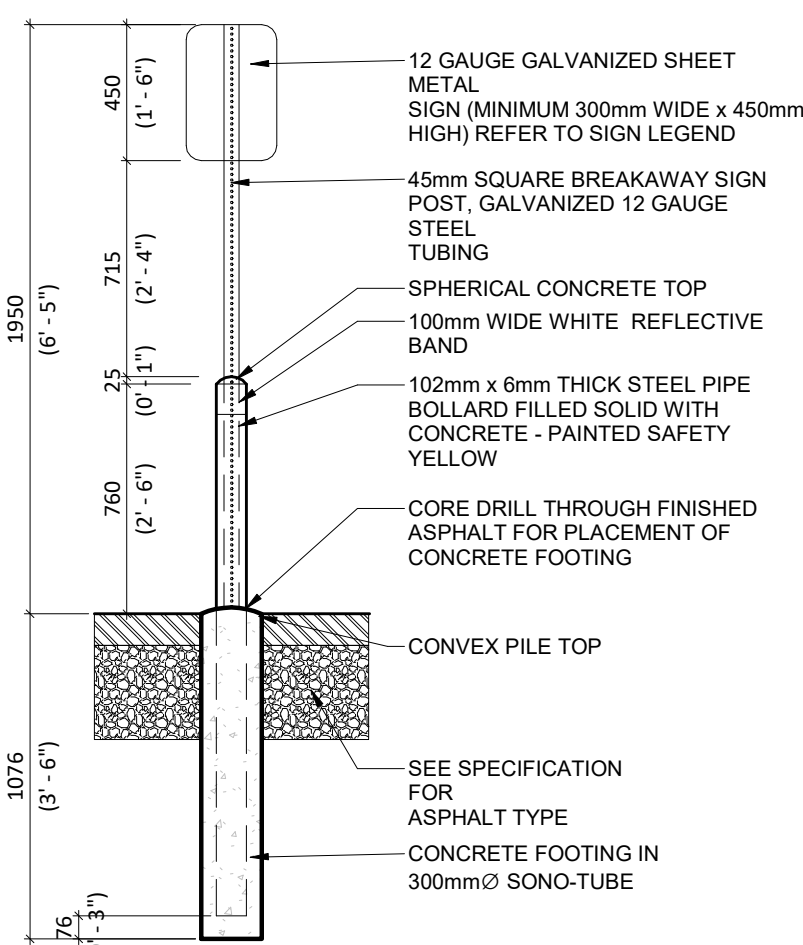
6 BIKE RACK DETAIL - 5 SPACES
A002 1 : 20



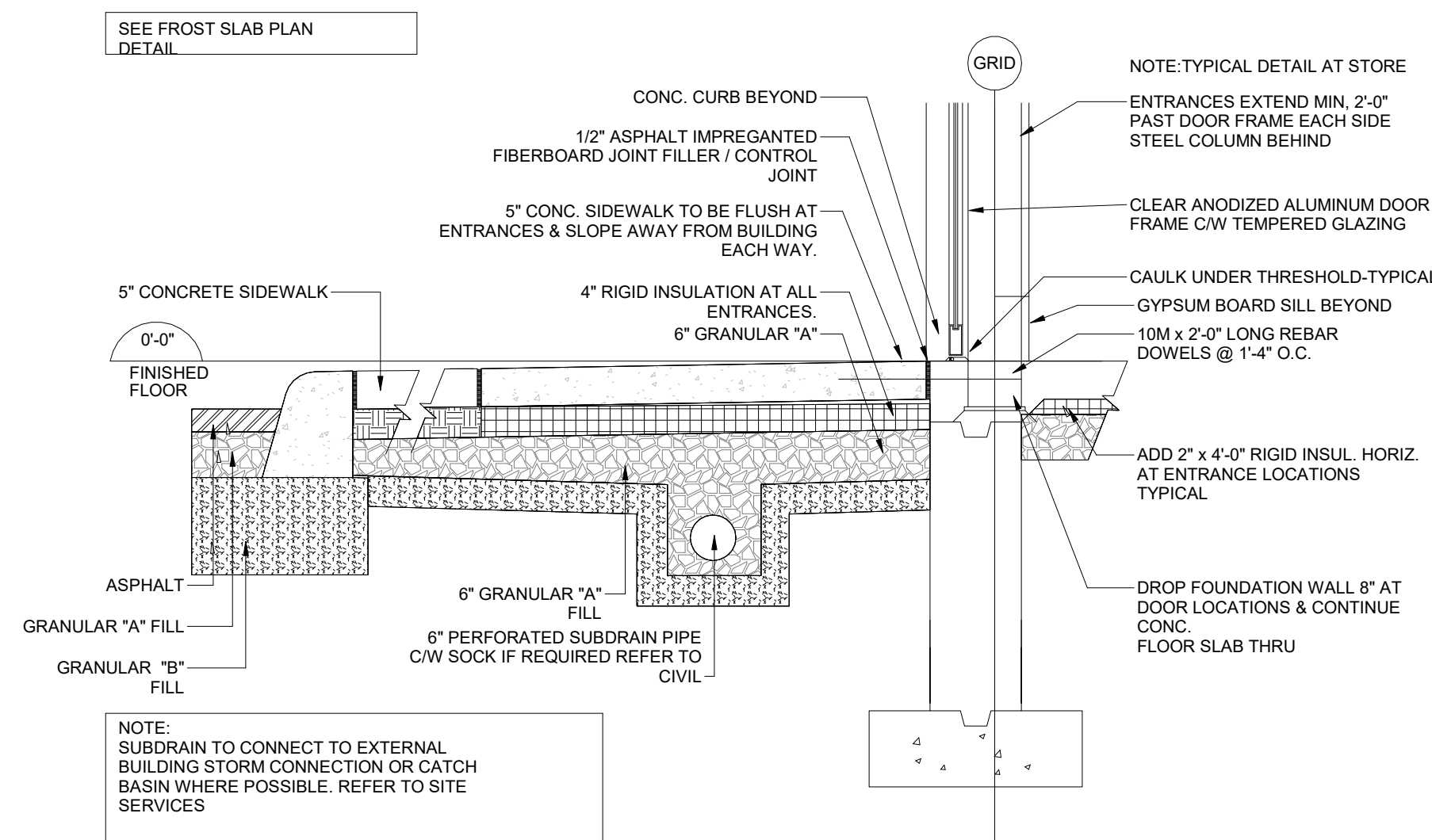
5 STANDARD PARKING DETAIL
A002 1 : 100



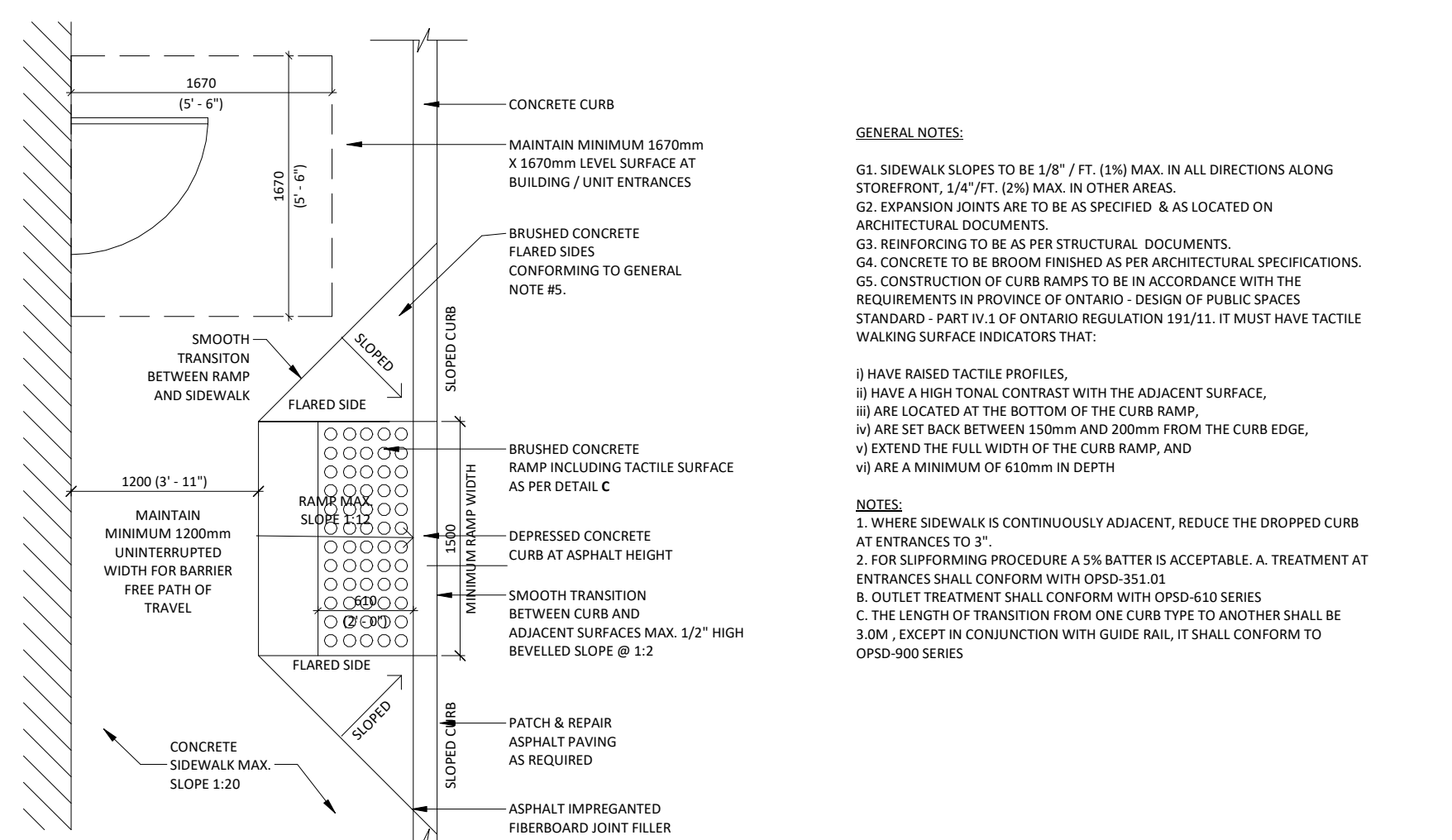
4 FROST SLAB PLAN
A002 1 : 50



3 ACCESSIBLE SIGN WITH BOLLARD
A002 1 : 25



2 FROST SLAB SECTION
A002 1 : 20



1 CURB RAMP
A002 1 : 40

6	2024-12-10	ISSUED FOR SPA 1ST SUBMISSION	WLA
2	2024-08-02	ISSUED FOR REZONING SUBMISSION	MHB
1	2023-12-04	ISSUED FOR REVIEW	AMC
#	DATE	DESCRIPTION	BY

ChoiceProperties

PROJECT
504 MAIN STREET N.

MOUNT FOREST, ON

DRAWING
SITE DETAILS

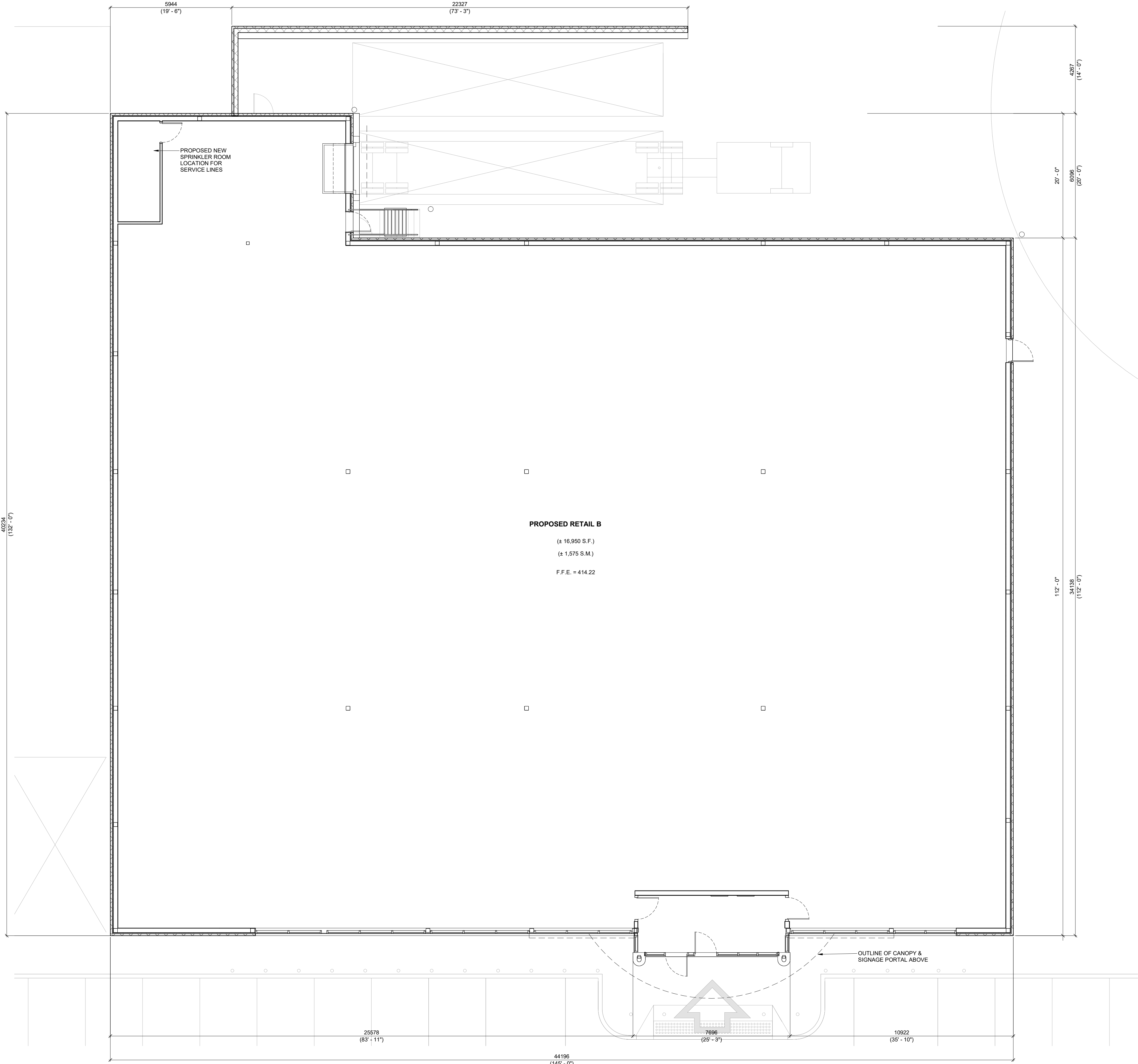
PROJECT NO.
02.235P02
PROJECT DATE
2024-04-22
DRAWN BY
Author
CHECKED BY
JJJ
SCALE
As indicated



DRAWING NO.
A002

REV.
6

2024-12-10 10:20:03 AM



SDM - GROUND FLOOR PLAN KEYNOTES	
Key Value	Keynote Text
204	SIAMESE CONNECTION. ALL PIPING CONTAINED IN WALL CAVITY. REFER TO MECHANICAL AND CIVIL DRAWINGS.

019

TURNER
FLEISCHER

67 Leslie Road
Toronto, ON, M5B 2T8
T 416 425 2222
turnerfleischer.com

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DRAWING LEGEND

	NEW WALLS AND DOORS
	FUTURE INTERIOR FIT-OUT WALLS, DOORS OR BULKHEADS FOR REFERENCE ONLY. NOT INCLUDED IN SCOPE OF WORK.
	EXTENT/ LOCATION OF FROST SLAB. REFER TO DETAILS
	LINE DENOTES 1 HOUR FIRE RATED WALL
	LINE DENOTES VERTICAL STEEL BRACING. REFER TO STRUC. DWGS. FOR EXTENT & LOCATIONS
	ELECTRICAL PANELS FOR REFERENCE ONLY. REFER TO ELECTRICAL DRAWINGS.

2	2024-12-10	ISSUED FOR SPA 1ST SUBMISSION	WLA
#	DATE	DESCRIPTION	BY

ChoiceProperties

PROJECT

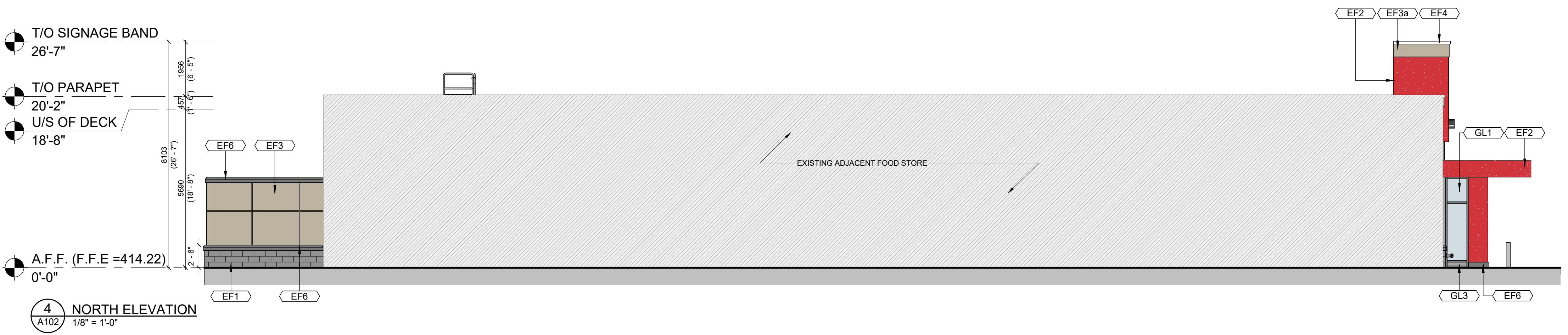
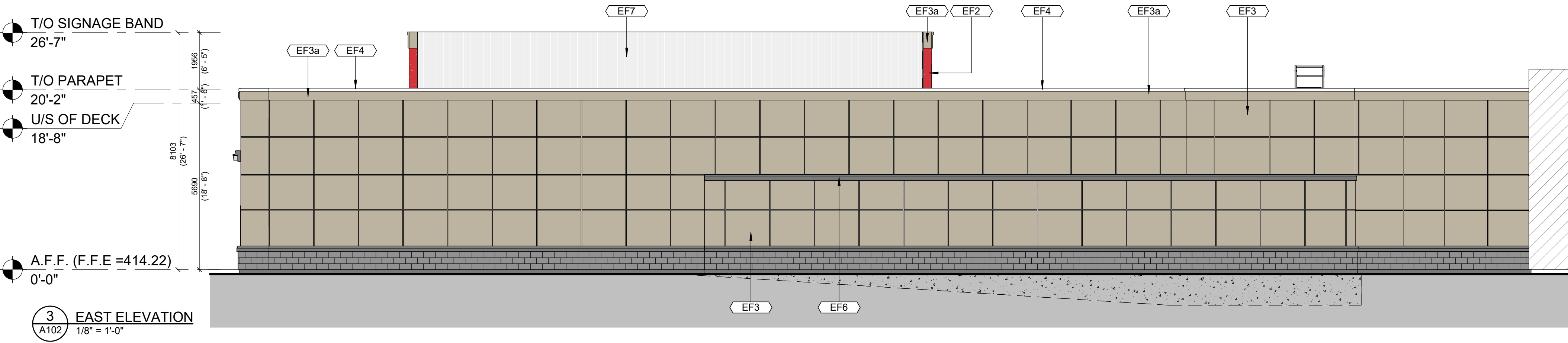
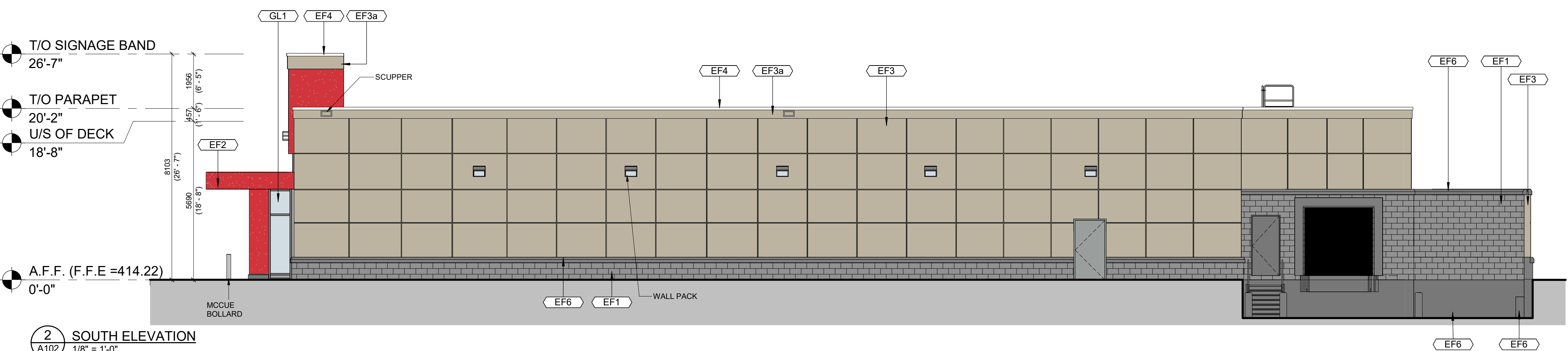
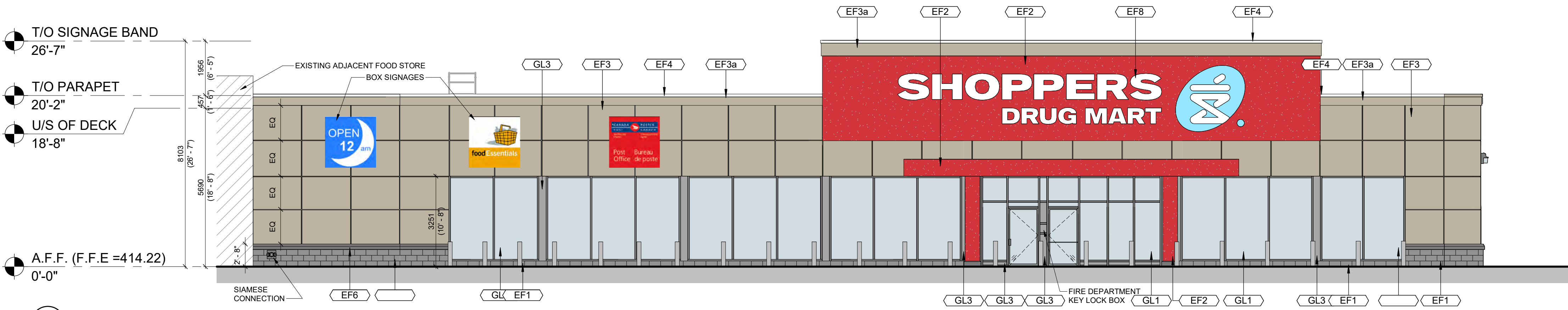
504 MAIN STREET N.

MOUNT FOREST, ON

DRAWING

GROUND FLOOR PLAN

PROJECT NO. 02.235P03	
PROJECT DATE 2024-11-16	
DRAWN BY WLA	
CHECKED BY JLB	
SCALE 1/8" = 1'-0"±D	
DRAWING NO. A101	REV. 2



EXTERIOR DRAWING LEGEND	
	EXTENT OF 5/8\" PLYWOOD BACKING FOR MOUNTING OF SIGNAGE AND FIXTURES. (FIRE RATED WHERE APPLICABLE)
	LINE DENOTES VERTICAL STEEL BRACING. REFER TO STRUC. DWGS. FOR EXTENT & LOCATIONS
	EXTENT OF TENANT SPACE
	ALUMIN. BLDG NUMBER SIGNAGE (COORD. W/ PERMIT). GC TO PROVIDE PLYWOOD BACKING WHERE REQUIRED.

SDM - EXTERIOR FINISHES SCHEDULE	
EF1	NAME: CONCRETE BLOCK MASONRY VENEER MANUFACTURER: RICHVALE YORK - STANDARD BLOCK SIZE: 3 1/2\" W X 7 1/2\" H X 16\" L COLOUR: LIGHT GREY FINISH: SMOOTH FINISH MORTAR: SOLOMON COLOURS INC - 60X WHITE/STANDARD GREY
EF2	RED EIFS SYSTEM MANUFACTURER: DRYVIT NO. SDMA-04-1030(S) SIZE: COLOUR: 'SHOPPERS 2002 RED' FINISH: SANDBLAST MORTAR: MAINTENANCE: DEMANDIT DSC 400 SDM 'RED' COMMENTS: NO ALTERNATIVES WILL BE ACCEPTED
EF3	NAME: WHITE EIFS SYSTEM MANUFACTURER: DRYVIT NO. NA2-13-10-26-25 SIZE: COLOUR: 'SHOPPERS WHITE' FINISH: SANDBLAST W/ 1\" X 1/4\" DEEP V-GROOVE REVEALS MORTAR: MAINTENANCE: DEMANDIT DSC 400 'SHOPPERS WHITE' COMMENTS: NO ALTERNATIVES WILL BE ACCEPTED
EF3a	CORNICE EIFS SYSTEM MANUFACTURER: DRYVIT NO. NA2-13-10-26-26 SIZE: COLOUR: 'CAMBRIDGE WHITE' FINISH: SANDBLAST MORTAR: MAINTENANCE: DEMANDIT DSC 400 'CAMBRIDGE WHITE' COMMENTS:
EF3b	WHITE EIFS: 'CAMBRIDGE WHITE' DRYVIT NO. NA2-13-10-26-26 (NO ALTERNATIVES WILL BE ACCEPTED) TEXTURE: SANDBLAST FINISH MAINTENANCE: DEMANDIT DSC 400 'SHOPPERS WHITE'
EF4	WHITE PREFINISHED METAL FLASHING MANUFACTURER: STELCO QC 8695 OR VICWEST QC 56161 COLOR: 'CAMBRIDGE WHITE' COMMENTS:
EF6	EXPOSED CONCRETE FINISH INFILLING FOR ALL EXPOSED CONCRETE WITHIN WALL W/ SLURRY MIX TO INFILL ALL VOIDS
EF7	WHITE PREFINISHED METAL FLASHING MANUFACTURER: STELCO QC 8695 OR VICWEST QC 56161 COLOR: 'CAMBRIDGE WHITE' COMMENTS:
EF8	SIGNAGE PROVIDE 3/4\" EXTERIOR GRADE FIRE RETARDANT PLYWOOD BACKING BEHIND WALL SYSTEM FINISH FOR SIGNAGE MOUNTING. REFER TO ELEC. DWGS
GL1	STOREFRONT GLAZING- ROCK GLASS THERMALL BROKEN HYBRID SEALED UNITS TYPE: NON TINTED FIXED OPAQUE PANEL FRAME TYPE: KAWNEER 1600UT CURTAIN FRAME FRAME COLOUR: CLEAR ANODIZED ALUMINUM EXTERIOR GLAZING: 10MM ROCKGLASS SPACE: IN FACTOR SEALED AND SEPARATED WITH ARGON GAS INTERIOR GLAZING: 6MM CLEAR TEMPERED SOLAR 74 LOW E GLASS NOTE: ALL ROCKGLASS GLAZING PANEL TO BE LESS THE 72\" WIDE.
GL2	SPANDREL PANEL TYPE: NON TINTED FIXED OPAQUE PANEL FRAME TYPE: KAWNEER 1600UT W/ INSULATED BACK PAN FRAME COLOUR: CLEAR ANODIZED ALUMINUM EXTERIOR GLAZING: 6MM CLEAR GLAZING OPACI COATING ON SURFACE #02 SPACE: IN FACTOR SEALED AND SEPARATED WITH ARGON GAS INTERIOR GLAZING: 6MM CLEAR TEMPERED GLAZING WITH GREY SCRIM. OPACI FILM COLOUR: - INKAN NO. 0-125 (PROVIDE SAMPLE FOR APPROVAL) SIGNAGE GRAPHIC FILM: INSTALLED BY 3RD PARTY VENDOR ON SURFACE #1
GL3	ALUMINUM PANEL PANEL: 1/8\" CLEAR ANODIZED TO MATCH GLAZING FRAME.

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2	2024-12-10	ISSUED FOR SPA 1ST SUBMISSION	WLA
#	DATE	DESCRIPTION	BY

ChoiceProperties

PROJECT
504 MAIN STREET N.
MOUNT FOREST, ON

DRAWING
SPA ELEVATIONS

PROJECT NO. 02.235P03		PROJECT DATE 2024-11-16
DRAWN BY WLA		CHECKED BY JLB
SCALE 1/8\" = 1'-0\"		
DRAWING NO. A102		REV. 2

**VIA EMAIL**

June 23, 2025

Mayor and Members of Council
Township of Wellington North
7490 Sideroad 7 W, PO Box 125
Kenilworth, Ontario, N0G 2E0

Attention: Karren Wallace, Director Legislative Services/Clerk

**Re: Township of Wellington North Council Meeting, June 23, 2025
Staff Report INF 2025-010
Comments and Request for Deferral on Behalf of Canadian Tire
Properties and Canadian Tire Real Estate Limited**

Our File: CAT/MTF/15-01

We are the planning consultants for Canadian Tire Properties Inc. and Canadian Tire Real Estate Limited (collectively known as "Canadian Tire") who are the landowner and leaseholder of the lands located at 101 Mount Forest Dr, in the Township of Wellington North (the "Canadian Tire Lands"). The Canadian Tire Lands are developed as a Canadian Tire store with surface level parking. The Canadian Tire Lands have one all-moves access on Mount Forest Drive.

On Monday June 23, 2025, Canadian Tire was made aware of Staff Report INF 2025-010, which is being presented to Council today, June 23, 2025. We have concerns that Township Staff did not consult with Canadian Tire prior to the release of Staff Report INF 2025-010 with the recommended Cost Sharing Agreement to facilitate urbanization of Mount Forest Drive.

We write this letter to express our client's concern with Staff Report INF 2025-010, and request that a decision on this matter be deferred, until such time that Canadian Tire and their consultants have had the opportunity to review the Staff Report, understand its implications, and undertake discussions with Township Staff (if necessary).

We will continue to review Staff Report INF 2025-010 in more detail, and subject to any further information provided by Staff, we may provide additional comments or details with respect to the comments already provided. We would appreciate that our office continues to be provided with notice of any and all future considerations that directly refer to the Canadian Tire Lands.

Yours very truly,

ZELINKA PRIAMO LTD.

Rob MacFarlane, MPL, MCIP, RPP
Senior Associate

cc. Canadian Tire Properties Inc. and Canadian Tire Real Estate Limited (via email)



MINUTES OF MEETING OF ARTHUR BIA

Wednesday, May 21, 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 Robyn Mulder, EDO

Absent

Sheila Faulkner

Review and Adoption of the Agenda meeting called to order at 7:30 pm

THAT the agenda for the meeting of the May 21, 2025 Arthur Business Improvement Area be accepted and passed. moved to accept Gord and Mitch seconded.

Review and Approval of Minutes

THAT the minutes from the April 23, 2025 Arthur Business Improvement Area meeting be approved with an amendment to the date of the next meeting and passed. Motion to approve by Mitch, and seconded by Jim

Financial Report

Chris report – updated everything to the date of the meeting. Items to be paid \$381.49 to Sign Matters for additional pole banners in addition to bills to be paid. Nothing received from Township yet re levy – Chris or Angela will follow up. Motion to approve by Chris and seconded by Paula Motion to approve Lisa and Paula seconded to pay the poppy refurbishing invoice and the banners invoice.

Robyn's report Community Improvement Program has received a Chocolate and Cheese application from Rivers Edge Goats, for new signage. Driftscape (the tourism app) - summer student will be uploading content. Cultural Roundtable Symposium on May 30 in Minto partnership between Minto Hanover and WN has been sold out. Robyn explained that the roundtable event; 8 people from Wellington North and similar numbers from Minto and Hanover. Each year the Cultural Roundtable committee holds a symposium to see how they can attract tourists and promote community assets to visitors. Also, Saugeen Connects – next event for WN will be a golfing event in May next year and partnering with Minto for the Wellness event for next June. For Culture Days, doing a culture bus tour on October 4. Community signage – Robyn met with the installer and installing outside the post office – the sign will be installed on the angle and bench will

stay where it is. Currently finalizing designs and wanting to give a nod to Arthur and Mount Forest on the signage. We are in a radius to be able to participate with the University of Waterloo, so students can do one day case study for Twp; we have put two forward for tourism. Two case studies are - Luther Marsh promotion and Sweet Tooth trail that WN Council has asked to investigate the trail. The service is free and brings a different perspective.

Council has approved the banner policy as we presented it; Paula has asked Dan to put the banners up before June 1. Thank you to Robyn, Mandy and Brooke for their assistance in creating the policy.

Roundtable Discussion:

Paula gave an update for the Conference attendance. Attended Diversity, marketing, first impression of your town – we are on track. Paula got some good ideas at the conference and the tradeshow; she has some brochures. Got a quote for the planters – Chris confirmed that his contacts did not have the planters. Medium ones are better than the tall ones. 27 x 27 is \$168; has watering section in the bottom; we would get two in the charcoal. We could buy these two as a test model and then if they work we can buy more. They are coming from Winnipeg and there are no dealers in Ontario so there may be an issue with shipping. Paula will find out the cost of shipping and will go ahead and order them.

There is a dealer that rents a screen cover with a bench from Montreal – 10 feet wide with benches on either side and can do a visual. Can rent them for a season ie 8 weeks; could do two or three.

Website is BloomSiteFurniture.com – Paula will have a zoom with the person to get more info.

Rental is the way to go and then we can change each year.

Paula said that one of the presenters mentioned that Arthur mainstreet was quite noisy.

Paula sent the person selling the Christmas orders an email. We should start thinking about Christmas plans for this year – we can do the Bloom covers for Christmas.

Paula will plant the flowers in early June. Alltreat provides the soil for the planters free to us.

Jim reported on the Mayor's breakfast. It was well attended (several of our Board members were in attendance) and the Township Agenda was provided for the upcoming year. Gord indicated that a synopsis of what the Township is responsible for was given. Jim advised that there was a question and answer period which was helpful. Robyn advised that there will be likely one in the fall with different topics likely in Mount Forest.

Melissa has a project in conjunction with Copernicus – acquired a makers' stand structure and is lending out at no cost but with taking a picture of their event to give exposure to their products and tagging Copernicus in it. Being used at the farmers' market and Fran's event.

Date of next meeting:

July 16, 2025

Adjournment Gord made a motion to adjourn the meeting



Grand River Conservation Authority

Summary of the General Membership Meeting – June 27, 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-06-25-60 - CAO Performance Review Policy
- GM-06-25-65 - Financial Summary
- GM-06-25-62 - Amendments to the Grand River Conservation Authority, Conservation Authorities Act Hearing Guidelines and Procedures
- GM-06-25-61 - Delegation of Powers
- GM-06-25-59 - Natural Heritage Annual Report
- GM-06-25-58 - Giant Hogweed on GRCA Properties
- GM-06-25-54 - Pride Staple Structural Repairs

Information Items

The Board received the following reports as information:

- GM-06-25-67 - Chair's Report
- GM-06-25-63 - Strategic Plan Implementation
- GM-06-25-64 - Cash & Investment Status
- GM-06-25-57 - Scoped Agricultural Policy Review for the Administration of Ontario Regulation 41/24
- GM-06-25-56 - Dam Management Program - Funding of Small Dams
- GM-06-25-55 - Wellesley Dam and Baden Dam Repairs
- GM-06-25-66 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- David Hughes - Complaint to Minister regarding land-use activities
- City of Guelph - 2026 Budget Increase
- Township of Puslinch Council Resolution No. 2025-167 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Town of Parry Sound Council Resolution No. 2025-067 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Don McKay, Friends of Mill Creek - Mill Creek Stewardship Ranger Program

Source Protection Authority Correspondence & Action Items

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

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: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-020

REPORT TITLE: Volunteer Celebration and Newcomer Welcome

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-020 being a report on the upcoming Volunteer Celebration and Newcomer Welcome event;

AND THAT Council invite all volunteers and newcomers in our community to join us on Thursday, September 18, 2025 from 11:00 a.m. to 2:00 p.m. at the Mount Forest and District Sports Complex for a Volunteer Celebration and Newcomer Welcome event.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

EDO 2022-013 Volunteer Engagement Program
 EDO 2023-003 National Volunteer Week, Volunteer Celebration & Newcomer Welcome
 C&ED 2024-005 Volunteer Celebration and Newcomer Welcome
 C&ED 2024-031 Volunteer Celebration and Newcomer Welcome
 C&ED 2025-009 Volunteer Celebration and Newcomer Welcome

BACKGROUND

Since 2019, Wellington North has hosted both a spring and fall Volunteer Celebration and Newcomer Welcome event. The spring event is held in Arthur during National Volunteer Week, and the fall event in Mount Forest is hosted during Newcomer Week. In 2024, more than 225 people attended each event, which also included information tables setup by our community service and volunteer organizations.

Traditionally, the Township recognizes its Senior of the Year award recipient at the spring event, along with the Ontario Volunteer Service Award recipients. Due to an unplanned power outage on Thursday, May 1, the Arthur event was cancelled and the Senior of the

Year and Ontario Volunteer Service Award recipients were recognized at the June 23, 2025 Council meeting. 026

In the 2018 Recreation Master Plan; Recommendation No. 5: *Create a volunteer recognition and awards program to celebrate outstanding achievements and contributions to recreation services in the Township, and lend support to volunteer information networks where possible.*

The Township's 2024 Strategic Plan emphasizes that the ultimate purpose and primary goal for the Township of Wellington North *is to create a safe, sustainable, and welcoming community.*

ANALYSIS

This year our fall Volunteer Celebration and Newcomer Welcome will take place in Mount Forest on Thursday, September 18, 2025 between 11:00 a.m. – 2:00 p.m. As part of the celebration, we will once again invite all community and volunteer organizations to setup information tables.

Welcome and speeches will start at 11:30 a.m., followed by a cake cutting and catered meal. A media release is included as Attachment A to this report and will be released tomorrow inviting all volunteers and newcomers in our community to join us for this free event. While this is a free event, registration will be required either through Eventbrite (<https://WNNewcomerEvent2025.eventbrite.com>) or by contacting Mike Wilson at mwilson@wellington-north.com or 519-848-3620 ext. 4236.

CONSULTATION

Community organizations and volunteers, as well as feedback from previous events.

FINANCIAL CONSIDERATIONS

Funding for this event was included in the 2025 operating budget.

ATTACHMENTS

Attachment A: Media Release dated July 15, 2025, Volunteer Celebration and Newcomer Welcome Event

STRATEGIC PLAN 2024

- ☐ Shape and support sustainable growth
How:
- ☒ Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: Wellington North is working hard to be a welcoming community, and these events are just one way we can accomplish this. We can never thank our volunteers enough, however holding these celebrations is a positive way to acknowledge their value and role in our community.

- ☐ Enhance information sharing and participation in decision-making
How:
- ☐ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒



July 15, 2025

**Volunteer Celebration and Newcomer Welcome event to be hosted on Thursday, Sept. 18
in Mount Forest**

MOUNT FOREST - The Township of Wellington North is pleased to invite all volunteers and newcomers to our community to join us on Thursday, September 18, for our annual Volunteer Celebration and Newcomer Welcome event.

This celebration will be held between 11:00 a.m. - 2:00 p.m. at the Mount Forest and District Sports Complex (850 Princess Street). The event will include displays from a variety of community organizations, networking, and Mayor's welcome, with the catered lunch being served at noon.

If you have recently moved to the area, this is an opportunity to learn more about your community, ask questions and receive a welcome bag full of useful information and goodies. You can also grab a recycling bin if you have not already done so!

This is a free event; however, **registration is required**, and can be completed at the following Eventbrite link until Wednesday, September 10: <https://WNNewcomerEvent2025.eventbrite.com>

You can also contact Mike Wilson at mwilson@wellington-north.com or call 519-848-3620 ext. 4236 to register.

This celebration will fall at the beginning of Welcoming Week, which is an annual opportunity that brings new and long-time residents together to build stronger ties. It affirms the importance of welcoming and inclusive places and spaces and gives partner organizations an opportunity to connect with newcomers in the community. This year Welcoming Week takes place from September 12-21 and is being celebrated with a variety of events taking place across Guelph – Wellington.

"Volunteers are the heartbeat of Wellington North. During Welcome Week, we're especially proud to honour the spirit of volunteerism, extend a warm welcome to our newcomers, and celebrate the inclusive values that make our community such a wonderful place to live, work, and raise a family," said Mayor Andy Lennox. "Whether you've just moved to Wellington North or have called it home for decades, I hope you'll join us for this special celebration."

-30-

Media Contact

Mike Wilson

Community Development Coordinator

mwilson@wellington-north.com

519-848-3620 ext. 4326



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-024

REPORT TITLE: RFQ 2025-022 Mount Forest Sliding Door Replacement

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-024 being a report on the award of RFQ 2025-022 Mount Forest Sliding Door Replacement;

AND THAT the Council award RFQ 2025-022 to Golden Triangle Door Automation at a total cost to the Township of \$ 36,172.36 (including HST);

AND FURTHER THAT Council authorize staff to sign any necessary agreements with Golden Triangle Door Automation.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

None

BACKGROUND

This project was identified through the 2025 Budget process.

ANALYSIS

RFQ 2025-022 Mount Forest Sliding Door Replacement was issued on Thursday, April 24, 2025 and closed on Friday, June 6, 2025.

The Scope of Work included:

1. Remove and dispose of existing doors and accessories
2. Supply and install two (2) Automatic Barrier Free Sliding Doors
3. With the following specifications.
 - a. Must be all glass Bipart Sliding Door systems
 - b. Motors are to be mounted on interior side

- c. Replace door glider threshold
- d. Match Caulking to brick or as close as possible.
- 4. Clean up should be in swept condition
- 5. Building is to be locked and secured overnight
- 6. Any damages shall be fixed by the successful bidder

The successful bidder was less than the other two submissions and meets the requirements of the RFQ document. Staff anticipate this work will be completed in the fall of 2025.

CONSULTATION

Jenn VanDyk, Facilities Supervisor

FINANCIAL CONSIDERATIONS

Capital – A budget of \$35,000 was allocated for this project through the capital budget process. \$1,172.36 to be funded out of alternative sources. Staff will be submitting an application to the County of Wellington's Accessibility Fund in the amount of \$10,000.

Operating

Staffing Implications

ATTACHMENTS

None.

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 ☒



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-025

REPORT TITLE: Temporary Amendment to the Alcohol Risk Management Policy

RECOMMENDED MOTION

THAT Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-025 being a report on the temporary amendment to the Alcohol Risk Management Policy Section 2.1 for the Mount Forest Rib Fest “Get Your Hillbilly On” on July 17, 2025;

AND THAT Council approve the amendment to the Alcohol Risk Management Policy Section 2.1 to allow the sale and consumption of alcohol through a Special Occasion Permit (SOP) that includes the Entrance/Foyer and a portion of the West parking lot at the Mount Forest and District Sports Complex.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Alcohol Risk Management Policy, Effective Date October 21, 2014 | Blanket Resolution 2015-345, August 10, 2011 (Original Resolution 3) | Resolution 2023-328

Wellington North Showcase Report March 4, 2013, Amendment

Wedding Reception Report July 26, 2014, Amendment

Report RAC 2015-001 Amendment

Report RAC 2016-02 Amendment

Report RAC 2016-002 Amendment

Report RAC 2016-16 Amendment

Report RAC 2017-003 Amendment

Report RAC 2019-006 Amendment

Report OPS 2023-014 Amendment

Report OPS 2023-020 Temporary Alcohol Policy Amendment

BACKGROUND

The event was inspired by a local Mount Forest resident who was a very active volunteer. Bill Walker played a large role in youth organized sports, coaching soccer, ringette and girls hockey. Proceeds benefit local initiatives and groups and is organized by community volunteers. This event was a recipient of the 2025 Community Grants and Donations, waiver of fees.

ANALYSIS

This year, the event will be held in the west parking lot of the Mount Forest & District Sports Complex for alcohol sales and consumption, due to the midway being in the east parking lot. If the weather is poor, the Mount Forest Fireworks Festival is supportive of the event using an alternative location on the arena floor, which is covered by the Alcohol Risk Management Policy.

The outdoor area requiring the amendment will be fenced, insured, and a Special Occasion Permit (SOP) will be obtained

CONSULTATION

Karren Wallace, Director of Legislative Services

FINANCIAL CONSIDERATIONS

Capital – none

Operating – facility waiver of fees, captured in the 2025 operating budget.

Staffing Implications - none

ATTACHMENTS

None.

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

033

Approved by: Brooke Lambert, Chief Administrative Officer ☒



TOWNSHIP OF WELLINGTON NORTH

ALCOHOL RISK MANAGEMENT POLICY

DEPARTMENT	RECREATION	POLICY NUMBER	003.2015
EFFECTIVE DATE	October 20, 2014	LEGISLATIVE AUTHORITY	Municipal Act, 2001 s 398 (2) 2
APPROVED BY:	Blanket Resolution 2015-345, August 10, 2011 (Original Resolution 3) Resolution 2023-328		

PREAMBLE

The Township of Wellington North owns and manages facilities where alcohol consumption is not permitted and other facilities where alcohol consumption is permitted under the authority of a Special Occasion Permit. The Township of Wellington North has developed an alcohol risk management policy in order to prevent alcohol-related problems that arise from alcohol consumption within its facilities and to promote a safe, enjoyable environment for those who use these facilities.

A range of problems can arise from alcohol consumption. These problems can affect not only the drinkers but other people who use the facilities. These problems include:

- vandalism and destruction of property;
- police being called to municipal property;
- injuries to drinkers or other individuals; liability action and increased insurance rates arising from alcohol related injuries or deaths;
- loss of insurability should the insurer's risk assessment escalate;
- charges laid against the Township of the Special Occasion Permit holders under the Liquor License Act;
- loss of alcohol permit privileges by the Alcohol & Gaming Commission of Ontario;
- loss of enjoyment by non-drinkers and moderate drinkers
- complaints lodged by offended parties;
- loss of revenue due to reduced participation;
- and increased public concern about alcohol consumption.

In many instances, these problems will not be attributable to moderate drinkers or to those who respect the rules regarding alcohol consumption. The majority of these problems will arise from drinkers who engage in four specific drinking practices:

- a) drinking to intoxication;
- b) drinking and driving;
- c) underage drinking; and

d) drinking in prohibited areas

To the extent that these four drinking practices can be reduced, the likelihood of alcohol related problems will correspondingly diminish. For those who do not engage in these targeted drinking practices, the policy will be minimally intrusive. The policy is not intended to stand in opposition to legal and moderate drinking.

PURPOSE OF THE POLICY

The alcohol risk management policy consists of a range of measures designed to prevent alcohol related problems and to increase the enjoyment of those who use the facilities. By reducing the potential for alcohol related problems, the Township of Wellington North concurrently increases user's enjoyment of the facilities, reduces the risk of death and injury and reduces its risk of liability actions. In this context, policy measures introduce barriers, which impede the adoption of the targeted drinking practices.

The policy is divided into four sections:

1. designation of facilities where alcohol use is prohibited;
2. designation of facilities where alcohol use is permitted;
3. specification of conditions under which alcohol use is permitted; and
4. enforcement procedures for violations of the policy

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SECTION 1 - AREAS DESIGNATED WHERE ALCOHOL USE IS PROHIBITED

The Liquor License Act of Ontario prohibits the consumption of alcohol in public places unless a License or a Special Occasion Permit has been issued. In accordance with the Liquor License Act, the consumption of alcoholic beverages is prohibited in the majority of parks, gardens, sports and service facilities and any municipally owned property in the Township of Wellington North except those specifically designated under Section 2. Township Council may change the designation of any site at its discretion. Users who seek permission to use facilities where alcoholic consumption is prohibited will be required to sign an agreement that people included in the activity or event will not be intoxicated or consume alcohol (see Appendix A).

SECTION 2 - AREAS DESIGNATED FOR CONDITIONAL USE OF ALCOHOL

There are facilities and area currently designated for alcohol use under the authority of a Special Occasion Permit (see Section 2.1). Wellington North Council may change the designation of any site at its discretion. Users who seek permission to use these facilities with a Special Occasion Permit will be required to sign an agreement stipulating the conditions of use (see Appendix B and C). The person renting the facility, or their designate, must hold the Special Occasion Permit.

2.1. Facilities for Special Occasion Permits

Mount Forest & District Sports Complex

Community Hall

Foyer in conjunction with
the Community Hall

Arena Floor

Lower Leisure Hall

Upper Leisure Hall

Plume Room

Meeting Room

Cork Street Park

Arthur Area Community Centre

Auditorium

Upstairs Community Hall

Arena Floor

Arthur Optimist Pavilion

SECTION 3 - CONDITIONS FOR SPECIAL OCCASION PERMITS

Anyone who wishes to serve alcohol at a designated site must complete an agreement form that stipulates the conditions under which alcohol may be served (see Appendix B). In addition, the responsible person must obtain a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario. The Special Occasion Permit holder must ensure that all the conditions of the Liquor License Act and this policy are adhered to at the event. The Township of Wellington North is under no legal obligation to allow licensed events to be held on its property. If the Township of Wellington North so chooses, it may impose on the event whatever

restrictions it deems appropriate in the circumstances.

All Special Occasion Permit holders are required to adhere to the following conditions.

3.1 Category: **Control**

- 3.1.1 The permit holder will accept any of the following six: only a driver's license issued by the Province of Ontario with a photograph of the person to whom the license is issued, a Canadian Passport, a Canadian Armed Forces Identification Card, a photo card issued by the board of the Alcohol and Gaming Commission of Ontario, a photo card issued by the Liquor Control Board of Ontario, or any other government document that bears a photo identification, as identification for alcohol purchase or consumption. Identification will be demanded at the door and rowdy or intoxicated individuals will be refused entrance.
- 3.1.2 The permit holder will provide to the Township of Wellington North a list of the bartenders, servers and monitors. The Township of Wellington North reserves the right to determine who can serve as bartenders, servers, or monitors.
- 3.1.3 The permit holder will ensure that the bartenders and servers do not serve alcohol to underage, intoxicated, rowdy or unauthorized people at the event. Permit holders ensure minors do not consume alcohol on the licensed premises.
- 3.1.4 There will be at least 1 monitor per **150** participants and 1 monitor for each entrance at the facility or area. Monitors will supervise the event, encourage legal and moderate drinking behavior and ensure that any problems that arise are dealt with appropriately.
- 3.1.5 The monitors, bartenders and servers will not consume alcohol during the event while they are serving, nor will they be under the influence of any alcohol consumed before the event.
- 3.1.6 The permit holder and Township staff will be responsible for determining when assistance is needed and requesting it from the appropriate authorities.
- 3.1.7 At the Renters expense; **all bartenders/servers and monitors/security** must be formally trained (posses a Smart Serve card or an S.I.P. certificate). Smart Serve security and bartenders (through the permit holder) must provide the Township of Wellington North with Smart Serve certification number before event and must have Smart Serve identification card present at event at all times. The Permit Holder will meet with facility staff to review our policy prior to facility usage for functions licensed under the Alcohol and Gaming Commission of Ontario.
- 3.1.8 The permit holder shall ensure that the occupancy load for the facility is not exceeded during the event.
- 3.1.9 Age of Majority and no minors policy for events will be at the discretion of the Township of Wellington North, except for Stag & Does which will be mandatory. Special circumstance policy for immediate family members to be determined in writing prior to event.
- 3.1.10 There shall be no more than four drinks sold per person after midnight.
- 3.1.11 Notice of "Last Call" shall not be used at any event.
- 3.1.12 Pyrotechnics of any kind are not permitted within the facility.
- 3.1.13 Extra time will not be given for time changes (i.e. Daylight Saving Time/Standard). Bar will

close at 1:00 a.m. regardless.

3.1.14 Bar closes at 1:00 a.m. without exception, including New Year's Eve.

3.1.15 Backpacks and similar items are strictly prohibited in our facilities.

3.1.16 Entertainment and/or disc jockeys will stop at 1:10 a.m.

3.1.17 Registered Security Companies must be hired, from a prepared list supplied by Township, to work at Stag & Does, at the renter's expense.

Rationale:

The Special Occasion Permit holder and the facility owner need to be alerted to the potential liability and attendant responsibility to prevent participants from becoming intoxicated and protect them from foreseeable harm. In order to provide a safe environment and control behavior, event organizers must supervise entrances and exits. By controlling entry, under age, intoxicated, rowdy or unauthorized people can be prevented from entering an event. This will considerably reduce the likelihood of a problem occurring.

By providing the facility owner with a list of bartenders, servers and monitors, those who previously have over served, served minors or served intoxicated patrons can be asked not to participate in the event. A facility owner who failed to take such steps would be in a far more precarious legal position in any subsequent suit.

If injuries result from an event, the facility owner can be held liable and prosecuted under the Liquor License Act, regardless of any agreement with the permit holder.

3.2 Category: Sale of Alcohol

3.2.1 When tickets are sold for alcoholic beverages, there will be a limit of 4 per person at one time. Discounts will not be offered for the volume purchase of alcoholic beverages.

3.2.2 A sign will be posted at the bar and at the ticket counter stating the law on serving to intoxication.

3.2.3 The Township of Wellington North can limit the total amount of alcohol that can be purchased for the event, based on its length and the anticipated number of entrants.

3.2.4 The permit holder will refund any unused tickets at any time during the event.

3.2.5 **Jello shooters, or shooters of any kind are not permitted on the premises, as well as alcohol soaked or injected candy or fruit.**

Rationale:

By limiting the number of tickets or drinks participants can purchase at one time, the ticket sellers, monitors, bartenders and servers are provided with more opportunities to observe participants for signs of intoxication. Table consumption can be monitored by not selling rounds of large numbers of tickets – strip of twenty, for example.

3.3 Category: Low Alcohol and Non-Alcoholic Options

3.3.1 The permit holder will ensure that a minimum of 25% of the alcoholic beverages offered consist of low alcohol options (i.e., low alcohol beer, light wine, and low alcohol spirits). Non-alcoholic beverages will be available at no more than half the cost of the lowest cost

alcoholic beverage (i.e., \$2.50 per drink therefore pop is \$1.25).

Rationale:

Low alcohol beverages help prevent intoxication by providing responsible consumers with an opportunity to consume less alcohol and avoid becoming intoxicated while providing servers with a substitute drink for those nearing intoxication. A patron consuming a regular beer (at 5% alcohol) could drink two “extra light” beers (at 2.5% alcohol) to ingest the same amount of alcohol. Similarly, “light” beer (at 4% alcohol) represents a 20% reduction in alcohol intake.

3.4 Category: Accountability

3.4.1 The permit holder shall obtain and provide proof of a minimum of two million dollars liability insurance, naming the Township of Wellington North as an additional insured, at least two weeks prior to the event. The permit holder will indemnify and save the Township of Wellington North harmless from all claims arising from the permit or the event. The insurance limits required may be increased at the discretion of the Township.

Rationale:

If an individual is injured, and if the Township of Wellington North were to be found “jointly and severally” liable; the Township of Wellington North could end up paying the total judgment should the Special Occasion Permit holder be uninsured or inadequately insured. In addition to the expense to the municipality to defend any legal action, the municipality might have difficulty obtaining continued insurance coverage.

3.5 Category: Safe Transportation

3.5.1 The permit holder will be responsible for promoting safe transportation options for all the drinking participants. Examples of safe transportation options are:

- a) designated drivers selected from non-drinking participants at the event;
- b) designated drivers provided by the sponsoring group; or,
- c) taxis paid either by the sponsoring group or the participants

Rationale:

The risk of liability is high when an impaired driver leaves an alcohol related event. Event organizers must assume responsibility for promoting safe transportation for all drinking participants. Safe transportation options are essential since the only way to sober up an impaired person is with time. Coffee provided at the end of the evening only turns a sleepy drunk into a wide awake drunk and still unable to drive.

3.6 Category: Outdoor Events

3.6.1 All Public Special Occasion Permits which are categorized under the “Public Outdoor Event” designation, as approved by Municipal Council, will be added and abide by all provision of the current policy and any further amendments as approved.

3.6.2 All events approved and designated under Section 2 will require approved registered security companies be hired, from a prepared list supplied by Township, after 9pm and until closing

- 3.6.3 The cost of hiring security will be the responsibility of the renter.
- 3.6.4 Clerk's office will notify the appropriate Recreation Facility Manager and Recreation Support person upon application and if approval and designation is made by Municipal Council.

3.7 Category: Other

- 3.7.1 The Township of Wellington North reserves the right to introduce other conditions from time to time at its discretion.

SECTION 4 - ENFORCEMENT PROCEDURES FOR POLICY VIOLATION

4.1 Areas Where Alcohol is Prohibited

- 4.1.1 A violation of this policy occurs when individuals consume alcohol in a facility or area where alcohol consumption is prohibited. Group members, Township of Wellington North staff and the local authorities may intervene if there is a policy violation.
- 4.1.2 A group member may intervene by informing the offending individual(s) that the alcohol policy prohibits alcohol consumption and asking that the violation stops. Group members should feel encouraged to intervene in this way because intervention at other levels could result in a loss of privileges and legal charges.
- 4.1.3 A staff member of the Township of Wellington North will take steps to ensure the policy violation stops. Staff members can ask that the consumption of alcohol stop, or they can ask the individual or organized group to leave the facility or area, depending on the circumstances and the nature of the violation (especially if there is the potential for harm, for loss of enjoyment by non-drinkers, or for complaints). Should the individuals or group members fail to comply; the staff member can call the police for enforcement.
- 4.1.4 A member of the local police may intervene in a violation of this policy on his or her initiative or in response to a request either from any staff member or a member of the general public. The police officer may ask that the alcohol consumption stop, or can order the individuals or organized group to leave the facility or area. In addition, the officer may, at his or her discretion, lay charges against the offending individuals under the Liquor License Act of Ontario or any other relevant legislation. The police have the right to seize any alcohol that is used in the commission of an offence under the Liquor License Act.

4.2 Areas Where Alcohol is Permitted

- 4.2.1 A violation of this policy occurs when the Special Occasion Permit holders fail to comply with the conditions of the Liquor License Act of Ontario or this Alcohol Policy. Participants, Township of Wellington North representatives, and local authorities may intervene if there is a policy violation.
- 4.2.2 A member of the organization group or the designated monitor may intervene by informing the offending individual(s) of the policy violation and ask that it stop. Group members and monitors should feel encouraged to intervene in this way because intervention at other levels could result in a loss of privileges and legal charges.
- 4.2.3 A Township of Wellington North staff member will take steps to ensure the policy violation(s) stop. Depending upon the severity of the policy infraction, he/she may ask the organizers of the event or their designate to end the violation(s) or they will be closed

down. If this fails he/she is to call the appropriate Facility Manager, and/or the Director of Recreation for further instructions. . A detailed written staff report will be forwarded to the Director of Recreation upon completion of the event.

- 4.2.4 A member of the local Police or an Inspector from the Alcohol and Gaming Commission of Ontario may intervene in a violation of this policy on his or her initiative, or in response to a request from either a Wellington North employee or a member of the general public. Depending upon the severity of the infraction, charges may be laid under the Liquor License Act of Ontario or any other relevant legislation. The police have the right to seize any alcohol used in the commission of an offence under the Liquor License Act of Ontario.

4.2.5 Inspectors of the Alcohol & Gaming Commission of Ontario and Police will enforce the Liquor License Act.

4.3 Suspension of Privileges for Violations

- 4.3.1 The Council of the Township of Wellington North may take the following action against those persons who violate any terms and conditions of this policy.

- i) 1st violation – suspension of up to 24 months from further use of Township facilities
- ii) 2nd violation – suspended **indefinitely**

Any notification of the action shall be forwarded by the Township by registered mail to the last known address of the permit holder and/or person committing the offence.

- 4.3.2 Where a member(s) or organized group(s) have violated the policy, and have been notified of the violation, they may receive a registered letter stating the violation and indicating no further violations will be tolerated. Some violations are serious enough to warrant denial of access immediately. This decision may be made by the Liquor License Inspector, the police or at Council's discretion.
- 4.3.3 Where the Special Occasion Permit holder has violated this alcohol policy, and has been notified of the violation, they may receive a registered letter advising of the violation, and indicating that no further violations will be tolerated. Some violations are serious enough to warrant immediate shut down or denial of access. This decision may be made by the Liquor License Inspector, the police or at the discretion of a Council representative.
- 4.3.4 Should members of a group violate the policy after receiving a warning, the security deposit will be forfeited and they may be required to appear before Council or its' representative.



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

APPENDIX A GROUP ACTIVITY AGREEMENT

As contact person for:

Team / Group

1. I understand that alcohol cannot be consumed in Township of Wellington North facilities and areas in compliance with the Liquor License Act of Ontario and the municipal Alcohol Risk Management Policy.
2. I understand that if any member of my group is consuming alcohol in these facilities or areas, a registered letter of warning may be issued advising of the policy violation and indicating that no further violations will be tolerated. Independent action can be taken by the local police force, and the Liquor License Board at its discretion.
3. I understand that if any member of my group violates the policy, the security deposit may be forfeited and the group may be suspended from using any Township of Wellington North facility.
4. I will not allow anyone to compete or participate in the event if I suspect he or she is intoxicated or may otherwise be incapable of participating safely.
5. Prior to the use of these facilities, I will provide the Township of Wellington North staff with the names and addresses of the team captains/coaches or event organizers so that a brochure outlining the policy can be sent to them.

Name of "Person Responsible" on Liquor License

Date



Township of Wellington North

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APPENDIX B AGREEMENT FOR SPECIAL OCCASION PERMIT HOLDERS

1. I have received and reviewed a copy of the municipal Alcohol Risk Management Policy.
2. I agree to adhere to the conditions of this Policy and the liquor License Act of Ontario and the conditions attached as Appendix C.
3. I understand that if an infraction of the Policy occurs, the Township of Wellington North may issue a warning, retain any security deposit, and may suspend me or the organization from using any Township facilities, in accordance with clause 4.3 of the Policy.
4. I understand I can be held liable for injuries and damages arising from failing to adhere to the Liquor License Act of Ontario, or from otherwise failing to take action what will prevent foreseeable harm from occurring.
5. I understand that the local police or a Liquor License Board Inspector can lay charges for infractions of the Liquor License Act of Ontario or other relevant legislation.
6. I agree to obtain the appropriate insurance at least 2 weeks prior to the event and provide proof to the Township of Wellington North.
7. I agree to obtain servers, and monitors/security as a condition of this policy and provide names to the recreation administration office, two weeks prior to the event.
8. I understand I must provide a copy of the Special Occasion Permit to the Township of Wellington North two weeks prior to the event.
9. Occupancy load may vary. I agree to check with the Facility Manager prior to the event to obtain the correct occupancy load, to have the maximum load stated on the Special Occasion Permit and to enforce such occupancy load restrictions during the event.

Name of "Person Responsible" on Liquor License

Date



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

APPENDIX C GUIDELINES FOR SPECIAL OCCASION PERMIT HOLDERS

As the contact person for a Special Occasion Permit, your group can be held liable, among other things, for injuries and damages arising from failing to adhere to the Liquor Licence Act of Ontario. These conditions include serving someone to intoxication, serving someone who already is intoxicated, serving minors, failing to prevent impaired individuals from driving, failing to prevent impaired individuals from participating in potentially dangerous events, and failing to adequately manage rowdy or intoxicated patrons.

1. Monitor each entrance with one person, aged 19 or over. This allows staff to screen for identification and to ensure underage, intoxicated, rowdy or potentially troublesome patrons are not allowed entrance. It is easier to prevent problems if such people are not admitted to your event.
2. Monitor each exit with one security person, aged 19 or over. This allows the permit holder to take reasonable steps to prevent impaired people from driving. These reasonable steps can include using a designated driver either from the non-drinking participants at the event or from your group of helpers. Alternatively, it can consist of a taxi paid by either your group or the participants. If these efforts fail, staff may attempt to detain impaired drivers and call the police.
3. In order to reduce levels of intoxication and the rate of consumption, permit holders should encourage patrons to consume food, low alcohol beverages, and non-alcoholic beverages.
4. In order to reduce the risk of intoxication, avoid serving oversize drinks, double shots or spirits, or beer in pitchers. Do not allow drinking contests, volume discounts, or other marketing practices, which encourage increased alcohol consumption. **No jello shooters as well as alcohol soaked or injected candy or fruit.**
5. Ensure the facility is adequately lighted, signs are visible, and stairs are clear. As the occupier of the premises, your group is required to ensure the physical setting is safe for both drinkers and non-drinkers. Take extra precautions in regards to stairs, balconies, elevators, swimming pools, skating rinks and other areas that pose special risks. Your group may be held liable if an accident occurs due to the physical set-up of the facility or area.
6. Prevent patrons from engaging in activities that pose potential risks of harm to themselves or others. As the organizer, you must take reasonable steps to prevent foreseeable harm

whether patrons are intoxicated or not.

7. Do not contravene the Liquor Licence Act by serving minors, intoxicated patrons, or by serving to intoxication. Ensure that bartenders are aware of their responsibilities. Smart Servers have the responsibility to deny alcohol service to any patron and management will support the servers' decision. By allowing this discretionary power, staff can defuse potentially troublesome incidents when patrons should not be served any more alcohol.
8. Support your serving staff, in helping them adhere to the Liquor Licence Act, by allowing them the flexibility of offering discounts on food or non-alcoholic drinks.
9. If an alcohol related violation occurs, act promptly to rectify the situation and restore adherence to the Liquor Licence Act. Whenever the Act is violated at your event, you are at risk of being charged. Even if no charge is laid, the fact that the Liquor Licence Act has been violated can be used to undermine your defence in any civil suit.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2025-005

REPORT TITLE: Arthur Area Curling Club interest free loan

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-005 being a report on the Arthur Area Curling Club interest free loan;

AND THAT Council approve a bridge loan not to exceed \$200,000.00 for repairs on the Arthur Area Curling Club;

AND FURTHER THAT Council directs staff to prepare a loan agreement with the Arthur Area Curling Club in the amount of \$200,000 at zero percent interest rate for a period of five years, commencing July 1 2026;

AND FURTHER THAT if the loan is not paid by July 1, 2031 that interest be charged at a rate based on the applicable Bank of Canada prime rate as of July 2, 2031;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to enter into the agreement.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Report C&ED 2024-044 Canadian Sport and Recreation Infrastructure Fund (CSRIF)

By-law 001-2007 loan \$40k

By-law 017-2001 Capital facility

By-law 018-2001 Tax exemption

Lease agreement 1977 amended by agreement dated April 17, 2001

BACKGROUND

At the October 21, 2024 meeting, Council entered into a partnership agreement with the Arthur Area Curling Club so they could apply for funding for a critical rink floor replacement project through Stream 1 of the CSRIF. (Agreement attached as Schedule A)

The project description is outlined on Schedule B attached.

On May 30, 2025, the Township was notified that the grant application was successful with up to \$251,485 in funding being awarded. Since this date, the Township has been working with the Arthur Area Curling Club to provide with Province with all the requirements for this grant. This includes project details and timelines, financial agreements, consultation requirements and insurance certificates. Part of this project will require the Arthur Area Curling Club to undertake fundraising efforts to match the grant funding approved. These efforts will begin shortly and the bridge loan being requested is to ensure that the contributions required by the Province (and the timelines) can be achieved.

ANALYSIS

The Arthur Area Curling Club has requested that the Township provide an interest-free loan guarantee of \$200,000 to support its fundraising efforts for the upcoming facility project. The club has secured a grant through CSRIF, and this requested amount represents the club's share of the overall project costs.

While the club has existing reserves set aside, its intention is to minimize the use of these funds by raising the required amount through community fundraising initiatives and private donor programs. The requested loan guarantee would serve as a financial backstop to ensure the project can proceed even while fundraising efforts are ongoing.

There is precedent for providing similar loan guarantees to the Curling Club in the past, all of which were repaid in full as agreed. The club has proposed a repayment plan of ten years or less. Staff are recommending that the interest free portion of the loan be limited to five years, with interest charged on any outstanding amounts beyond the five-year period.

CONSULTATION

CAO,

Director of Legislative Services/Clerk

Manager of Recreation, Community & Economic Development

FINANCIAL CONSIDERATIONS

Capital: \$200,000

ATTACHMENTS

Correspondence from Arthur Area Curling Club dated July 3, 2025 Schedule A

Partnership Agreement Arthur Area Curling Club and Wellington North Schedule B

Project Description Schedule C

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 ☒



July 3 2025

Township of Wellington North Council

7490 Sideroad 7 W, PO Box 125

Kenilworth, ON N0G 2E0

Re: CSRIF - Stream 1 - Township of Wellington North Case #2024-10-1-3007916041

Dear Council

I am writing on behalf of the Arthur Area Curling Club Board as the current President of the Arthur Area Curling Club. I'm extremely excited that this project is now coming to fruition! The announcement of the funding through CSRIF was more than we could have hoped for! The Board, with the help of our many volunteer club members, now moves forward with the task of coming up with the remaining funds required to complete the project.

Our fundraising committee has embarked on an ambitious plan to hit the goal set by the Board of \$200,000. The club currently has reserves that have been set aside over the last several years; however, this goal is based on the hope that we will not have to use all of those funds. It also ensures any project overruns can be covered. The fundraising plan will involve several different aspects, from community events to private and corporate donor programs. We are confident that our goal is achievable.

In order to ensure any requirement by the Province for the guarantee of funds, we are asking that an interest-free loan guarantee be put in place from the Township on this project. We are requesting that this be set for the full amount of our fundraising goal of \$200,000. This is a worst-case scenario, meaning that even if no fundraising takes place, the backstop will serve as the guarantee that the project will proceed with full funding. Terms of repayment can be set by the Township, with the club committing to a ten-year or less payment plan on the balance.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Roelofsen', is written over a light blue circular stamp that contains the text 'TOWNSHIP OF WELLINGTON NORTH'.

Chris Roelofsen
Current AACC President

SCHEDULE B
PARTNERSHIP AGREEMENT

This agreement is between:

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

("Township")

-and-

**ARTHUR and AREA CURLING CLUB,
located at 160 Domville St, Arthur, ON N0G 1A0**

("Club")

WHEREAS the Club wishes to apply under Stream 1 of the Canadian Sport and Recreation Infrastructure Fund (CSRIF);

AND WHEREAS the Club is not considered an eligible applicant and must partner with an eligible applicant, such as the Township;

AND WHEREAS partnership applications require formal written agreements between the organizations involved and agreements shall be submitted as part of the lead applicant's CSRIF application;

AND WHEREAS the Township passed a resolution at their October 21, 2024 meeting to enter into a partnership agreement with the Club;

AND WHEREAS the Township and the Club are agreeable to and deem it to be to their mutual interests to enter into a partnership agreement.

AND WHEREAS the Mayor and Clerk be authorized to enter into a partnership agreement with the Arthur and Area Curling Club, to support the CSRIF Stream 1 application.

IN CONSIDERATION of the mutual covenants and agreement contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged the Parties agree as follows:


1. The Council of the Corporation of the Township of Wellington North agrees to partner with the Arthur Curling Club as an eligible applicant for the Stream 1 fund for replacement of the curling club floor;
2. The Club acknowledges, in the event of a successful application, it is their intention to fully fund this project outside of any contributions made by the Province;
3. The Township, as the eligible applicant, is ultimately responsible for ensuring the required funds for the project are available less any contribution made by the Province (potentially up to 50% of the eligible project costs);

Each Party is signing this Agreement on the date stated opposite that Party's signature.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

29- 10- 2024

Date

Signed by:

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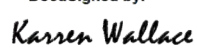
Andrew Lennox, Mayor

DS



29- 10- 2024

Date

DocuSigned by:

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Karren Wallace, Clerk

I/We have authority to bind the corporation.

ARTHUR AND AREA CURLING CLUB

29- 10- 2024

Date

DocuSigned by:

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Christopher Roelofsen, President

SCHEDULE C**Project Description.**

This project will dismantle the existing boards around the perimeter of the ice surface, cut the existing floor into sections for removal and disposal, remove and dispose of the existing insulation, evaluate the condition of the existing sub-soil, modify as required, supply and install a new screened, laser leveled sand base, supply and install four inches of 40 PSI SM insulation, supply and install 10M rebar at 12 inches on centre, supply and install welded wire mesh over cooling lines pour new 5.5 inch thick concrete floor with small aggregate and high range water reducer, wet cure floor and cover with plastic for 7 days. The refrigeration portion of the project will provide rink piping and header lay out drawings including section details, pump out and dispose of cold floor brine charge, remove and dispose of exposed cold floor supply and return trench headers and supports, supply and install new steel exposed cold floor 6 inch supply trench headers at 4 inch centres, supply and install cold floor materials for a four sheet (60 foot by 158 foot) rink, supply and install new 21% calcium chloride floor brine charge, provide two brine analysis, supply and install cold rink floor sensor, supply and install cold floor sensor well, install electrical cold floor sensor wiring and start-up and commissioning of the system. This proposal accounts for soil and concrete testing and provides a one year warranty on the refrigeration system.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2025-006

REPORT TITLE: Development Charges By-law Review and Update

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-006 being a report on the Development Charges By-law update and Draft Amending By-law dated June 19, 2025, prepared by DFA Infrastructure International Inc.

AND THAT Council direct staff to proceed with the public meeting process and statutory notice requirements for consideration of the amending by-law.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Development Charges Background Study DRAFT April 2018
 TR2020-004 - Development and Community Benefit Charges
 TR2020-013 - Development and Community Benefit Charges Update - Bill 197
 027-2022 CONSOLIDATED Development Charges By-law

BACKGROUND

The Township of Wellington North passed its current Development Charges By-law 027-2022 on February 22, 2022. Since that time, the Province has enacted several legislative amendments to the Development Charges Act, 1997 (D.C.A.), including Bills 23, 134, 185, and 17, which introduced new statutory exemptions, definitional changes, timing of payments, and procedural updates.

While the Township remains obligated to comply with these new legislative requirements, they are not reflected in By-law 027-2022, creating confusion on interpretation. DFA Infrastructure International Inc. was retained to review the existing by-law and provide an amending by-law to incorporate these changes and ensure continued compliance.

The purpose of this review is to undertake a housekeeping amendment to align the Township's current DC By-law with recent provincial legislative updates. These amendments do not replace the full DC Study, which will be undertaken before By-law 027-22 expires on January 1, 2027. A comprehensive review remains planned for 2026 to assess updated growth projections, service needs, and charge rates.

Below is a list of the changes required to be incorporated into the Township's development charges By-law to ensure that the requirements of the D.C.A are met. The proposed amending DC by-law to be presented to Council for approval can be found in the Attachment 1 (Which contains Appendices A – F).

A - A number of definitions will be amended/added to the DC by-law. including definitions related to:

- Rental Housing Development
- Non-Profit Housing Development
- Affordable Residential Units bulletin
- Affordable Residential Unit
- Attainable Residential Unit
- Inclusionary Zoning Residential Unit
- Long-Term Care Home

B - Changes will be made to the wording and presentation regarding the residential intensification exemptions

C - Exemptions will be added for the following types of development:

- Non-Profit Housing
- Inclusionary Zoning Units
- Affordable Units
- Attainable Units

D - Rental Housing Developments will be granted discounts based on the number of bedrooms contained in each unit

E - Changes will be made to the timing of payment of residential development charges

F - A reduction to the time period will be made for the determination of a development charge applicable to site plan and zoning by-law amendment applications

CONSULTATION

DFA Infrastructure International Inc, CAO, Director of Legislative Services/Clerk, CBO, Manager of Infrastructure and Engineering

FINANCIAL CONSIDERATIONS

Capital: The proposed by-law amendment does not adjust development charge rates but ensures the Township's by-law reflects current legislative requirements. Future impacts to DC revenue include exemptions for specific unit types, which will reduce DC revenue for eligible developments. Staff will monitor and reflect these impacts in financial forecasts and during the full study update in 2026.

ATTACHMENTS

Attachment 1 – Development Charges Bylaw Review and Update

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 ☒

TOWNSHIP OF WELLINGTON-NORTH



DEVELOPMENT CHARGES BY-LAW REVIEW AND UPDATE



DFA Infrastructure International Inc.

June 19th 2025

**DFA Infrastructure International Inc.**

33 Raymond Street St. Catharines Ontario Canada L2R 2T3
Telephone: (905) 938 -0965 Fax: (905) 937-6568

June 19, 2025

Jerry Idialu
Director of Finance/Treasurer
Township of Wellington North
7490 Sideroad 7 W, P.O. Box 125
Kenilworth, Ontario
N0G 2E0

Re: Development Charges By-Law Review and Update

Dear Mr. Idialu

Please find attached a copy of the above captioned report. If you have any questions please let me know.

Respectfully Submitted by,

DFA Infrastructure International Inc.

Derek Ali, MBA, P.Eng.
President

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Letter of Transmittal

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Appendices

Appendix A - Bill 23-More Homes Built Faster Act, 2022 (Schedule 3)

Appendix B - Bill 134-Affordable Homes and Good Jobs Act, 2023 (Schedule 1)

Appendix C - Bill185-The Cutting Red Tape to Build More Homes Act, 2024 (Schedule 6)

Appendix D - Bill 17-Protect Ontario by Building Faster and Smarter Act, 2025 (Schedule 4)

Appendix E - Affordable Residential Units Bulletin

Appendix F – Proposed By-law to Amend By-law 027-22

1 Introduction

1.1 Background

The Township of Wellington North (Township) passed its current Development Charges (DC) By-law 027-22 on February 22, 2022. Since this date the Province of Ontario has passed several Acts which have amended the Development Charges Act 1997 (D.C.A.), and therefore the requirements on municipalities when imposing development charges. While these amendments are not reflected in By-law 027-22 the Township is still required to comply with them, thereby creating some confusion by both staff and the development community when processing development applications. To address this issue Township has retained DFA Infrastructure International Inc. (DFA) to prepare a background study and an amending DC by-law to ensure all new legislative requirements are reflected in By-law 027-22.

1.2 Purpose

The primary purpose of this document is to detail recent amendments to the D.C.A, and to present an amending by-law that would ensure the Township's development charges by-law meets the new legislative requirements under the D.C.A.

2 Requirements for Amending a Development Charges By-Law

The requirements to be undertaken by a municipality when amending a development charges by-law are in essence the same as when passing a new development charges by-law. The requirements are as follows:

- completing a development charges background study (with necessary modification), and
- holding at least one public meeting.

The Township must ensure the background study is made available to the public at least 60 days prior to the passing of the amending DC by-law by posting the study on the Township's website. The Township must also hold at least one public meeting, giving at least 20-days notice, and ensure the proposed amending DC by-law and background study are made available to the public at least two weeks prior to the meeting.

As the amendment to By-law 027-22 would be considered "housekeeping" in nature the background study would be limited in scope and only reflect the necessary changes needed to codify into the Township's development charges by-law the new statutory requirements as contained in D.C.A. amending legislation passed since February 22, 2022. This report will represent the background study as required under the D.C.A..

3 Recent Amendments to the *Development Charges Act 1997*

Since the Township passed Development Charges By-law # 027-22 on February 22, 2022 the Province has enacted several separate Acts that have amended the D.C.A.. Below are the Acts and a summary of the amendments that are specific to the D.C.A.. Detailed excerpts (specific to changes in the D.C.A.) from these acts are as provided in Appendix, A, B, C and D.

3.1 *Bill 23-More Homes Built Faster Act, 2022*

Bill 23-More Homes Built Faster Act, 2022 was introduced on October 25, 2022, receiving Royal Assent on November 28, 2022. This Act amends the D.C.A. as follows:

- Provision for the Additional Residential Unit Exemption has been moved from the regulation to the D.C.A., with changes to wording and display
- Housing services has been removed as an Eligible Service;

- New Statutory Exemptions has been provided for Affordable Units, Attainable Units, and Inclusionary Zoning Units. (Bill 134- Affordable Homes and Good Jobs Act, 2023 noted below provides the definition of “affordable”, “attainable” and “inclusionary zoning units” under the D.C.A.)
- New Statutory Exemption has been provided for Non-Profit Housing;
- Historical Level of Service (used in calculating the service level cap) has been extended to a 15-year period instead of the previous 10-year period;
- Capital Cost definition has been revised to remove studies and for prescribed services for which land or an interest in land will be restricted;
- Mandatory Phase-in of a development charge where by-laws are passed after January 1, 2022, as follows:
 - Year 1 – 80% of the maximum charge;
 - Year 2 – 85% of the maximum charge;
 - Year 3 – 90% of the maximum charge;
 - Year 4 – 95% of the maximum charge; and
 - Year 5 to expiry – 100% of the maximum charge.
- Development charge by-law expiry will now be a maximum of 10 years after the date the by-law comes into force;
- Development charges for Rental Housing developments will now receive a discount as follows:
 - Three or more bedrooms – 25% reduction;
 - Two bedrooms – 20% reduction; and
 - All other bedroom quantities – 15% reduction.
- The Maximum Interest Rate for Installments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications will now be set at the average prime rate plus 1%; and
- Municipalities are now required to spend or allocate at least 60% of their reserve fund at the beginning of the year for water, wastewater, and services related to a highway.

3.2 Bill 134 - *Affordable Homes and Good Jobs Act, 2023*

Bill 134-*Affordable Home and Goods Jobs Act, 2023* was introduced on September 28, 2023, receiving Royal Assent on December 4, 2023.

The D.C.A. includes provisions exempting affordable and attainable residential units from development charges. Bill 134 amends these provisions that set out when a residential unit would be considered to be an affordable or attainable residential unit.

Bill 134 changes the definition of, and provides for clarity in respect to, affordable housing and attainable housing as introduced by Bill 23. Bill 134 also introduced the “Affordable Residential Units bulletin” which sets out the market-based (i.e., average purchase prices and market rents) and income-based thresholds that are to be used to determine the eligibility of a residential unit for an exemption from development charges. The current bulletin is effective as of June 1, 2024, and is applicable across Ontario.

It should be noted that the units to which the exemptions and exclusions apply must be subject to agreements that provide for them to remain affordable residential units for 25 years. Units must also be sold or rented on an arm's length basis.

A copy of the most recently published "Affordable Residential Units bulletin" is provided in Appendix E.

3.3 Bill 185- *Cutting Red Tape to Build More Homes Act, 2024*

Bill 185-*Cutting Red Tape to Build More Homes Act, 2024* was introduced on April 10, 2024, receiving Royal Assent on June 6, 2024. This Act amends the DCA as follows:

- Reintroduces studies, previously removed under Bill 23, as an eligible cost for services, including costs for the preparation of a D.C. background study;
- Removes the mandatory phase-in that was introduced in Bill 23;
- Reduces the time period for the determination of a development charge applicable to site plan and zoning by-law amendment applications, whereby the time period between the building permit issuance and planning application approval is reduced to 18 months from two years (note, the two-year time period still applies to applications received and approved between January 1, 2020, and June 5, 2024);
- Permits the repeal of the date the development charges by-law expires (allowing for the 10-year by-law term provided in the D.C.A.);
- Allows minor development charges by-law amendments to be undertaken without the statutory public process if the amendment is related to the inclusion of study costs, the removal of the mandatory phase-in of a development charges by-law, and the removal a by-law expiry date. This is only applicable for by-laws passed between November 28, 2022, and June 6, 2024, (Township's development charges by-law was passed February 22, 2022). Moreover, minor amendments must be undertaken within 6 month of the Cutting Red Tape to Build More Homes Act 2024 coming into effect. As such the Township must still follow the statutory public process when amending By-law 027-22 as noted above; and
- Permits municipalities to publish a development charges public notice on municipal websites where newspapers of general circulation are not available.

3.4 Bill 17 - *Protect Ontario by Building Faster and Smarter Act, 2025*

Bill 17- *Protect Ontario by Building Faster and Smarter Act, 2025* was introduced on May 12, 2025, receiving Royal Assent on June 5, 2025. This Act amends the D.C.A. as follows:

- New Statutory Exemption has been provided for Long-Term Care Homes;
- Added exceptions to when amending a DC by-law a municipality is not required to undertake the prescribed rules such as preparing a background study and holding a public meeting;
- For residential development, other than rental housing development, development charges are now paid either on the day a permit is issued under the Building Code Act, 1992 authorizing occupation of the building or on the day the building is first occupied, whichever comes first. Also, a person required

to pay a development charge for residential development may pay the charge before the day it is payable even in the absence of an agreement; and

- The Act allows that if two or more services are deemed to be one service, a credit that relates to any one of those services may be used towards a part of a development charge that relates to any of those services.

4 Conclusions

It should be noted that not all the above noted amendments to the D.C.A will require changes to the Township's development charges by-law, such as changes to the protocol for calculating development charge rates. An example would include the change in the historical level of service term used in calculating the service level cap (from a term of 10-years to a term of 15-years).

Below is a list of the changes required to be incorporated into the Township's development charges By-law to ensure that the requirements of the D.C.A are met. The proposed amending DC by-law to be presented to Council for approval can be found in Appendix F.

A- A number of definitions will be amended/added to the DC by-law. including definitions related to:

- Rental Housing Development
- Non-Profit Housing Development
- Affordable Residential Units bulletin
- Affordable Residential Unit
- Attainable Residential Unit
- Inclusionary Zoning Residential Unit
- Long-Term Care Home

B- Changes will be made to the wording and presentation regarding the residential intensification exemptions

C- Exemptions will be added for the following types of development:

- Non-Profit Housing
- Inclusionary Zoning Units
- Affordable Units
- Attainable Units

D- Rental Housing Developments will be granted discounts based on the number of bedrooms contained in each unit

- E- Changes will be made to the timing of payment of residential development charges
- F- A reduction to the time period will be made for the determination of a development charge applicable to site plan and zoning by-law amendment applications

5 Next Steps

Below are the steps that will need to be taken by the Township for the approval of the proposed amending DC by-law:

- Release of DC Background Study to the public (upon Council's first review of study/proposed amending DC by-law)
- Advertise notice of public meeting (upon Council's first review of study/proposed amending DC by-law)
- Public Meeting under the D.C.A. (at least 20 days of notice of public meeting)
- Passing of amending DC by-law by Council (at least 60 days of by-law being made available to the public)
- Advertise notice of passage of amending DC By-law (within 20 days of passage of the amending DC by-law)
- Last day for appeal of amending DC By-law (40 days after passage of amending DC by-law)

APPENDICIES

Appendix A

Bill 23-More Homes Built Faster Act, 2022 (Schedule 3)

**SCHEDULE 3
DEVELOPMENT CHARGES ACT, 1997**

1 Section 1 of the *Development Charges Act, 1997* is amended by adding the following definition:

“rental housing development” means development of a building or structure with four or more residential units all of which are intended for use as rented residential premises; (“aménagement de logements locatifs”)

2 (1) Subsections 2 (3) and (3.1) of the Act are repealed and the following substituted:

Same

(3) An action mentioned in clauses (2) (a) to (g) does not satisfy the requirements of subsection (2) if the only effect of the action is to permit the enlargement of an existing residential unit.

Exemption for residential units in existing rental residential buildings

(3.1) The creation of the greater of the following in an existing rental residential building, which contains four or more residential units, is exempt from development charges:

1. One residential unit.
2. 1% of the existing residential units.

Exemption for residential units in existing houses

(3.2) The creation of any of the following is exempt from development charges:

1. A second residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.
2. A third residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
3. One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.

Exemption for additional residential units in new residential buildings

(3.3) The creation of any of the following is exempt from development charges:

1. A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit.
2. A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units.
3. One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units.

(2) Paragraph 17 of subsection 2 (4) of the Act is repealed.

(3) Section 2 of the Act is amended by adding the following subsection:

Deemed amendment of by-law

(4.0.1) If a by-law under this section imposes development charges to pay for increased capital costs required because of increased needs for housing services, the by-law is deemed to be amended to be consistent with subsection (4) as it reads on the day subsection 2 (2) of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

3 The Act is amended by adding the following section:

Exemption for affordable and attainable residential units

Definitions

4.1 (1) In this section,

“affordable residential unit” means a residential unit that meets the criteria set out in subsection (2) or (3); (“unité d’habitation abordable”)

“attainable residential unit” means a residential unit that meets the criteria set out in subsection (4). (“unité d’habitation à la portée du revenu”)

Affordable residential unit, rented

(2) A residential unit intended for use as a rented residential premises shall be considered to be an affordable residential unit if it meets the following criteria:

1. The rent is no greater than 80 per cent of the average market rent, as determined in accordance with subsection (5).
2. The tenant is dealing at arm’s length with the landlord.

Affordable residential unit, ownership

(3) A residential unit not intended for use as a rented residential premises shall be considered to be an affordable residential unit if it meets the following criteria:

1. The price of the residential unit is no greater than 80 per cent of the average purchase price, as determined in accordance with subsection (6).
2. The residential unit is sold to a person who is dealing at arm’s length with the seller.

Attainable residential unit

(4) A residential unit shall be considered to be an attainable residential unit if it meets the following criteria:

1. The residential unit is not an affordable residential unit.
2. The residential unit is not intended for use as a rented residential premises.
3. The residential unit was developed as part of a prescribed development or class of developments.
4. The residential unit is sold to a person who is dealing at arm’s length with the seller.
5. Such other criteria as may be prescribed.

Average market rent

(5) For the purposes of paragraph 1 of subsection (2), the average market rent applicable to a residential unit is the average market rent for the year in which the residential unit is occupied by a tenant, as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the *Development Charges Act, 1997* Bulletin”, as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.

Average purchase price

(6) For the purposes of paragraph 1 of subsection (3), the average purchase price applicable to a residential unit is the average purchase price for the year in which the residential unit is sold, as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the *Development Charges Act, 1997* Bulletin”, as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.

Arm’s length

(7) For the purposes of this section, in the determination of whether two or more persons are dealing at arm’s length, section 251 of the *Income Tax Act* (Canada) applies with necessary modifications.

Affordable residential unit, exemption from development charges

(8) The creation of a residential unit that is intended to be an affordable residential unit for a period of 25 years or more from the time that the unit is first rented or sold is exempt from development charges.

Same, agreement

(9) A person who, but for subsection (8), would be required to pay a development charge and the local municipality shall enter into an agreement that requires the residential unit to which subsection (8) applies to be an affordable residential unit for a period of 25 years.

Attainable residential unit, exemption from development charges

(10) The creation of a residential unit that is intended to be an attainable residential unit when the unit is first sold is exempt from development charges.

Same, agreement

(11) A person who, but for subsection (10), would be required to pay a development charge and the local municipality shall enter into an agreement that requires the residential unit to which subsection (10) applies to be an attainable residential unit at the time it is sold.

Standard form agreement

(12) The Minister of Municipal Affairs and Housing may establish standard forms of agreement that shall be used for the purposes of subsection (9) or (11).

Registration of agreement

(13) An agreement entered into under subsection (9) or (11) may be registered against the land to which it applies and the municipality is entitled to enforce the provisions of the agreement against the owner and, subject to the *Registry Act* and the *Land Titles Act*, against any and all subsequent owners of the land.

Transition

(14) Subsection (8) does not apply with respect to a development charge that is payable before the day section 3 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

Non-application of *Legislation Act, 2006*

(15) Part III (Regulations) of the *Legislation Act, 2006* does not apply to,

- (a) a bulletin referred to in this section; or
- (b) a standard form of agreement established under subsection (12).

4 The Act is amended by adding the following sections:

Exemption for non-profit housing development

Definition

4.2 (1) In this section,

“non-profit housing development” means the development of a building or structure intended for use as a residential premises and developed by,

- (a) a corporation to which the *Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act and whose primary object is to provide housing,
- (b) a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing, or
- (c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*.

Exemption

(2) A non-profit housing development is exempt from development charges.

Transition

(3) Subsection (2) does not apply with respect to a development charge that is payable before the day section 4 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

Same

(4) For greater certainty, subsection (2) applies to future instalments that would have been payable in accordance with section 26.1 after the day section 4 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

Exemption for inclusionary zoning residential units

Exemption

4.3 (1) The creation of a residential unit described in subsection (2) is exempt from development charges unless a development charge is payable with respect to the residential unit before the day section 4 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

Application

(2) Subsection (1) applies in respect of residential units that are affordable housing units required to be included in a development or redevelopment pursuant to a by-law passed under section 34 of the *Planning Act* to give effect to the policies described in subsection 16 (4) of that Act.

5 (1) Paragraph 4 of subsection 5 (1) of the Act is amended by striking out “10-year period” and substituting “15-year period”.

(2) Section 5 of the Act is amended by adding the following subsection:

Transition, par. 4 of subs. (1)

(1.1) For greater certainty, paragraph 4 of subsection (1), as it read immediately before the day subsection 5 (1) of Schedule 3 to the *More Homes Built Faster Act, 2022* came into force, continues to apply in respect of a development charge by-law in force on that day.

(3) Paragraph 1 of subsection 5 (3) of the Act is amended by adding “except in relation to such services as are prescribed for the purposes of this paragraph” at the end.

(4) Paragraphs 5 and 6 of subsection 5 (3) of the Act are repealed.

(5) Section 5 of the Act is amended by adding the following subsection:

Transition

(3.1) For greater certainty, subsection (3), as it read immediately before the day subsection 5 (4) of Schedule 3 to the *More Homes Built Faster Act, 2022* came into force, continues to apply in respect of a development charge by-law in force on that day.

(6) Subsection 5 (6) of the Act is amended by adding the following paragraph:

4. In the case of a development charge by-law passed on or after the day subsection 5 (6) of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force, the rules must provide that,
 - i. any development charge imposed during the first year that the by-law is in force is no more than 80 per cent of the maximum development charge that could otherwise be charged in accordance with this section,
 - ii. any development charge imposed during the second year that the by-law is in force is no more than 85 per cent of the maximum development charge that could otherwise be charged in accordance with this section,
 - iii. any development charge imposed during the third year that the by-law is in force is no more than 90 per cent of the maximum development charge that could otherwise be charged in accordance with this section, and
 - iv. any development charge imposed during the fourth year that the by-law is in force is no more than 95 per cent of the maximum development charge that could otherwise be charged in accordance with this section.

(7) Section 5 of the Act is amended by adding the following subsections:

Special rule

(7) Subsection (8) applies to a development charge imposed by a development charge by-law passed on or after January 1, 2022 and before the day subsection 5 (7) of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force, unless the development charge was payable before the day subsection 5 (7) of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

Same

- (8) The amount of a development charge described in subsection (7) shall be reduced in accordance with the following rules:
 1. A development charge imposed during the first year that the by-law is in force shall be reduced to 80 per cent of the development charge that would otherwise be imposed by the by-law.
 2. A development charge imposed during the second year that the by-law is in force shall be reduced to 85 per cent of the development charge that would otherwise be imposed by the by-law.
 3. A development charge imposed during the third year that the by-law is in force shall be reduced to 90 per cent of the development charge that would otherwise be imposed by the by-law.
 4. A development charge imposed during the fourth year that the by-law is in force shall be reduced to 95 per cent of the development charge that would otherwise be imposed by the by-law.

Same, interpretation

(9) For the purposes of subsections (7) and (8), a development charge is deemed to be imposed on the day referred to in subsection 26.2 (1) that applies to the development charge.

6 (1) Subsection 9 (1) of the Act is amended by striking out “five years” and substituting “10 years”.

(2) Section 9 of the Act is amended by adding the following subsection:

Transition

(1.1) For greater certainty, subsection (1), as it reads on and after the day subsection 6 (1) of Schedule 3 to the *More Homes Built Faster Act, 2022* came into force, does not apply with respect to a development charge by-law that, before that day, had expired pursuant to subsection (1) as it read before that day.

7 (1) Paragraphs 1 to 3 of subsection 26.1 (2) of the Act are repealed and the following substituted:

1. Rental housing development.
2. Institutional development.

(2) Subsection 26.1 (3) of the Act is repealed and the following substituted:

Annual instalments

(3) A development charge referred to in subsection (1) shall be paid in equal annual instalments beginning on the earlier of the date of the issuance of a permit under the *Building Code Act, 1992* authorizing occupation of the building and the date the building is first occupied, and continuing on the following five anniversaries of that date.

(3) Subsection 26.1 (7) of the Act is amended by striking out “not exceeding the prescribed maximum interest rate” at the end and substituting “not exceeding the maximum interest rate determined in accordance with section 26.3”.

8 (1) Subsection 26.2 (1) of the Act is amended by striking out “The total amount” at the beginning and substituting “Subject to subsection (1.1), the total amount”.

(2) Section 26.2 of the Act is amended by adding the following subsections:

Discount, rental housing development

(1.1) In the case of rental housing development, the amount determined under subsection (1) shall be reduced in accordance with the following rules:

1. A development charge for a residential unit intended for use as a rented residential premises with three or more bedrooms shall be reduced by 25 per cent.
2. A development charge for a residential unit intended for use as a rented residential premises with two bedrooms shall be reduced by 20 per cent.
3. A development charge for a residential unit intended for use as a rented residential premises not referred to in paragraph 1 or 2 shall be reduced by 15 per cent.

Same, transition

(1.2) Subject to subsection (1.3), subsection (1.1) does not apply in respect of a development charge for a development in respect of which a building permit was issued before the day subsection 8 (2) of Schedule 3 to the *More Homes Built Faster Act, 2022* came into force.

Same, exception

(1.3) Despite subsection (7), paragraphs 1 to 3 of subsection (1.1) apply to any part of a development charge payable under an agreement under section 27 that is in respect of a prescribed development and that was entered into before the day that subsection 8 (2) of Schedule 3 to the *More Homes Built Faster Act, 2022* came into force, other than a part of the development charge that is payable under the agreement before the day the development was prescribed for the purposes of this subsection.

(3) Subsection 26.2 (3) of the Act is amended by striking out “at a rate not exceeding the prescribed maximum interest rate” and substituting “at a rate not exceeding the maximum interest rate determined in accordance with section 26.3”.

9 The Act is amended by adding the following section:

Maximum interest rate

26.3 (1) In this section,

“adjustment date” means January 1, April 1, July 1 or October 1; (“date de rajustement”)

“average prime rate”, on a particular date, means the mean, rounded to the nearest hundredth of a percentage point, of the annual rates of interest announced by each of the Royal Bank of Canada, The Bank of Nova Scotia, the Canadian Imperial Bank of Commerce, the Bank of Montreal and The Toronto-Dominion Bank to be its prime or reference rate of interest in effect on that date for determining interest rates on Canadian dollar commercial loans by that bank in Canada. (“taux préférentiel moyen”)

Same

(2) For the purposes of subsections 26.1 (7) and 26.2 (3), the maximum interest rate that a municipality may charge shall be determined in accordance with the following rules:

1. A base rate of interest shall be determined for April 1, 2022 and for each adjustment date after April 1, 2022 and shall be equal to the average prime rate on,
 - i. October 15 of the previous year, if the adjustment date is January 1,
 - ii. January 15 of the same year, if the adjustment date is April 1,
 - iii. April 15 of the same year, if the adjustment date is July 1, and

- iv. July 15 of the same year, if the adjustment date is October 1.
- 2. The base rate of interest in effect on a particular date shall be,
 - i. the base rate for the particular date, if the particular date is an adjustment date, and
 - ii. the base rate for the last adjustment date before the particular date, otherwise.
- 3. The maximum rate of interest that may be charged, in respect of a particular day after June 1, 2022, shall be an annual interest rate that is one percentage point higher than the base rate of interest in effect for that day.

Transition

(3) Subsection (2) does not apply in respect of a development charge that was payable before the day section 9 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force.

10 Section 35 of the Act is amended by adding the following subsections:

Requirement to spend or allocate monies in reserve fund

(2) Beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for the following services at the beginning of the year:

- 1. Water supply services, including distribution and treatment services.
- 2. Waste water services, including sewers and treatment services.
- 3. Services related to a highway as defined in subsection 1 (1) of the *Municipal Act, 2001* or subsection 3 (1) of the *City of Toronto Act, 2006*, as the case may be.

Same

(3) If a service is prescribed for the purposes of this subsection, beginning in the first calendar year that commences after the service is prescribed and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for the prescribed service at the beginning of the year.

11 (1) Subsection 44 (4) of the Act is amended by striking out “Subsection 2 (3.1) and section 4” at the beginning and substituting “Subsections 2 (3.3), 4.2 (2) and 4.3 (1) and section 4”.

(2) Subsection 44 (4) of the Act, as amended by subsection (1), is amended by adding “4.1 (8) and (10)” after “Subsections 2 (3.3)” at the beginning.

12 (1) Clauses 60 (1) (b) and (b.1) of the Act are repealed.

(2) Subsection 60 (1) of the Act is amended by adding the following clauses:

- (d.2) prescribing developments and classes of developments for the purposes of paragraph 3 of subsection 4.1 (4);
- (d.3) prescribing criteria for the purposes of paragraph 5 of subsection 4.1 (4);

(3) Subsection 60 (1) of the Act is amended by adding the following clause:

- (l) prescribing services for the purposes of paragraph 1 of subsection 5 (3);

(4) Clause 60 (1) (s.2) of the Act is repealed.

(5) Subsection 60 (1) of the Act is amended by adding the following clause:

- (s.2.1) prescribing developments for the purposes of subsection 26.2 (1.3);

(6) Subsection 60 (1) of the Act is amended by adding the following clause:

- (s.4) prescribing one or more services for the purposes of subsection 35 (3);

(7) Section 60 of the Act is amended by adding the following subsections:

Adoption by reference

(1.1) A regulation under clause (1) (d.3) may adopt by reference, in whole or in part and with such changes as are considered necessary, any document and may require compliance with the document.

Rolling incorporation by reference

(1.2) The power to adopt by reference and require compliance with a document in subsection (1.1) includes the power to adopt a document as it may be amended from time to time.

Revocation

13 Subsections 11.1 (1) and (3) of Ontario Regulation 82/98 are revoked.

Commencement

14 (1) Except as otherwise provided in this section, this Schedule comes into force on the day the *More Homes Built Faster Act, 2022* receives Royal Assent.

(2) Section 3, subsection 11 (2) and subsections 12 (2) and (7) come into force on a day to be named by proclamation of the Lieutenant Governor.

Appendix B

Bill 134-Affordable Homes and Good Jobs Act, 2023 (Schedule 1)

**SCHEDULE 1
DEVELOPMENT CHARGES ACT, 1997**

1 (1) Subsection 4.1 (1) of the *Development Charges Act, 1997* is amended by adding the following definition:

“Affordable Residential Units bulletin” means the bulletin entitled the “Affordable Residential Units for the Purposes of the *Development Charges Act, 1997* Bulletin”, as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario; (“bulletin relatif aux unités d’habitation abordables”)

(2) Paragraph 1 of subsection 4.1 (2) of the Act is repealed and the following substituted:

1. The rent is no greater than the lesser of,
 - i. the income-based affordable rent for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), and
 - ii. the average market rent identified for the residential unit set out in the Affordable Residential Units bulletin.

(3) Paragraph 1 of subsection 4.1 (3) of the Act is repealed and the following substituted:

1. The price of the residential unit is no greater than the lesser of,
 - i. the income-based affordable purchase price for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), and
 - ii. 90 per cent of the average purchase price identified for the residential unit set out in the Affordable Residential Units bulletin.

(4) Subsections 4.1 (5) and (6) of the Act are repealed and the following substituted:

Rent based on income

(5) For the purposes of subparagraph 1 i of subsection (2), in identifying the income-based affordable rent applicable to a residential unit, the Minister of Municipal Affairs and Housing shall,

- (a) determine the income of a household that, in the Minister’s opinion, is at the 60th percentile of gross annual incomes for renter households in the applicable local municipality; and
- (b) identify the rent that, in the Minister’s opinion, is equal to 30 per cent of the income of the household referred to in clause (a).

Purchase price based on income

(6) For the purposes of subparagraph 1 i of subsection (3), in identifying the income-based affordable purchase price applicable to a residential unit, the Minister of Municipal Affairs and Housing shall,

- (a) determine the income of a household that, in the Minister’s opinion, is at the 60th percentile of gross annual incomes for households in the applicable local municipality; and
- (b) identify the purchase price that, in the Minister’s opinion, would result in annual accommodation costs equal to 30 per cent of the income of the household referred to in clause (a).

Commencement

2 This Schedule comes into force on the later of the day section 3 of Schedule 3 to the *More Homes Built Faster Act, 2022* comes into force and the day the *Affordable Homes and Good Jobs Act, 2023* receives Royal Assent.

Appendix C

Bill 185-The Cutting Red Tape to Build More Homes Act, 2024 (Schedule 6)

**SCHEDULE 6
DEVELOPMENT CHARGES ACT, 1997**

1 (1) Subsection 5 (3) of the *Development Charges Act, 1997* is amended by adding the following paragraphs:

5. Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4.
6. Costs of the development charge background study required under section 10.

(2) Subsection 5 (3.1) of the Act is repealed.

(3) Paragraph 4 of subsection 5 (6) of the Act is repealed.

(4) Subsections 5 (7) to (9) of the Act are repealed and the following substituted:

Transition, repeal of subss. (7) and (8)

(7) Subsections (7) and (8) as they read immediately before the day subsection 1 (4) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force continue to apply to a development charge imposed on or after November 28, 2022 and before the day subsection 1 (4) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.

Same

(8) For the purposes of subsection (7), a development charge is deemed to be imposed on the day referred to in subsection 26.2 (1) that applies to the development charge.

2 (1) Section 19 of the Act is amended by adding the following subsections:

Amendments to extend by-law

(1.1) Subsection (1) does not apply to an amendment to a development charge by-law if the only effect of the amendment is to repeal a provision specifying the date on which the by-law expires or to amend such a provision to provide for the by-law to expire on a later date.

Amendments re subs. 5 (3)

(1.2) Subsection (1) does not apply to an amendment to a development charge by-law if the following conditions are satisfied:

1. The development charge by-law being amended was passed on or after November 28, 2022 and before the day subsection 1 (1) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.
2. The amendment is passed within six months after the day subsection 1 (1) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.
3. The only effect of the amendment is to impose development charges to pay for the capital costs described in paragraphs 5 and 6 of subsection 5 (3) if development charges are permitted under the Act.

Amendments re subs. 5 (6)

(1.3) Subsection (1) does not apply to an amendment to a development charge by-law if the following conditions are satisfied:

1. The development charge by-law being amended was passed on or after November 28, 2022 and before the day subsection 1 (3) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.
2. The amendment is passed within six months after the day subsection 1 (3) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.
3. The only effect of the amendment is to change the rules developed pursuant to paragraph 9 of subsection 5 (1) to increase a development charge imposed during the first four years that the by-law is in force to the amount that could have been charged if paragraph 4 of subsection 5 (6) had not been in force at the time the by-law was passed.

Notice

(1.4) The clerk of a municipality that passed an amendment referred to in subsection (1.1), (1.2) or (1.3) shall give written notice of the passing of the amendment and subsections 13 (2) to (4) apply, with necessary modifications, to the notice.

(2) Subsections 19 (1.2) to (1.4) of the Act, as enacted by subsection 2 (1), are repealed and the following substituted:

Notice

(1.2) The clerk of a municipality that passed an amendment referred to in subsection (1.1) shall give written notice of the passing of the amendment and subsections 13 (2) to (4) apply, with necessary modifications, to the notice.

3 (1) Subsection 26.2 (5) of the Act is amended by striking out “the prescribed amount of time” wherever it appears and substituting in each case “18 months”.

(2) Section 26.2 of the Act is amended by adding the following subsection:

Same, transition

(5.1) Subsection (5) as it read before the day subsection 3 (1) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force continues to apply to a development in respect of which the application referred to in clause (1) (a) or (b) was approved before the day subsection 3 (1) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* came into force.

(3) Section 26.2 of the Act is amended by adding the following subsection:**Special rule, City of Ottawa**

(8) If an application referred to in clause (1) (a) or (b) is made to the City of Ottawa between May 14, 2024 and the day that is 15 days after the day subsection 3 (3) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* comes into force, the application shall be deemed for the purposes of this section to have been made on the day that is 16 days after the day subsection 3 (3) of Schedule 6 to the *Cutting Red Tape to Build More Homes Act, 2024* comes into force.

Commencement

4 (1) Except as otherwise provided in this section, this Schedule comes into force on the day the *Cutting Red Tape to Build More Homes Act, 2024* receives Royal Assent.

(2) Subsection 2 (2) comes into force on the day that is 7 months after the day the *Cutting Red Tape to Build More Homes Act, 2024* receives Royal Assent.

Appendix D

Bill 17-Protect Ontario by Building Faster and Smarter Act, 2025 (Schedule 4)

**SCHEDULE 4
DEVELOPMENT CHARGES ACT, 1997**

1 The *Development Charges Act, 1997* is amended by adding the following section:

Exemption for long-term care home development

4.4 (1) The development of any part of a building or structure intended for use as a long-term care home, as defined in subsection 2 (1) of the *Fixing Long-Term Care Home Act, 2021*, is exempt from development charges.

Transition

(2) Subsection (1) does not apply with respect to a development charge that is payable before the day section 1 of Schedule 4 to the *Protect Ontario by Building Faster and Smarter Act, 2025* comes into force.

Same

(3) For greater certainty, subsection (1) applies to future instalments that would have been payable in accordance with section 26.1 after the day section 1 of Schedule 4 to the *Protect Ontario by Building Faster and Smarter Act, 2025* comes into force.

2 (1) Subsection 5 (3) of the Act is amended by adding “Subject to the regulations” at the beginning of the portion before paragraph 1.

(2) Paragraph 1 of subsection 5 (3) of the Act is amended by striking out “except in relation to such services as are prescribed for the purposes of this paragraph” at the end.

3 Subsection 19 (1.1) of the Act is repealed and the following substituted:

Exceptions

(1.1) Subsection (1) does not apply to an amendment to a development charge by-law if the only effect of the amendment is to,

- (a) repeal a provision specifying the date on which the by-law expires or to amend such a provision to provide for the by-law to expire on a later date;
- (b) repeal a provision providing for the indexing of a development charge or to amend such a provision to provide for a development charge not to be indexed; or
- (c) decrease the amount of a development charge that is payable for one or more types of development in the circumstances specified in the amendment.

4 (1) Subsection 26.1 (2) of the Act is amended by adding the following paragraph:

- 3. Residential development not described in paragraph 1.

(2) Subsection 26.1 (3) of the Act is amended by striking out “A development charge referred to in subsection (1)” at the beginning and substituting “A development charge in respect of any part of a development that consists of a type of development described in paragraph 1 or 2 of subsection (2)”.

(3) Section 26.1 of the Act is amended by adding the following subsections:

Payable on occupancy

(3.1) Subject to subsection (3.2), a development charge in respect of any part of a development that consists of a type of development described in paragraph 3 of subsection (2) shall be paid in full on the earlier of,

- (a) the day a permit is issued under the *Building Code Act, 1992* authorizing occupation of the building; and
- (b) the day the building is first occupied.

Same, financial security

(3.2) If the prescribed circumstances exist, the municipality that imposes a development charge in respect of a type of development described in paragraph 3 of subsection (2) may require the person required to pay the charge to provide an instrument to be used to secure the payment of the charge under subsection (3.1), subject to any prescribed limitations.

(4) Subsection 26.1 (4) of the Act is amended by striking out “an instalment is payable” at the end and substituting “the amount is payable in accordance with this section”.

(5) Subsection 26.1 (7) of the Act is repealed and the following substituted:

Interest

(7) A municipality may charge interest on the instalments payable under subsection (3) in accordance with this subsection, as it read before the day subsection 4 (5) of Schedule 4 to the *Protect Ontario by Building Faster and Smarter Act, 2025* came into force, but only to the extent that the interest being charged had accrued before that day.

(6) Subsection 26.1 (8) of the Act is amended by striking out “instalments required by subsection (3)” and substituting “instalments required by subsection (3), development charges payable under subsection (3.1)”.

(7) Subsection 26.1 (9) of the Act is repealed.

(8) Section 26.1 of the Act is amended by adding the following subsection:

Early payment in absence of agreement under s. 27

(12) For greater certainty, a person required to pay a development charge under this section may pay the charge before the day it is payable even in the absence of an agreement under section 27.

5 Section 26.2 of the Act is amended by adding the following subsections:

Exception, decrease in amount of charges payable

(5.2) Clauses (1) (a) and (b) do not apply to a development charge if the total amount of all charges, including any interest charged under subsection (3), that are payable in accordance with either of those clauses exceeds the total amount of all charges that would be payable if clause (1) (c) applied.

Other charges included if paid at the same time

(5.3) For the purposes of subsection (5.2), the total amount of all charges includes any other development charges in respect of the same development that are payable at the same time as the charge referred to in subsection (5.2) is payable.

Same, transition

(5.4) Subsection (5.2) does not apply in respect of a development charge that is payable or, if section 26.1 did not apply, would be payable, in accordance with section 26 before the day section 5 of Schedule 4 to the *Protect Ontario by Building Faster and Smarter Act, 2025* comes into force.

6 Section 28 of the Act is repealed and the following substituted:

Withholding of permit until charge paid

28 Despite any other Act, a municipality is not required to issue a permit under the *Building Code Act, 1992* for a development to which development charges apply unless,

- (a) in the case of a permit issued under subsection 8 (1) of that Act, all development charges have been paid except for any charges payable in accordance with section 26.1 of this Act or any charges that an agreement made under section 27 of this Act provides are payable after the permit is issued; or
- (b) in the case of any other permit issued under that Act, all development charges that are payable before the issuance of the permit have been paid.

7 (1) Subsection 41 (1) of the Act is amended by adding “Subject to subsection (1.1)” at the beginning.

(2) Section 41 of the Act is amended by adding the following subsection:

Services deemed to be one service

(1.1) If two or more services are deemed to be one service by the regulations, a credit that relates to any one of those services may be used with respect to that part of a development charge that relates to any of those services.

8 Section 59 of the Act is amended by adding the following subsection:

What constitutes a local service

(2.1) What constitutes a local service for the purposes of clauses (2) (a) and (b) may be determined by the regulations.

9 (1) Clause 60 (1) (l) of the Act is repealed and the following substituted:

- (l) providing for exceptions to the application of subsection 5 (3), and making such exceptions subject to conditions;

(2) Subsection 60 (1) of the Act is amended by adding the following clause:

(s.1.1) prescribing circumstances and limitations for the purposes of subsection 26.1 (3.2);

(3) Clause 60 (1) (s.3) of the Act is repealed.

(4) Subsection 60 (1) of the Act is amended by adding the following clauses:

(s.5) deeming two or more services to be one service for the purposes of subsection 41 (1.1);

.

(t.0.2) determining what constitutes a local service for the purposes of clauses 59 (2) (a) and (b);

Appendix E

Affordable Residential Units Bulletin

Affordable Residential Units for the Purposes of the *Development Charges Act*, 1997 Bulletin

This bulletin is effective June 1, 2024, and applies until replaced by a new bulletin (anticipated June 1, 2025).

This bulletin sets out the market-based (that is, average purchase prices and market rents) and income-based thresholds that are to be used to determine the eligibility of a residential unit for an exemption from development charges and exclusions from the maximum community benefits charge and parkland dedication requirements.

Applicable units must be subject to agreements that provide for them to remain affordable residential units for 25 years. Units must also be sold or rented on an arm's length basis.

For ownership housing, a unit would be considered affordable when the purchase price is at or below the lesser of:

- Income-based purchase price: A purchase price that would result in annual accommodation costs equal to 30% of a household's gross annual income for a household at the 60th percentile of the income distribution for all households in the local municipality; and
- Market-based purchase price: 90% of the average purchase price of a unit of the same unit type in the local municipality.

For rental housing, a unit would be considered affordable when the rent is at or below the lesser of:

- Income-based rent: Rent that is equal to 30% of gross annual household income for a household at the 60th percentile of the income distribution for renter households in the local municipality; and
- Market-based rent: Average market rent of a unit of the same unit type in the local municipality.

In cases of disagreement, a person (or person's agent) required to pay a development charge may complain to the council of the municipality imposing the development charge that there was an error in the application of the development charge by-law.

Data last updated: April 5, 2024

Appendix F

Proposed By-law to Amend By-law 027-22

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER XXX-25

BEING A BY-LAW TO AMEND BY-LAW 027-22, WHICH IS FOR THE IMPOSITION OF
DEVELOPMENT CHARGES

Whereas Section 2 of the Development Charges Act, 1997, S.O. 1997, c. 27 ("the Act") provides that the council of a municipality may pass a by-law for the imposition of development charges against land if the development of the land would increase the need for services arising from development of the area to which the by-law applies;

And Whereas the Council of the Township of Wellington North (the "Council") enacted and passed By-law 027-22, being a by-law for the imposition of development charges on February 22, 2022;

And Whereas Section 19 of the Act provides for amendments to be made to development charges by-laws;

And Whereas a development charges background update study has been completed in accordance with the Act;

And Whereas the update study and proposed amending By-law were made available to the public on XX day of XXXXX 2025;

And Whereas the Council of the Township of Wellington North has given notice and held a public meeting on the XX day of XXXXX 2025 in accordance with the Act and the regulations thereto;

Now therefore the Council of the Township of Wellington North hereby enacts as follows:

1. By-law 027-22 is hereby amended as follows:

A: **Section 1** is hereby amended as follows:

The definition of "Purpose-Built Rental Housing Development" is hereby repealed and replaced as follows:

"Rental Housing Development" means development of a building or structure with four or more residential units all of which are intended for use as rented residential premises.

The definition of "Non-Profit Housing Development" is hereby added as follows:

"Non-Profit Housing Development" means the development of a building or structure intended for use as a residential premises and developed by,

- (a) a corporation to which the *Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act and whose primary object is to provide housing,
- (b) a corporation without share capital to which the Canada Not-for-profit Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing, or
- (c) a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act, 2022, c. 21, Sched. 3, s. 4*.

The definition of "Affordable Residential Units bulletin" is hereby added as follows:

"Affordable Residential Units bulletin" means the bulletin entitled the "Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin", as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.

The definition of "Affordable Residential Unit" is hereby added as follows:

"Affordable Residential Unit" means a residential unit that meets the criteria set out in subsection 4.1 of the Act.

The definition of "Attainable Residential Unit" is hereby added as follows:

"Attainable Residential Unit" means a residential unit that meets the criteria set out in subsection 4.1 of the Act.

The definition of "Inclusionary Zoning Residential Unit" is hereby added as follows:

"Inclusionary Zoning Residential Unit" means residential units that are affordable housing units required to be included in a development or redevelopment pursuant to a by-law passed under section 34 of the *Planning Act* to give effect to the policies described in subsection 16(4) of that Act.

The definition of "Long-Term Care Home" is hereby added as follows:

"Long-Term Care Home" means any part of a building or structure intended for use as a long-term care home, as defined in subsection 2 (1) of the Fixing Long-Term Care Home Act, 2021.

B: Sub-Sections **3.5 to 3.7** is hereby repealed, and replaced with the following:

- 3.5** An action mentioned in sub-clauses 3.4 (a) (i)-(vii) does not satisfy the requirements of clause 3.4 (a) if the only effect of the action is to permit the enlargement of an existing residential unit.

- 3.6** The creation of the greater of the following in an existing rental residential building, which contains four or more residential units, is exempt from development charges:
1. One residential unit; and
 2. 1 per cent of the existing residential units.
- 3.7** The creation of any additional residential units in existing and new residential units is exempt from development charges as follows:
1. A second residential unit in a single detached dwelling, semi-detached dwelling or row dwelling on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached dwelling, semi-detached dwelling or row dwelling cumulatively contain no more than one residential unit;
 2. A third residential unit in a single detached dwelling, semi-detached dwelling or row dwelling on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached dwelling, semi-detached dwelling or row dwelling contains any residential units; and
 3. One residential unit in a building or structure ancillary to a single detached dwelling, semi-detached dwelling or row dwelling on a parcel of land, if the existing single detached dwelling, semi-detached dwelling or row dwelling contains no more than two residential units and no other building or structure ancillary to the existing single detached dwelling, semi-detached dwelling or row dwelling contains any residential units.

C. Subsection **3.9.1** is hereby added as follows:

- 3.9.1** Exemption for Non-Profit Housing Development, Inclusionary Zoning, Affordable, and Attainable Unit
Notwithstanding any other provision of this by-law, and subject to the most recently published Affordable Residential Units bulletin:
1. This by-law shall not apply to that category of exempt development described in section 4.1 of the Act, namely that development charges shall not be imposed with respect to affordable residential units and attainable residential units
 2. This by-law shall not apply to that category of exempt development described in section 4.2 of the Act, namely that development charges shall not be imposed with respect to non-profit housing development.
 3. This by-law shall not apply to that category of exempt development described in section 4.3 of the Act, namely that development charges shall not be imposed with respect to inclusionary zoning residential unit development.
 4. This by-law shall not apply to that category of exempt development described in section 4.4 of the Act, namely that development charges shall not be imposed with respect to a long-term care home.

D: Sub-Section **3.14** is hereby repealed, and replaced with the following:

- 3.14** Development charges for Rental Housing Developments shall receive a discount as follows:
- 1) Three or more bedrooms – 25% reduction;
 - 2) Two bedrooms – 20% reduction; and
 - 3) All other bedroom quantities – 15% reduction.

E: Sub-Sections **3.17 – 3.21** are hereby repealed, and replaced by the following:

- 3.17** Notwithstanding subsections **3.16**, development charges for residential development that is not rental housing shall be payable either on the day a permit is issued under the *Building Code Act, 1992* authorizing occupation of the building or on the day the building is first occupied, whichever comes first.
- 3.17.1** Notwithstanding subsections **3.17**, development charges for residential development that is not rental housing may pay the charge before the day it is payable even in the absence of an agreement under Section 3.21
- 3.18** Notwithstanding subsections **3.16**, development charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest as provided in the Township’s Council approved development charge interest policy, as may be revised from time to time.
- 3.19** Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after January 1, 2020, and the approval of the application occurred within 18 months of building permit issuance, the development charges under Sub Sections **3.10** and **3.11** shall be calculated on the rates set out in Schedule “B” on the date of the planning application, including interest. Where both planning applications apply development charges under Sub Sections **3.10** and **3.11** shall be calculated on the rates, including interest as provided in the Township’s Council approved development charge interest policy, as may be revised from time to time, payable on the anniversary date each year thereafter, set out in Schedule “B” on the date of the later planning application, including interest.
- 3.20** Despite sections **3.16** to **3.19**, and in accordance with section 27 of the Act, the Township from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable.

F: Sub-Section **4.2** is hereby repealed, and replaced with the following:

4.2 Notwithstanding Section **4.1**, in the case of installment payments for development charges related to rental housing or institutional development, the Chief Building Official or his or her designate shall withhold the issuance of an occupancy permit in relation to a building on land to which the development charge applies unless the first installment of the development charge has been paid.

2. Except as amended by this by-law, all provisions of By-law 027-22 are and shall remain in full force and effect.

3. This by-law shall come into effect on XXXX XX 2025

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS XXTH DAY OF XX, XXXX.**

ANDY LENNOX
MAYOR

KAREN WALLACE
CLERK



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-07-14

MEETING TYPE: Open

SUBMITTED BY: Tammy Stevenson, Manager of Infrastructure & Engineering

REPORT #: INF 2025-014

REPORT TITLE: George Street (Arthur) Pedestrian Crossing

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-014 being a report on George Street (Arthur) Pedestrian Crossing;

AND FURTHER THAT Council direct staff to combine 2 existing parking stalls in the municipal parking lot located at 154 George Street and create one (1) new barrier free parking stall;

AND FURTHER THAT Council direct staff to submit Triton warrant analysis report to MTO for approval of a new Level 2, Type B PXO at the existing mid-block pedestrian curb extension location.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

Traffic By-law 114-2023

Zoning By-law 66-01

BACKGROUND

A Traffic and Pedestrian Control Measure Request form was submitted on October 10, 2024, with an attached petition listing one hundred and twenty four (124) signatures as shown in Attachment 1.

Accessible Parking

As defined in the Zoning By-law 66-01, Barrier Free Accessible means a parking space provided for the use of persons with disabilities pursuant to the Accessibility for Ontarians with Disabilities Act. Private commercial properties are to provide barrier free parking stalls as per the Zoning By-law 66-01. Foodland and TD Canada Trust (TD) bank both have a

088
barrier free accessible parking stall located within their properties for shoppers to use. By integrating accessible parking into site planning, the Township reduces the need for costly retrofits and service accommodations. This proactive approach aligns with our commitment to fiscal responsibility and efficient service delivery.

The Township has provided a new municipal on-street accessible parking stall on the east side of George Street in front of 165 George Street (Foodland) during the George Street (Highway 6) Connecting Link Rehabilitation project in 2021.

The municipal parking lot located at 154 George Street has an entrance from George Street between Canada Post and TD Canada Trust. The municipal parking lot has fifty-eight (58) parking stalls. Three (3) of the parking stalls are located within the entrance from George Street with a 5-minute limit to assist with traffic control for residents collecting their mail from Canada Post. The Go Bus also utilizes the municipal parking lot as a pick-up and drop-off zone. Although the accessible parking stall located behind the TD building appears to be within the municipal parking lot, it is in fact located on TD property.

Pedestrian Crossing

There is an existing uncontrolled midblock pedestrian crossing including advance traffic warning signs located approximately 100 metres (m) south of the traffic signals at the intersection of George Street and Frederick Street and approximately 150 m north of the traffic signals at the intersection of George Street and Charles Street. A curb extension and non-controlled pedestrian crossing was constructed to MTO as part of the Smith Street Resurfacing project in 2021 to reduce pedestrian crossing distance and provide improved sight lines to waiting pedestrians in accordance with OTM Book 15. Location of the uncontrolled midblock pedestrian crossing is in a busy downtown area with grocery and commercial stores on the east side of George Street and Canada Post, bank, commercial stores and municipal parking lot located on the west side of George Street.

ANALYSIS

Accessible Parking

The municipal parking lot was reviewed for location where a barrier free parking stall could be located. Two (2) parking stalls beside TD barrier free parking stall could be combined and converted to a barrier free parking stall. This would reduce the existing parking stalls from fifty-eight (58) to fifty-seven (57). Accessible infrastructure reflects the Township's values of equity and respect for all residents. It helps remove systemic barriers and supports a more inclusive community—an essential component of sustainable growth and social well-being.

On-street parking on George Street was reviewed. Accessible parking stalls are more than a regulatory requirement—they are a strategic asset that directly supports the Township's mandate to deliver quality, efficient community services within our operational capacity. With limited number of parking stalls, the existing accessible parking stall location provides a central location for shoppers to visit the downtown core area and provides access to the east side of George Street without having to cross the roadway. Due to the limited amount of on-

street parking, additional new on-street accessible parking stalls are not feasible at this time. However, the recommendation of an additional new barrier free accessible parking stall in the municipal parking lot will provide additional location for accessible parking that is close to the retail stores on the west side of George Street.

Pedestrian Crossing

Township's consulting traffic engineer, Triton Engineering Services (Triton) completed a manual pedestrian and vehicle traffic count on May 14, 2025, with results as shown in Attachment 2. The Ontario Traffic Manual (OTM) Book 15 – *Pedestrian Crossing Treatments* provides a threshold of conditions for assessing pedestrian crossing needs and the selection of a Treatment System. The traffic count conducted on May 14, 2025, satisfy the MTO requirements to support the existing mid-block uncontrolled pedestrian crossing to be upgraded to a Level 2, Type B Pedestrian Cross-over (PXO). The Level 2, Type B PXO would provide enhanced visibility to the crossing with the addition of overhead signage and pavement line markings. Existing advance warning signage for motorist are already in place.

Pedestrians must use caution when crossing the roadway at a Level 2, Type B PXO. Pedestrians are to ensure that lights are flashing, drivers have made eye contact with the pedestrians and vehicle has come to a complete stop prior to proceeding with crossing the roadway.

It is recommended that the Township should ensure that flower planters or objects are not placed within the curb extension so clear sightlines can be maintained to pedestrians approaching and waiting at the PXO.

Next Steps

Council to give staff direct to:

- Combine 2 existing parking stalls in the municipal parking lot located at 154 George Street and create one (1) barrier free parking stall.
- Submit Triton warrant analysis report to MTO for approval.
- Include Level 2, Type B PXO mid-block upgrade as part of future Capital Budget discussions.

CONSULTATION

Consultation with Township consulting traffic engineer (Triton), and Township staff: CAO, Manager of Transportation, Urban Supervisor, Manager of Recreation, Community and Economic Development.

A budgetary cost estimate to install a Level 2, Type B Pedestrian Cross-over is summarized in Attachment 2 and as shown below.

<u>Item</u>	<u>Cost Estimate</u>
PXO Construction	\$84,500.00
Engineering	\$15,000.00
Contingency	\$20,000.00
Total Project Cost	\$119,500.00

ATTACHMENTS

Attachment 1 – Traffic and Pedestrian Control Measures Request Letter
dated October 10, 2024

Attachment 2 – Triton Review of the George Street (Highway 6) Post Office Midblock
Crossing (150 George Street), Arthur, letter dated June 6, 2025

STRATEGIC PLAN 2024

- ☒ Shape and support sustainable growth
How: Accessible parking stalls and pedestrian movement are a vital component of inclusive urban design and play a significant role in supporting sustainable growth. Their impact extends beyond compliance with accessibility standards—they help to shape communities that are equitable, resilient, and economically vibrant. Accessible parking design can be scaled to match the Township's growth and infrastructure capacity.
- ☒ Deliver quality, efficient community services aligned with the Township's mandate and capacity
How: Accessible parking ensures that all residents, including those with mobility challenges, can safely and conveniently access municipal facilities, parks, libraries, and service centers. This inclusivity strengthens community engagement and ensures that Township services are truly available to all.
- ☐ Enhance information sharing and participation in decision-making
How:
- ☐ N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer ☒



WELLINGTON NORTH

SEMPER PORRO

RECEIVED 091

OCT 10 2024

TWP. OF WELLINGTON NORTH

REQUEST FOR TRAFFIC / PEDESTRIAN CONTROL MEASURES

DATE	OCTOBER 10, 2024
APPLICANT	H. JOY LIPPAI
ADDRESS	[REDACTED]
PHONE	[REDACTED]

LOCATION OR STREET NAME	MAIN ST, ARTHUR
ISSUE / CONCERN	HANDICAP PARKING PROPER CROSSWALK
PROPOSED SOLUTION	Designate accessible parking After "bump out" into a crosswalk
JUSTIFICATION FOR REQUEST	
DIAGRAM OF LOCATION	

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

- ☒ We have obtained a petition from local residents in support of this application - attached.
- ☐ We have considered other alternative solutions for the issue identified within this application.
- ☐ We / local residents have funding available to help finance the implementation of this control measure.
- ☐ Identified issue / concern is not a problem of enforcement.
- ☐ Identified location of issue has seen a change in traffic / pedestrian patterns during the past five years. Please explain: SEE ATTACHED MEMORANDUM
- ☐ We have traffic count, speed data or pictures / videos in support of your application (included).

SIGNATURE: H. Joy Lippai

DATED: October 10, 2024

PRINT NAME: H. Joy LIPPAI

MEMORANDUM

TO: Wellington North Municipal Council
FROM: Joy Lippai (supported by residents)
DATE: October 8, 2024
RE: LACK OF HANDICAP PARKING IN ARTHUR and DANGEROUS CROSS-OVER ("Bump out") INSTALLED IN ARTHUR

HANDICAP PARKING IN ARTHUR

As an individual with an ambulatory impairment who resides in the Town of Arthur, I am very aware of handicap parking accessibility, the locations of the handicap designated parking and the almost non-existence of handicap designated parking in the Town of Arthur. I am also aware of the lack of the ability to safely cross the Main Street of Arthur in the business core.

The Town of Arthur is lacking in the provision of accessibility parking. The main street from Eliza at the south to Frederick at the north is a length of approximately one kilometre. This stretch is the primary business corridor, yet has only one accessibility parking designation, that parking spot being the north parking space in front of the Foodland store across from the Post Office on the east side of the main corridor.

On the south side of the Post Office is a one-way lane to municipal parking at the rear of the TD Bank/Post Office. In that municipal parking is one accessibility parking designation which is at the back of the TD Bank. This parking spot is

identified as specifically designated for TD/Canada Trust customers. A user of this accessibility parking designation has to walk the length of the buildings to reach the front of the buildings in order to use the entrance doors that are facing onto the main street. This is an excessive and dangerous walk or ride, if using a wheelchair or scooter, for a disabled individual as there is no sidewalk so the individual is walking into traffic in a narrow lane and the lane itself is not maintained for the purpose of pedestrian traffic.

There is a concrete pad and barrier on the north side of the lane that abuts the Post Office. This lane has, on this north side, three parking spots accommodating motor vehicles end to end for the purpose of individuals stopping to get their mail. None of these parking spots is designated as a handicap accessible parking spot. To the right side (north side) of these parking spots is a raised concrete barrier with railing on the top and then at approximately midpoint along the concrete barrier, at the east end of the three parking spots, is a flower bed. To access the concrete pad to get into the Post Office or to retrieve one's mail, an individual must either enter or exit through the open ends of the concrete pad. The west end of the pad has both steps and a wheelchair ramp.

The only parking spot in these three laneway parking spots that minimizes difficulty for the disabled individual is the parking spot closest to the entrances to the TD Bank and to the Post Office, being the most easterly parking spot. However, to go to the TD Bank, the individual must cross over the laneway to get to the entrance to the TD Bank. This is a "blind" laneway and the height of the surrounding buildings prevents a clear view of and from the main street and of

any vehicles that may be making a left hand turn from Smith Street northbound into that laneway. Thus, you have pedestrian traffic attempting to navigate across and down the laneway whilst vehicular traffic is attempting ingress of the same area.

The three parking spots at the south side of the Post Office could be revised to be handicap accessible parking spots although there are still challenges for an impaired individual in navigating the area to get into the Post Office, to the TD Bank or to other downtown businesses. These three parking spots are mandated with a time limit for stay. If these were handicap accessible parking spots, then there would be no need for the time limit to be placed on the parking in any of these spots. This would serve to broaden the availability of handicap accessibility parking in the downtown core without imposing an overt burden on those who do not use handicap accessibility parking as there is adequate regular parking in the Municipal parking lot at the west side (back) of the downtown business buildings. In front of the Post Office is currently one parking space not designated as a handicapped parking spot. Formerly this was two parking spaces, neither of which was a handicap parking space. It would be logical that this space be a designated handicap accessible parking space.

However, merely designating these identified spots as handicap accessible parking does not mitigate the danger for ANY pedestrian attempting to navigate the laneway to access the business core.

CROSSING SMITH STREET

The dearth of handicap accessibility parking in the downtown area of Arthur forces a disabled individual to either traverse unnecessary distances and/or to place him or herself in a position that is not safe by jaywalking across Smith Street.

Also, crossing the main street in the core area can only be done properly from two stop lights: one at Frederick Street and one at Charles Street. These crossings are a long way from any of the Post Office, the grocery store, the TD Bank, or many other of the professional business services that are offered on the main street. The lack of crossing from east to west or west to east forces a crossing from between parked cars and is extremely hazardous. Thus, not only does the Municipality need to consider the addition of handicap accessibility parking spots in the downtown core particularly on the main street, it should also consider placing a crosswalk half-way between the traffic lights at Frederick Street and Charles Street where the ill-conceived "bump out" is currently located, so that pedestrians have access to a safe street crossing without having to walk extended distances.

You advised me that the Municipality engaged consultants in an effort to determine a solution to mainstreet crossing by pedestrians. You advised that the solution that was implemented was the creation of a lip of the sidewalks extending approximately eight feet outwardly from the east and west sidewalks proper on either side of the street which lip is intended for pedestrians to use to

cross the street in moving traffic. There is a sign on the lips that states "Pedestrians Yield to Traffic". This system that has been installed at taxpayers' expense (either through property taxes or through support of downtown business) does not provide any safety for the pedestrian. The pedestrian is still doing a dangerous activity: entering into moving traffic (jaywalking). It appears that the thinking of the consultant/Council in the construction of these "lips" was: "We will give the jaywalking pedestrian a clearer view of the traffic" rather than: "Let's make this as safe as possible for all people crossing the street." This is completely illogical thinking when one considers that Council determined it imperative that a full crosswalk be added to the crossing guard at the Conestoga and Smith Street intersection to accommodate school children in limited hours.

The extended lips create additional danger for an individual using a wheelchair because a wheelchair is no higher than the tops of the parked cars and thus virtually invisible to the north/south moving traffic, regardless of the extended lip. In addition, the configuration chosen by the Municipality robs the driver of a vehicle of providing a full duty of care in his or her driving. The driver does not expect an individual to enter the flow of traffic as there is no notification at the crossing point to indicate to drivers that this is a point where people could cross. The Municipality therefore, by failing to provide a proper crossing area and with relying on the facilities it chose to install - encouraging street crossing without a proper crosswalk signal - raises the issues of its own negligence and thus liability in the instance of an accident. What the Municipality has done is to actively encourage unsafe practices, by giving the crossing individual a false sense of safety, (signs that say "Pedestrians Yield to Traffic" are redundant and

inadequate) while neglecting to warn drivers that they may encounter an individual attempting to cross the roadway. It is a dangerous mix of failures.

Fundamentally, the Municipality has done nothing to increase safety in terms of pedestrians furthering their business needs by crossing the main street of Arthur away from the traffic light intersections. In the configuration of traffic versus pedestrians that now exists, the only way to ensure a safe traverse from east to west at the midpoint between the lights at the Charles Street intersection and the lights at the Frederick Street intersection, which intersections are approximately 1,000 feet apart, is by bringing both the north bound and the south bound traffic to a complete stop utilizing a "Crosswalk" traffic stop such as now has been installed at Conestoga and Smith Streets in the north end of Arthur. Any other solution does not mitigate the danger to the pedestrian of the traffic flow.

The lack of such a crosswalk is particularly onerous for those who are disabled as walking from the Post Office or from Foodland to either traffic light intersection is a walk that for many is impossible and thus the only choice to get from one side of the street to the other is by jaywalking through the moving traffic.

To force a disabled individual to either walk to one of the traffic light intersections or to cross the busy main street by jaywalking, thus putting the disabled individual in a heightened position of danger, is contrary to both the *Human Rights Code of Ontario* and the *Accessibility for Ontarians with a Disability Act*. The configuration as it now exists is dangerous not only to able-bodied individuals, but even moreso

to a disabled individual as it encourages the use of a known to be dangerous action.

Albeit the Municipality has attempted to implement a resolution to the "jaywalking"/crossing over of the main street at the mid-point between the lights, the solution implemented is a failure inviting disaster. The crossover point does not protect the pedestrian, regardless of whether or not he/she is fully able bodied or is disabled, when he/she enters into moving traffic northbound and southbound. There has been no consideration of accommodation for the disabled and the crossover point currently is seldom used as, without bringing moving traffic to a stop, it is merely just another point of embarkation for those wishing to cross the street.

It is to be noted that there has been no provision to alert motorists that the point of the "lips" extension from the sidewalk is meant to be a pedestrian crossover point. The roadway does not contain any painted markings that would identify that that point of the road is where a cross over is intended nor are there any warning signs posted on the road to advise motorists that they are approaching or at a designated area of cross over.

The argument may arise that by stopping the traffic at the mid-point between Charles Street and Frederick Street creates a negative impact on the movement of the north/south bound traffic by creating an inconvenient stop affecting the truck traffic that travels through the Arthur core. That argument is irrelevant. Cities have many crosswalks that are located in high traffic areas and in areas where

there is significant logistical traffic. The main focus of the Municipality should be keeping the residents of the Municipality safe. As is now constructed, the Municipality is not doing so by its actively encouraging foot traffic to cross the main street by jaywalking. There is no demonstration that the Municipality has provided any accommodation for those who are disabled in order for disabled individuals to make a transition from the west/east side of the street to the opposite side of the street. The failure of the Council to recognize that the only safe way to cross the main street at the congested core of the Town is by a crosswalk light that brings all traffic to a stop has caused reckless spending in constructing the sidewalk "lips", which serve no purpose or provide no safety for pedestrians crossing the main street. In light of the installation of a proper crosswalk at Conestoga and Smith Streets in the north of Arthur, there is no ability to rationalize the substandard solution the Municipal Council chose in the downtown core.

ACCOMMODATION RIGHTS

Ontario Human Rights Code ("OHRC") and the Accessibility for Ontarians with a Disability Act

From the legal perspective, the Municipality has failed in meeting the requirements of the OHRC and the AODA.

The OHRC states at S.1 as follows:

1. **"Services** - Every person has a right to equal treatment with respect to services, goods and facilities, without discrimination because of race, ancestry, place of origin, colour, ethnic origin,

citizenship, creed, sex, sexual orientation, age, marital status, family status or disability.”

At S.17(2) the OHRC states:

“17(2) Accommodation” – No tribunal or court shall find a person incapable unless it is satisfied that the needs of the person cannot be accommodated without undue hardship on the person responsible for accommodation those needs, considering the cost, outside sources of funding, if any, and health and safety requirements, if any.”

The AODA states at S.1(a) as follows:

“1. Purpose. Recognizing the history of discrimination against persons with disabilities in Ontario, the purpose of this Act is to benefit all Ontarians by,

(a) developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises **on or before January 1, 2025** (emphasis added)”;

SUMMARY

The lack of handicap designated parking spaces on main street forces disabled individuals to either jaywalk in crossing Smith Street in the downtown core or to have to walk to either the traffic lights at Charles Street or at Frederick Street in order to cross the street with the traffic lights. This is a lengthy walk and I, as an individual with mobility impairment cannot walk either of those distances and then the distance back to the location of the Post Office or Foodland. Thus, I am forced to jaywalk into moving traffic on Smith Street. This is extremely dangerous

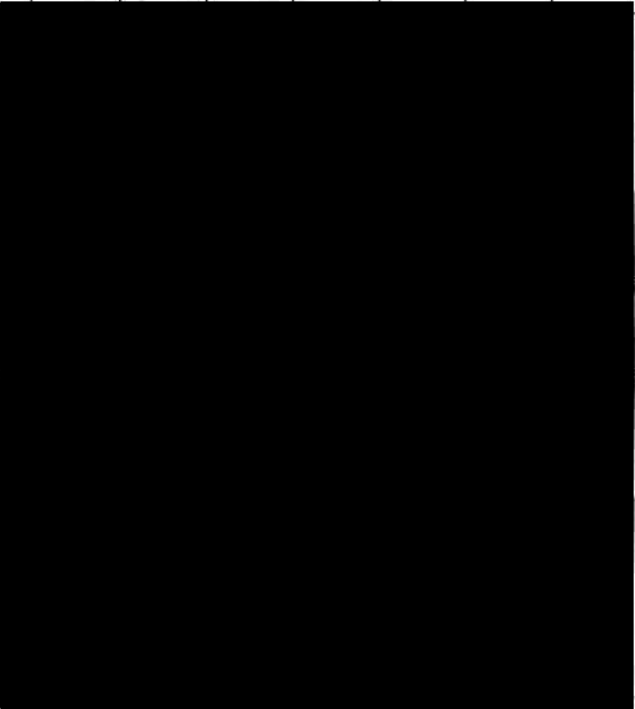
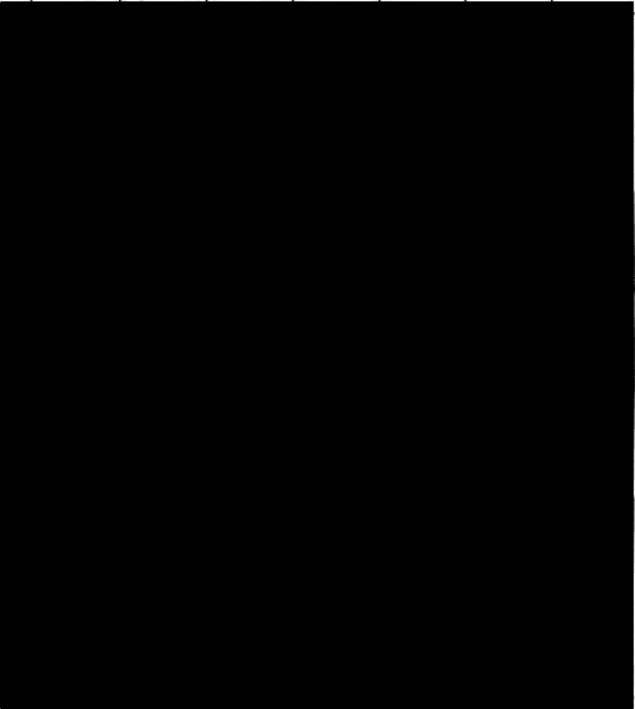
for not only myself who is disabled, but for any individual as there is no warning to drivers of individuals crossing, there is low visibility due to cars parked on either side of the street and the speed limit has not been reduced (as has been done on Eliza at the assisted living centre across from the Mennonite school).

There needs to be many more accessible handicap parking spots designated all up and down the main street of Arthur and there needs to be a proper crosswalk light with road markings at the point of the Post Office and Foodland (where now exists the "bump out"). Ultimately, were there to be an accident with a pedestrian at the "bump out" point, liability would not only fall on the vehicle driver but most certainly damages would be sought from the Municipality as it was the Municipality's decision to install the unsafe crossing point. In addition, if these facilities and services are not provided or in the planning to be provided by January 1, 2025, an avenue is opened to the residents of Wellington North to commence an Application with the Human Rights Tribunal for discrimination in a service based on disability.

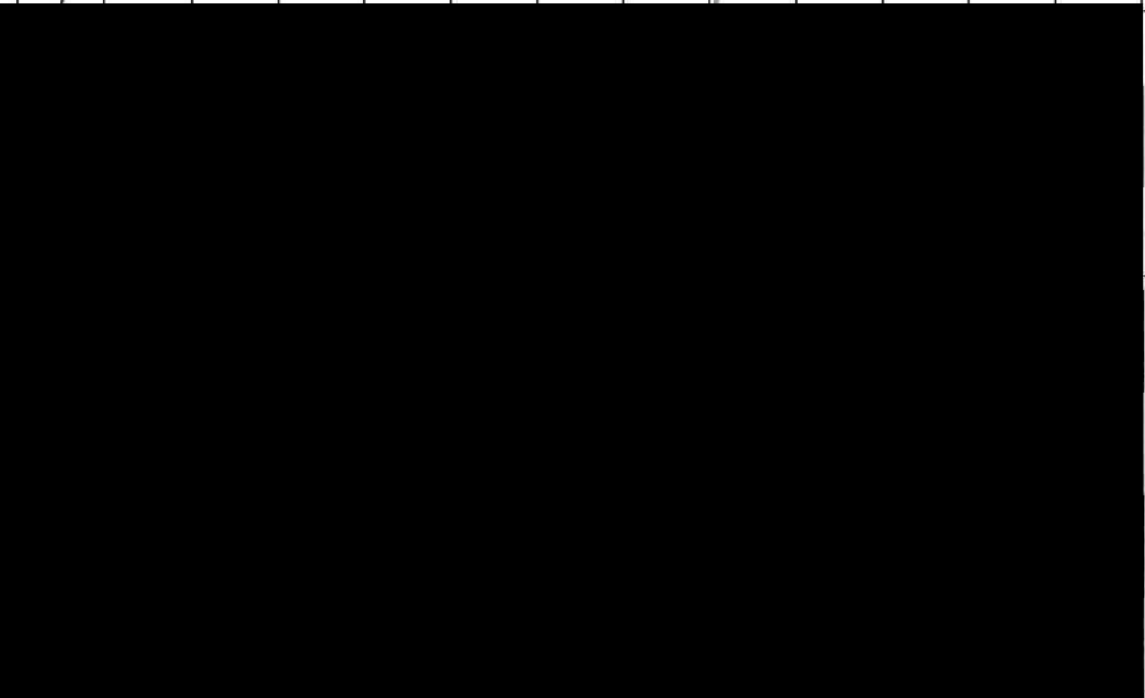

I ask that both the matter of handicap parking and the installation of a proper crosswalk be reviewed by the Municipality.

We, the undersigned, have considered the matters herein disclosed, being:

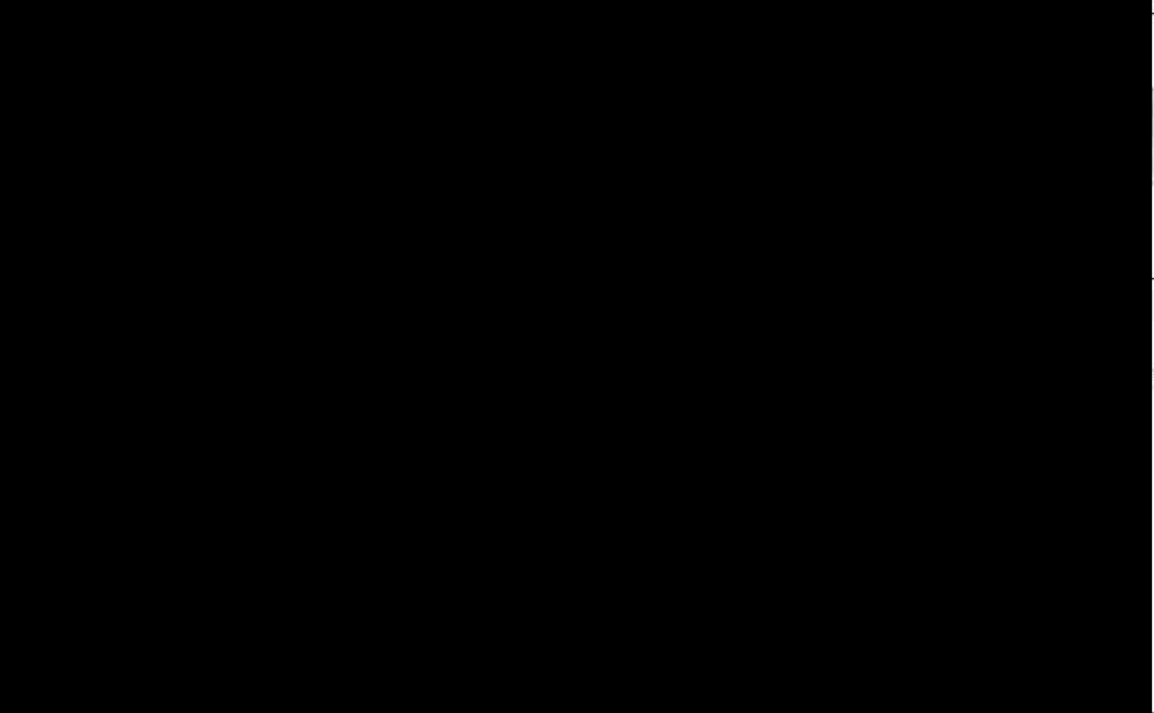

1. the addition of handicap accessible parking spaces in the Town of Arthur on the main street from the southerly point at Eliza St. to the northerly point at Frederick Street, in order for those with mobility impairment to be provided equal opportunity to businesses and facilities along the main street as is required by the Ontario Human Rights Code and the Accessibility for Ontarians with a Disabilities Act; and
2. the alteration of the extended sidewalk lips on the east and west side of Smith Street at the Post Office on the west and Foodland on the right to that of a proper crosswalk thus providing all individuals with a point of safe crossing through the north/south street traffic.

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Alan Dietrich <i>ALAN</i>			Sep. 12/24
Samantha G. Stoldt			Sep. 12/24
DAGAR 'NOVIC			SEP. 12/24
Bruce <i>B</i>			SEP. 12/24
VIC NOBEL - 30910ET 2 NOT			SEP 12/24
Mary Jones - Support #2.			Sep 12/24
Cody Endelman			SEP 12/24

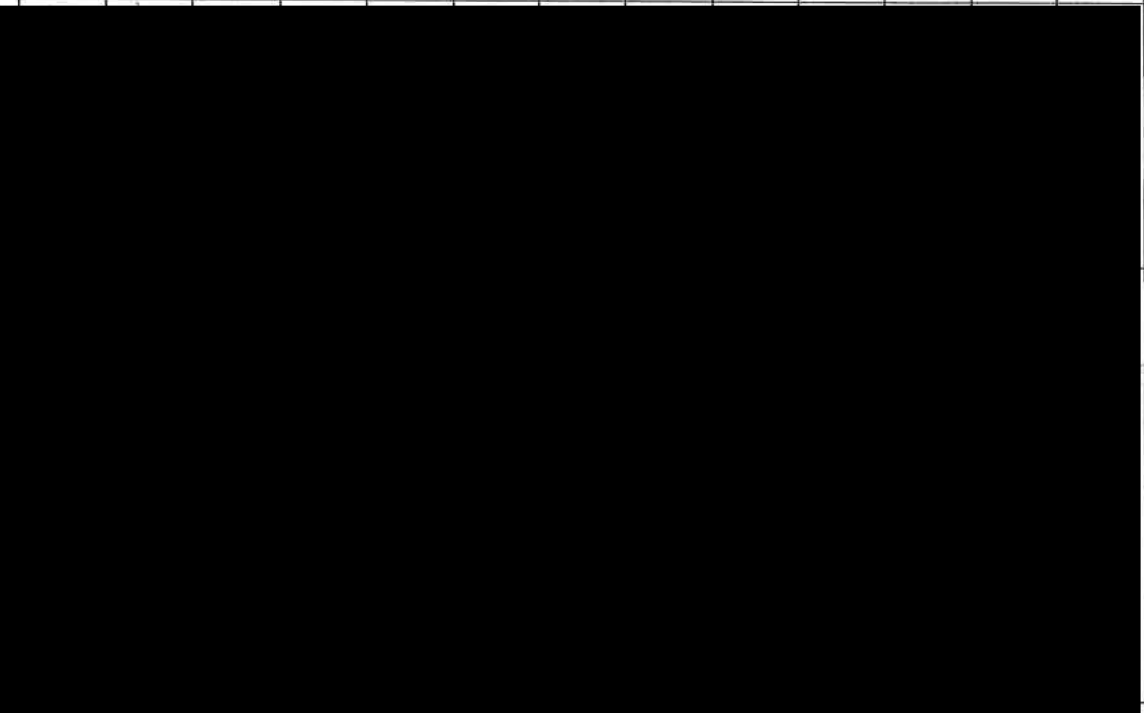

Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Stania Erdeman			Sep 12/24
MAKOD N ^o 525			Sep 12/24
Joyce McKee			Sep 12/24
James D'Ornell			Sep 12/24
Stephen D'Ornell			Sep 12/24
Joyce D'Ornell			Sep 12/24
Colby 7711			Sep 12/24
Christa D'Ornell			Sep 12/24
OWN CIVIC			Sep 12/24
Kaia D'Ornell			Sep 12/24
Bruce Cowan			Sep 12/24
Louise Burnett			Sep 12/24
Rogers D'Ornell			Sep 12/24


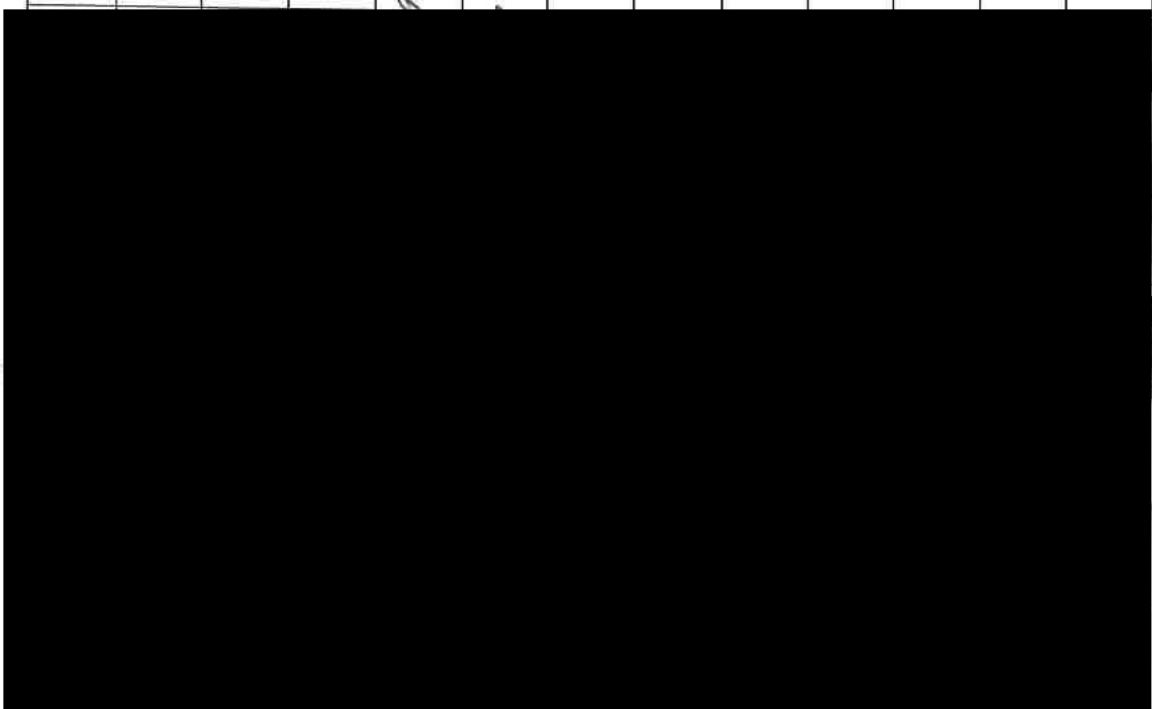
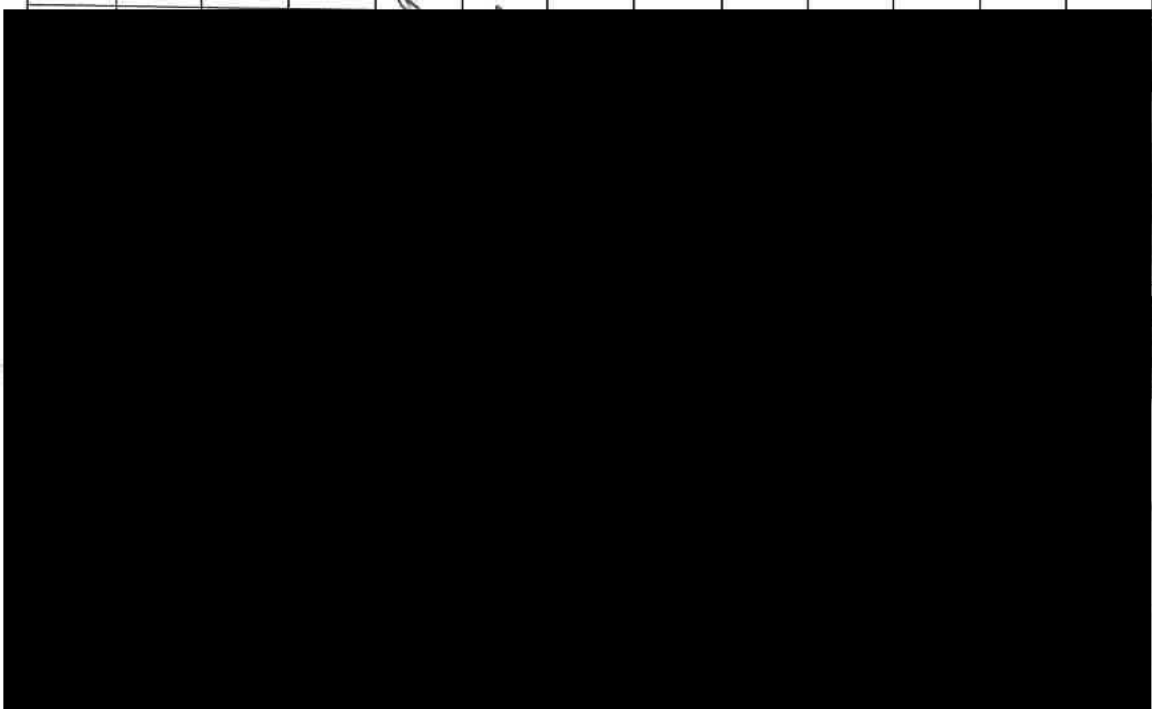


Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Bryan Edwards			Sept 12/24
Ted Edwards			Sept 12/24
Austin Costakes			Sept 12/24
Edward LeBlanc			Sept 12/24
Katelyn Sturme			09/10/24
Marlene Naulet			09/12/24
			05/12/24
William Demers			Sept 12
Bey Woods Young			Sept 12
Wheeler			Sept 12
Renee McPherson			Sept. 12
Gary McCulloch			Sept. 13
Kim Davidson			"

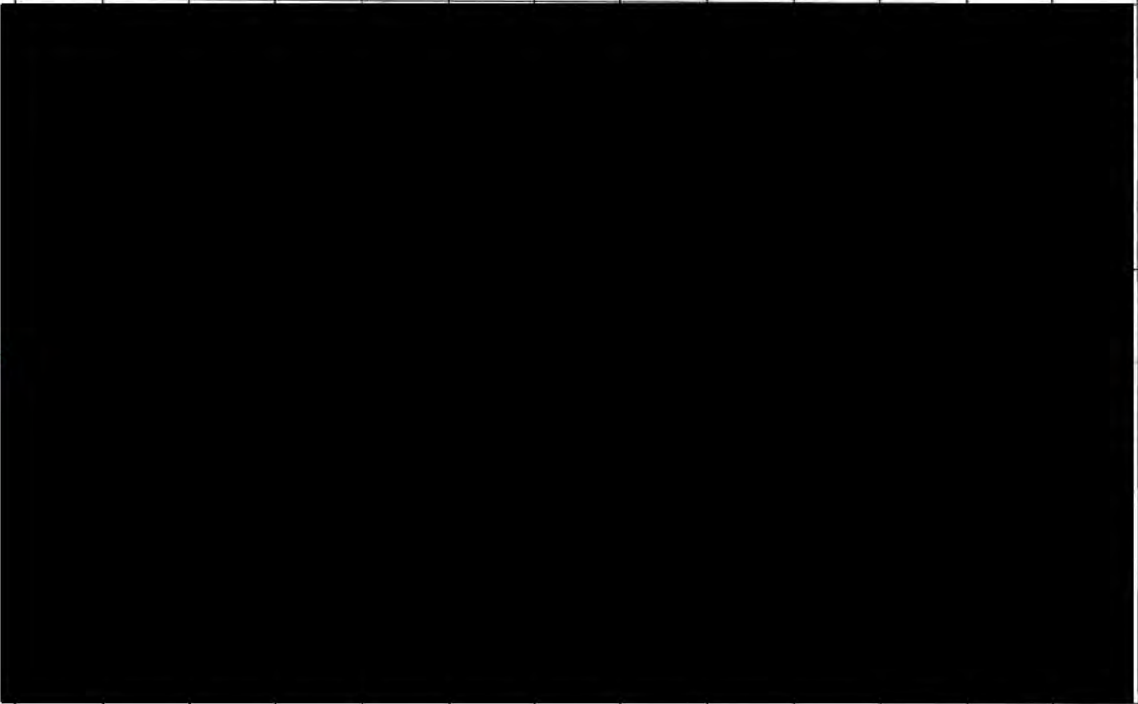


Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Ken Longman			Sept 13
Arthur Muellet			Sept 13.
Pete Mott			Sept 13
Mike Palmer			Sept. 11
Jack Reid			Sept. 13
			Sept 13/24
Stephen Alexander			13 Sept 24
Mark Long			Sept 13/24
8 Reid			Sept 13/24
Pauli Hunt			" "
Mal R			" "
Gregory Singh			"
A. Allen			"

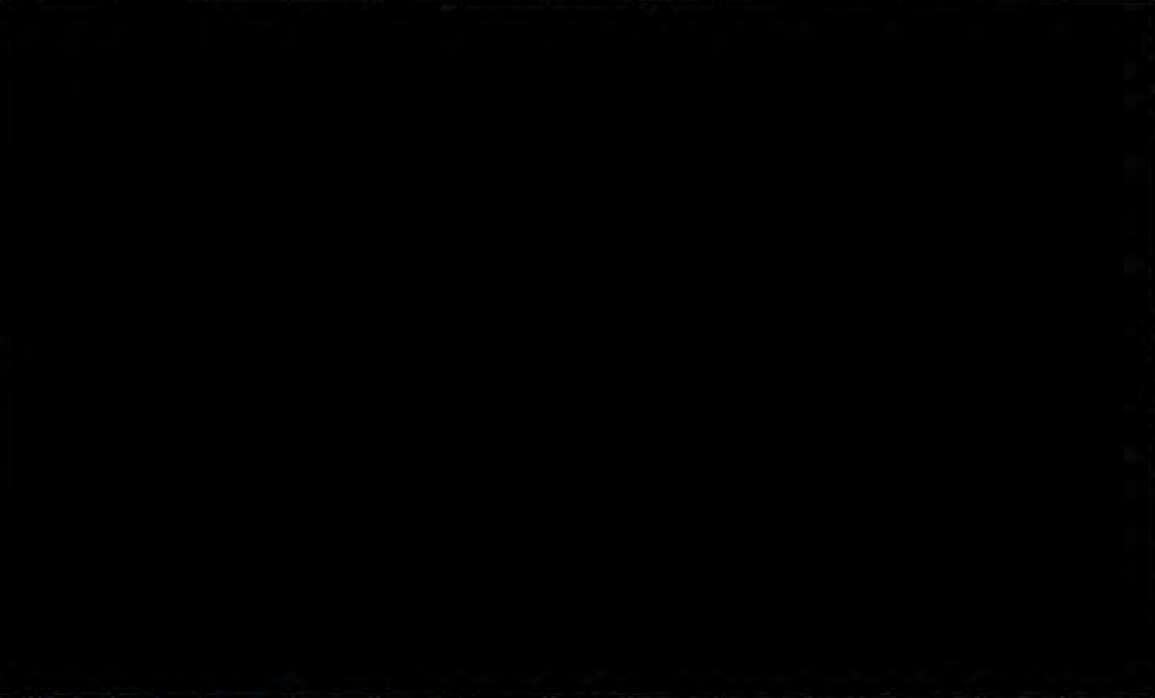
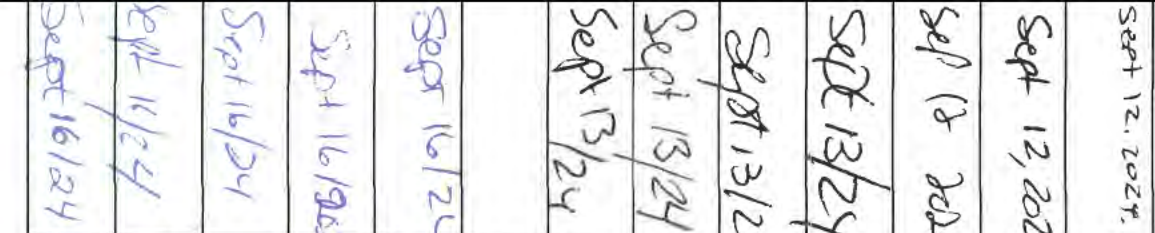
Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
			13/Sept/24
JS			same
Al Shmeel			13/Sept. 24
Maisha			13/Sept 24
David McMill			13/Sept 24
			13/Sept 24
David Vahana			15 Sept 24
Nancy Craft			13/11/24
			13/11/24
Debbie Woodhouse			13/11/24
Debbie Woodhouse			13/09/24
Debbie Woodhouse			13/09/24



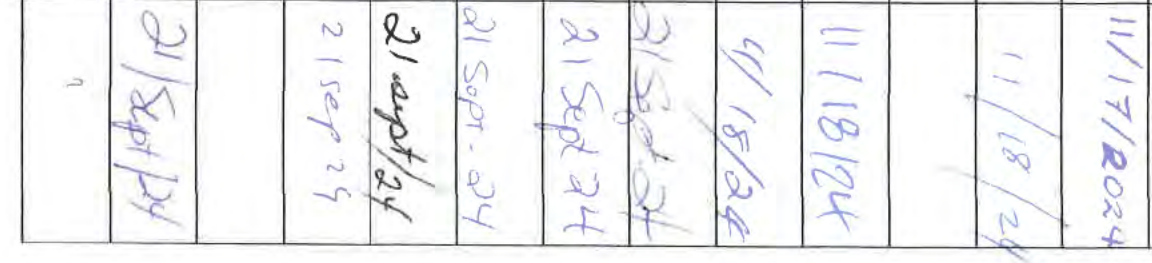
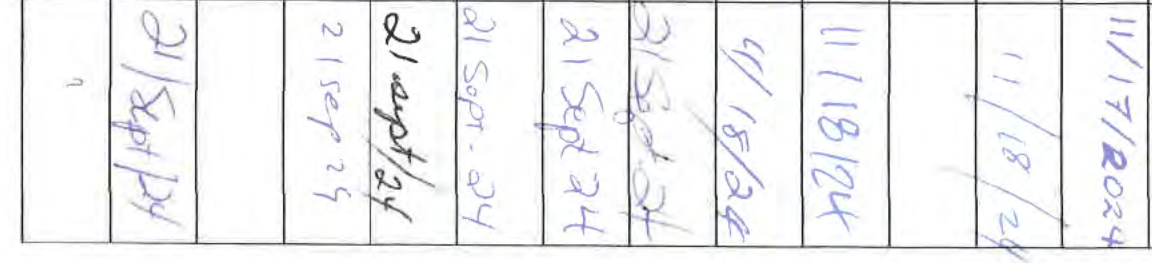
Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Blaine Langevin			
Curtis Alvar			
Mark Pugsley			
Melanie Pugsley			
Anselm Schneider			
			
			
Mario Grebler			
Willie Grebler			
Mario Russo			
Ann Herbitvik			
MAST			



Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Haley Price			Sept 12, 2024
Sean Culp			Sept 12, 2024
Ryan Holsinger			Sept 15, 2024
Peg Kolinsweert			Sept 13/24
Donna Holmbeck			Sept 13/24
Tom Van Dyke			Sept 13/24
Queen Funnell			Sept 13/24
Rhys W. Jones			Sept 16/24
Michael W. Beck			Sept 16/2024
Isaac			Sept 16/24
Andrew K.			Sept 16/24
Mahar Pazarevic			Sept 16/24
Taarna Dyke			Sept 16/24



Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Robert D. Zuppa			11/17/2024
BRADY HANLEY			11/18/24
Walter Oulis			
Chy Townsend			11/18/24
Mark Townsend			11/18/24
Amberland			21 Sept 24
Glen McKee Jr			21 Sept 24
MARY GARDINER			21 Sept - 24
Jim Hallcraft			21 Sept/24
Vivid Patel			21 Sept 24
Sheren Khan Sult			
Emily Stevens Lindy Stevens			21/Sept/24
Allen Williams			

Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
Charlene Mace <i>Charlene Mace</i>			Sept 21/24
<i>Robert Lee</i>			Sept 21/24
<i>Bill</i>			Sept 21/24
<i>Chen Huetenue</i>			Sept 21/24
<i>Christi Eadden</i>			Sept 21/24
<i>John M. Rayman</i>			Sept 21/24
<i>Mike Lehmoller</i>			Sept 21/24
<i>Mark Townsend</i>			Sept 21/24
<i>David Fisher</i>			Sept. 21/24
<i>Billie Pickles</i>			Sept 21/24
<i>Johny Heckard</i>			Sept 21/24
<i>Arthur Heckard</i>			Sept 21/24
<i>Lisa Thomas-Gerber</i>			Sept 21/24

Petition to Wellington North Municipal Council re: Handicap Accessible Parking and Crosswalk in
Downtown Arthur

NAME/SIGNATURE	PHONE	ADDRESS	DATE
<i>Marcel Jett Mundy</i>			09/21/24
<i>Alex Cuth</i>			09/21/24
<i>Sandra Hennessy</i>			09/21/24
<i>Julia Porter</i>			09/21/24
<i>Bob DeBeer</i>			09/21/24
<i>Helene Maurice</i>			09/21/24
<i>Sabrina Cashner</i>			09/21/24
<i>Nancy Hosmer</i>			09/21/24
<i>Steve Hoffman</i>			9/21/24
<i>Maria Medeiros</i>			9/21/24
<i>SRI SAUNDARAN</i>			09/21/24
<i>Donovan Hyde</i>			✓
<i>Jay Deppa</i>			Sept 21/24



There is 71 Broadway, Unit 4
Orangeville, Ontario, L9W 1K1
Tel: (519) 941-0330
Fax: (519) 941-1830
Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • HARRISTON

June 6, 2025

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

ATTENTION: Tammy Stevenson, C.E.T.
Manager of Infrastructure and Engineering

RE: TOWNSHIP OF WELLINGTON NORTH
REVIEW OF THE GEORGE STREET (HIGHWAY 6)
POST OFFICE MIDBLOCK CROSSING (150
GEORGE STREET), ARTHUR
OUR FILE: A5528-R40

Dear Tammy Stevenson:

INTRODUCTION

On behalf of the Township of Wellington North (Township), Triton Engineering Services Limited (Triton) has undertaken a review of the existing uncontrolled midblock crossing location in front of 150 George Street, in the former Town of Arthur, to determine whether additional traffic and pedestrian control would be warranted. It is our understanding that the concerns at this crossing relate to pedestrians crossing George Street. We are not aware of any traffic operation concerns at the crossing.

This report presents the results of our analysis, consistent with Ontario Traffic Manual (OTM) Book 12 – *Traffic Signals* and Book 15 – *Pedestrian Crossing Treatments*. The analysis takes into consideration observed traffic volumes, physical site conditions, sight lines, proximity to other traffic control devices, and system connectivity and pedestrian desire lines. Further to providing a summary of the analysis, this report also presents design considerations and site modifications with respect to the Highway Traffic Act (HTA) and provides recommendations.

The OTM Book 15 - *Pedestrian Crossing Treatments* was published in June 2016 and provides warrant analysis and design criteria for the installation of Pedestrian Crossovers (PXOs). It provides a Decision Support Tool (DST) describing threshold conditions for assessing pedestrian crossing needs and the selection of a Treatment System.

LOCATION DESCRIPTION

The existing uncontrolled midblock crossing currently has curb extensions that were constructed as part of the Smith Street Resurfacing project in 2021 to reduce pedestrian crossing distance and provide improved sight lines to waiting pedestrians in accordance with OTM Book 15. Signs were installed alerting pedestrians to “Yield to Traffic” as vehicles currently maintain the right of way. The location is approximately 100 metres (m) south of the traffic signals at the intersection of George Street and Frederick Street and approximately 150 m north of the traffic signals at the intersection of George Street and Charles Street.

A commercial parking lot (Foodland) is located on the east side of George Street, approximately 40 m south of the crossing and a municipal parking lot is located on the west side of George Street approximately 25 m south of the crossing.

George Street (Ontario Provincial Highway 6) is a north-south Connecting Link arterial road with a posted speed limit of 50 km/hr. On-street parallel parking is provided on both sides of George Street. The road authority for the Connecting Link is the Township; however, the Ontario Ministry of Transportation (MTO) must review and approve all traffic control devices on the roadway prior to installation.

Sidewalks are located on both sides of George Street. Curb extensions are provided on both sides of George Street at the existing uncontrolled crossing location. The crosswalk across George Street is uncontrolled, where pedestrians must yield to traffic before crossing. Both sides of the crossing have sidewalk ramps with tactile walking surface indicator plates for pedestrians.

The approaches to the crossing are straight, with a slight incline to the south along George Street. The on-street parallel parking along George Street has the potential to obstruct sightlines between approaching vehicles and pedestrians attempting to cross George Street.

The width of George Street between the curb extensions, representing the pedestrian crossing distance, measured from the edge of pavement on either side of the roadway, is approximately 7.5 m.

TRAFFIC COUNTS

A traffic count (vehicle and pedestrian) was conducted by Triton on May 14, 2025, for a total observation period of 8 hours that are representative of the highest hours of traffic volumes experienced on an average day. The pedestrian count includes those crossing at and in the immediate vicinity of the existing uncontrolled crossing and was split into those that crossed the road within 10 seconds of reaching the curb, and those that had to wait more than 10 seconds before crossing. This measure of pedestrian delay is used in the traffic signal warrant analysis. The pedestrian count was further split into assisted pedestrians and unassisted pedestrians. Assisted pedestrians include senior citizens, children under the age of 12, disabled pedestrians and other pedestrians requiring special consideration or assistance. Assisted pedestrians are accounted for by doubling their total.

The pedestrian movement counts (in terms of net equivalent adults) and vehicle traffic volumes for the crossing studied are summarized below in Tables 1 and 2, respectively.

Table 1: Summary of Observed Pedestrian Volume

Time Period	Pedestrians (Net Adjusted) Crossing George Street (Highway 6)	
	<10 s	>10 s
7:30 a.m. to 8:30 a.m.	5	1
8:30 a.m. to 9:30 a.m.	13	2
11:00 a.m. to 12:00 p.m.	34	18
12:00 p.m. to 1:00 p.m.	50	18
1:00 p.m. to 2:00 p.m.	40	14
3:00 p.m. to 4:00 p.m.	32	47
4:00 p.m. to 5:00 p.m.	44	47
5:00 p.m. to 6:00 p.m.	26	35
Totals	244	182
Total Crossing	426	

Table 2: Summary of Observed Traffic Volume

Time Period	George Street (Highway 6)	
	Southbound	Northbound
7:30 a.m. to 8:30 a.m.	399	291
8:30 a.m. to 9:30 a.m.	381	302
11:00 a.m. to 12:00 p.m.	331	289
12:00 p.m. to 1:00 p.m.	331	316
1:00 p.m. to 2:00 p.m.	329	310
3:00 p.m. to 4:00 p.m.	441	392
4:00 p.m. to 5:00 p.m.	403	424
5:00 p.m. to 6:00 p.m.	343	528
Totals	2958	2852
Total	5810	

ANALYSIS OF PEDESTRIAN CROSSING TREATMENT OPTIONS

The OTM Book 15 – *Pedestrian Crossing Treatments* provides a Decision Support Tool (DST) that describes threshold conditions for assessing pedestrian crossing needs and the selection of a Treatment System. A complete analysis includes consultation of the DST, along with a study of traffic conditions and physical characteristics of the location being studied.

Traffic Signals

Consistent with the DST, the first step in the analysis is to determine whether traffic signals are warranted for pedestrians, using the Justification 6 of the OTM Book 12 – *Traffic Signals*.

Justification 6 – Pedestrian Volume and Delay

This calculation examines both pedestrian and traffic volumes for the highest eight hours of factored pedestrian movement. Justification 6 consists of Part A, which is based on volume (pedestrian and traffic) alone, and Part B, which examines pedestrian delays. The latter analysis considers the volume of factored pedestrians that are delayed 10 seconds or more before crossing. In order for pedestrian signals to be warranted, both parts of the justification must be satisfied.

Based on the traffic count conducted on May 14, 2025, both parts of Justification 6 were met for this location as shown in Attachment C. However, due to the close proximity of traffic signals at the intersections of Charles Street and Frederick Street, it is not recommended to install traffic signals at this midblock crossing. In accordance with the Ontario Traffic Manual (OTM) Book 12 – Traffic Signals, signalized installations should generally maintain a minimum spacing of 215 metres as this distance is usually sufficient to avoid motorists focusing on the signal displays for a downstream intersection rather than the signals they are approaching, which could create conflicts with crossing pedestrians. Even though signals are warranted, OTM Book 12 allows for the consideration of alternative pedestrian crossing devices, such as a pedestrian crossover, based on engineering judgment.

Pedestrian Crossover

The next step using the DST is to evaluate whether a PXO is warranted. Regulations under the Highway Traffic Act (HTA) permit the use of three types of Level 2 PXOs, which include black on white pedestrian crossing signs, “ladder-type” pavement markings, and the use of a yield line known as “shark’s teeth markings”. Details on the warrants for, and installation of these crossings, are contained in the Ontario Traffic Manual Book 15 – *Pedestrian Crossing Treatments*. The minimum 8-hour volume requirements for a PXO are at least 100 equivalent adult pedestrians crossing during a corresponding vehicle volume of at least 750 vehicles. Both of these requirements are satisfied based on the traffic count conducted on May 14, 2025, which observed 426 pedestrians crossing George Street and a total vehicle volume of 5,810 for a period of 8 hours.

The next step of the DST evaluates whether there is a requirement for system connectivity or if the location is on a pedestrian desire line. As per the DST, it is noted that a PXO should not be constructed within 200 m of another traffic control device, unless there is a requirement for system connectivity or to continue pedestrian desire lines. Given that the crossing is within the downtown core of Arthur and its location facilitates connectivity for pedestrians in terms of access to parking, a grocery store, and post office, this location can be considered as being on a pedestrian desire line.

It is expected that disruption to traffic flow caused by the operation of a PXO would be minimal at this location due to the short crossing distance and relatively low vehicle delay associated with pedestrian-actuated crossings, which only require vehicles to stop when pedestrians are within the crosswalk, compared to traffic signals which would require vehicles to stop for a full yellow and red cycle. It should also be noted that it is likely that pedestrians will continue to use this uncontrolled location to cross George Street; therefore, a PXO at this location is expected to improve driver awareness of pedestrians crossing and improve pedestrian safety. For these reasons, this location is a candidate site for a PXO.

Table 7: Pedestrian Crossover Selection Matrix in OTM Book 15 is used to determine which type of PXO should be selected. The matrix has been included in Attachment B. At the location of the pedestrian crossing the crossing distance is 7.5 m. This crossing distance is representative of a two-lane roadway (based on an assumed lane width of between 3.0 m and 3.75 m [as per MTO Geometric Design Standards for Ontario Highways]). Consistent with Table 7 in OTM Book 15, the appropriate PXO treatment based on this pedestrian crossing distance, for a roadway having a posted speed limit of 50 km/hr with an observed 8-hour traffic volume of 5,810, is a Level 2, Type C.

While Table 7 of the *Ontario Traffic Manual (OTM) Book 15: Pedestrian Crossover Selection Matrix* identifies a Level 2, Type C pedestrian crossover (PXO) as appropriate for this location, the implementation of a Level 2, Type B PXO is recommended to ensure long-term compliance with OTM guidance. The existing traffic volume is nearing the upper threshold of 6,000 vehicles for a Level 2, Type C PXO, and with the anticipated growth of Arthur, it is likely that this threshold will be exceeded in the near future. A Level 2, Type B PXO would provide enhanced visibility to the crossing with the addition of overhead signage.

Furthermore, traffic counts conducted by the Township indicate a trend of increasing vehicle volumes. A previous count conducted in 2023 recorded an 8-hour volume of 5,677 vehicles, while the most recent count completed on April 29, 2025, recorded a volume of 6,058 which exceeds the maximum threshold for a Type C treatment. Since this recent count surpasses the upper threshold of 6,000 vehicles the use of a Type B PXO is justified. Coupled with anticipated development in Arthur, it is likely that traffic volumes will continue to follow the trend of rising volumes as seen in the traffic counts, further supporting the implementation of a Level 2, Type B PXO.

A count completed in 2024 exhibited an 8-hour volume of 13,602 vehicles; however, this volume is considered to be inaccurate due to the significant deviation from other counts. The unusually high traffic volume may have resulted from equipment malfunction, as the value remains elevated even when considering temporary increases in volume due to events such as nearby road closures or special events. Due to the suspected erroneous values this count provided, this count was excluded from the traffic control warrant analysis.

Approval from MTO for the installation of a PXO on a Connecting Link is required. As part of the application for approval, MTO will review this warrant analysis report and provide approval of a Township Traffic By-Law regarding this location on a Connecting Link.

DISCUSSION

The OTM Book 15 provides the following guidance with respect to Pedestrian System Connectivity: *The provision of pedestrian system connectivity is important for proper pedestrian accommodation...Facilitating connectivity between crosswalks and sidewalks, and/or trail networks involves understanding and monitoring pedestrian desire lines, which evolve as a function of land use, the location of pedestrian generators and attractors, and proximity to existing crossing facilities. Providing proper connectivity between origins and destinations allow pedestrians for simple and convenient access to facilities with the shortest possible deviation.*

The midblock crossing of George Street is in the downtown core of Arthur, with nearby pedestrian generators including banks, grocery stores, Canada Post, and other businesses, and access to parking facilities. Sidewalks are present on both sides of the crossing. Although the crossing is located within 200 metres of existing signalized intersections at Frederick Street (approximately 100 m) and

Charles Street (approximately 150 m), the location is supported by a strong pedestrian desire line, as evidenced by high observed pedestrian volumes meaning a PXO can be considered.

Based on the observed 8-hour pedestrian and vehicular volume, the minimum volume thresholds for a PXO are satisfied. In conjunction with the roadway geometry, posted speed limit, and the functional context of the crossing, this location is considered a suitable candidate for the installation of a Level 2, Type B PXO. While Table 7 of OTM Book 15 suggests that a Level 2, Type C PXO is appropriate based on current volumes, the existing traffic count is approaching the upper threshold for that treatment. Given the anticipated growth in the Arthur area, a Level 2, Type B PXO is recommended to ensure long-term compliance and operational effectiveness. The Township traffic count data also confirmed that vehicle volumes exceed the threshold currently.

In order to implement a Level 2, Type B PXO at this location signage must be installed in accordance with the guidelines provided in the OTM Book 15. Ladder pavement markings and 'Yield to Pedestrians' markings will also be required. Mast arms for overhead signs and Rapid Rectangular Flashing Beacons (RRFBs) must be mounted on poles to meet the requirements of a Level 2, Type B PXO. The existing curb extensions will not require improvements, but the existing poles will need replaced to accommodate the mast arms and overhead signs. A budgetary cost estimate to complete this work is summarized below with a breakdown attached.

Table 3: Budgetary Cost Estimate

Item	Cost Estimate
PXO Construction	\$ 84,500.00
Engineering	\$ 15,000.00
Contingency	\$ 20,000.00
Total	\$ 119,500.00

RECOMMENDATIONS

The installation of traffic or pedestrian signals at this crossing are warranted, but not recommended due to the proximity to adjacent signalized intersections in both directions. PXO treatment (Level 2, Type B PXO) is warranted and recommended, given that this location is on a pedestrian desire line and provides system connectivity. A Level 2, Type B PXO is appropriate based on the road width and traffic volumes provided in the Township count data. A PXO will minimize pedestrian delay in crossing as they will have the right of way and disruption to traffic will be limited to waiting for pedestrians to move through the crossing.

An example of a Level 2 Type B PXO is attached in Attachment B. A copy of Table 11 from OTM Book 15, which presents the required, desirable, and optional components of Level 2, Type B PXOs is also included in Attachment B.

It should be noted that implementation of a PXO at this location will include the following steps:

- Identify any other modifications that may be required to enhance the safety and effectiveness of the crossing.
 - If a PXO is implemented, the Township should ensure that flower planters are not placed within the curb extensions so clear sightlines can be maintained to pedestrians approaching/waiting at the PXO.

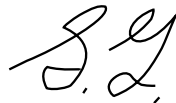
- 7 -

- Submit this warrant analysis report to MTO for approval.
 - Note: MTO review and acceptance of the proposed PXO can take up to three months and will also require Council passing a By-Law supporting the installation of a Level 2, Type B PXO on George Street.

We trust that this meets your current requirements, and we would be pleased to review our findings with you, as required.

Respectfully Submitted,

TRITON ENGINEERING SERVICES LIMITED



Steven Gibson



Taylor Kramp, P. Eng.

ATTACHMENT A
PXO SELECTION MATRIX

Table 7: Pedestrian Crossover Selection Matrix

Two-way Vehicular Volume			Posted Speed Limit (km/h)	Total Number of Lanes for the Roadway Cross Section ¹			
Time Period	Lower Bound	Upper Bound		1 or 2 Lanes	3 lanes	4 lanes w/raised refuge	4 lanes w/o raised refuge
8 Hour	750	2,250	≤50	Level 2 Type D	Level 2 Type C ³	Level 2 Type D ²	Level 2 Type B
4 Hour	395	1,185					
8 Hour	750	2,250	60	Level 2 Type C	Level 2 Type B	Level 2 Type C ²	Level 2 Type B
4 Hour	395	1,185					
8 Hour	2,250	4,500	≤50	Level 2 Type D	Level 2 Type B	Level 2 Type D ²	Level 2 Type B
4 Hour	1,185	2,370					
8 Hour	2,250	4,500	60	Level 2 Type C	Level 2 Type B	Level 2 Type C ²	Level 2 Type B
4 Hour	1,185	2,370					
8 Hour	4,500	6,000	≤50	Level 2 Type C	Level 2 Type B	Level 2 Type C ²	Level 2 Type B
4 Hour	2,370	3,155					
8 Hour	4,500	6,000	60	Level 2 Type B	Level 2 Type B	Level 2 Type C ²	Level 2 Type B
4 Hour	2,370	3,155					
8 Hour	6,000	7,500	≤50	Level 2 Type B	Level 2 Type B	Level 2 Type C ²	Level 1 Type A
4 Hour	3,155	3,950					
8 Hour	6,000	7,500	60	Level 2 Type B	Level 2 Type B		
4 Hour	3,155	3,950					
8 Hour	7,500	17,500	≤50	Level 2 Type B	Level 2 Type B		
4 Hour	3,950	9,215					
8 Hour	7,500	17,500	60	Level 2 Type B			
4 Hour	3,950	9,215					

Type A
 Type B
 Type C
 Type D

Approaches to roundabouts should be considered a separate roadways.

¹The total number of lanes is representative of crossing distance. The width of these lanes is assumed to be between 3.0 m and 3.75 m according to MTO Geometric Design Standards for Ontario Highways (Chapter D.2). A cross sectional feature (e.g. bike lane or on-street parking) may extend the average crossing distance beyond this range of lane widths.

²Use of two sets of side mounted signs for each direction (one on the right side and one on the median)

³Use Level 2 Type B PXO up to 3 lanes total, cross section one-way.

The hatched cells in this table show that a PXO is not recommended for sites with these traffic and geometric conditions. Generally a traffic signal is warranted for such conditions.

ATTACHMENT B**EXAMPLE OF A LEVEL 2 TYPE B PXO TREATMENT**

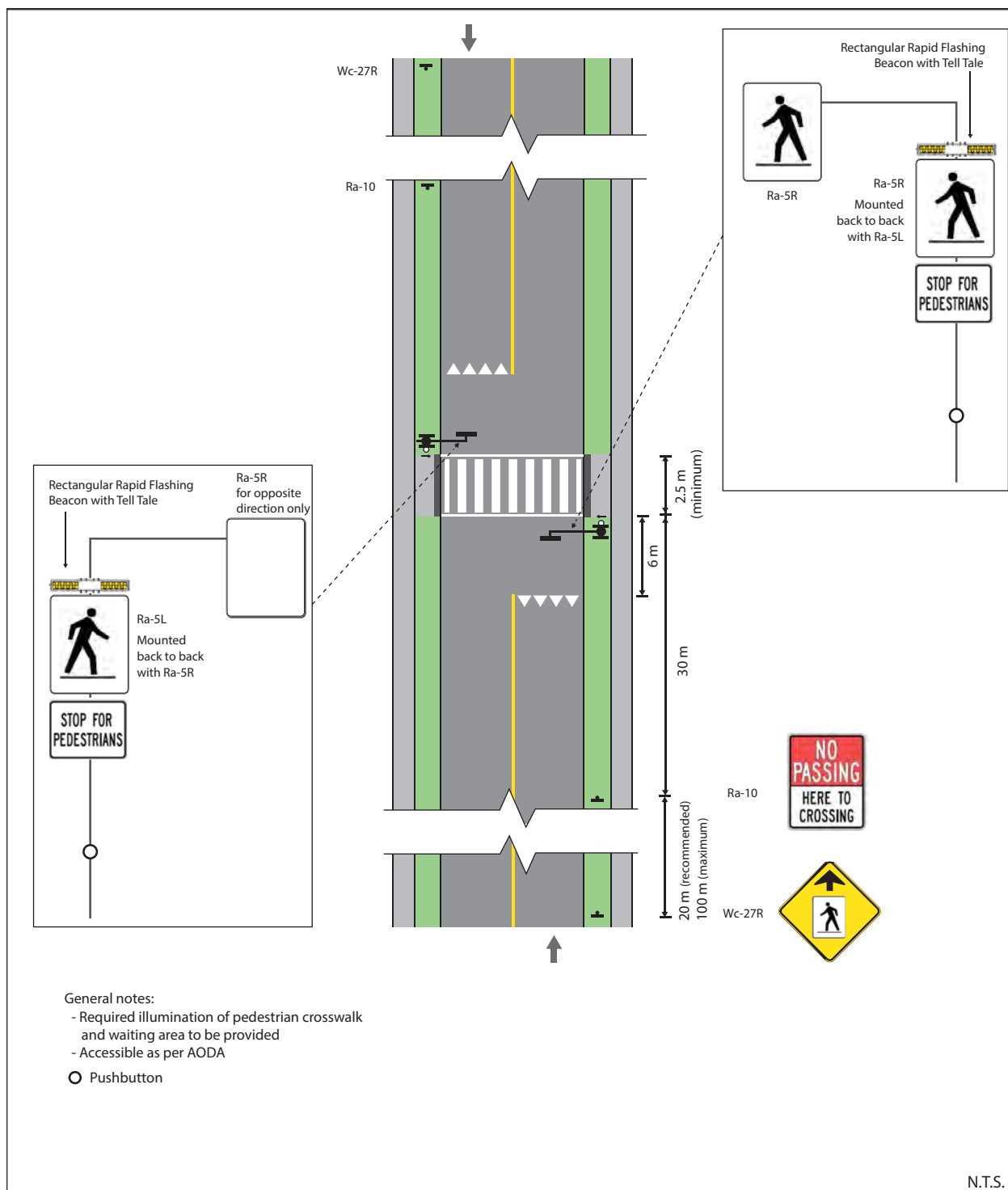


Figure 21: Pedestrian Crossover Level 2 Type B – Mid-block (2-lane, 2-way)

ATTACHMENT C
TRAFFIC SIGNAL JUSTIFICATION

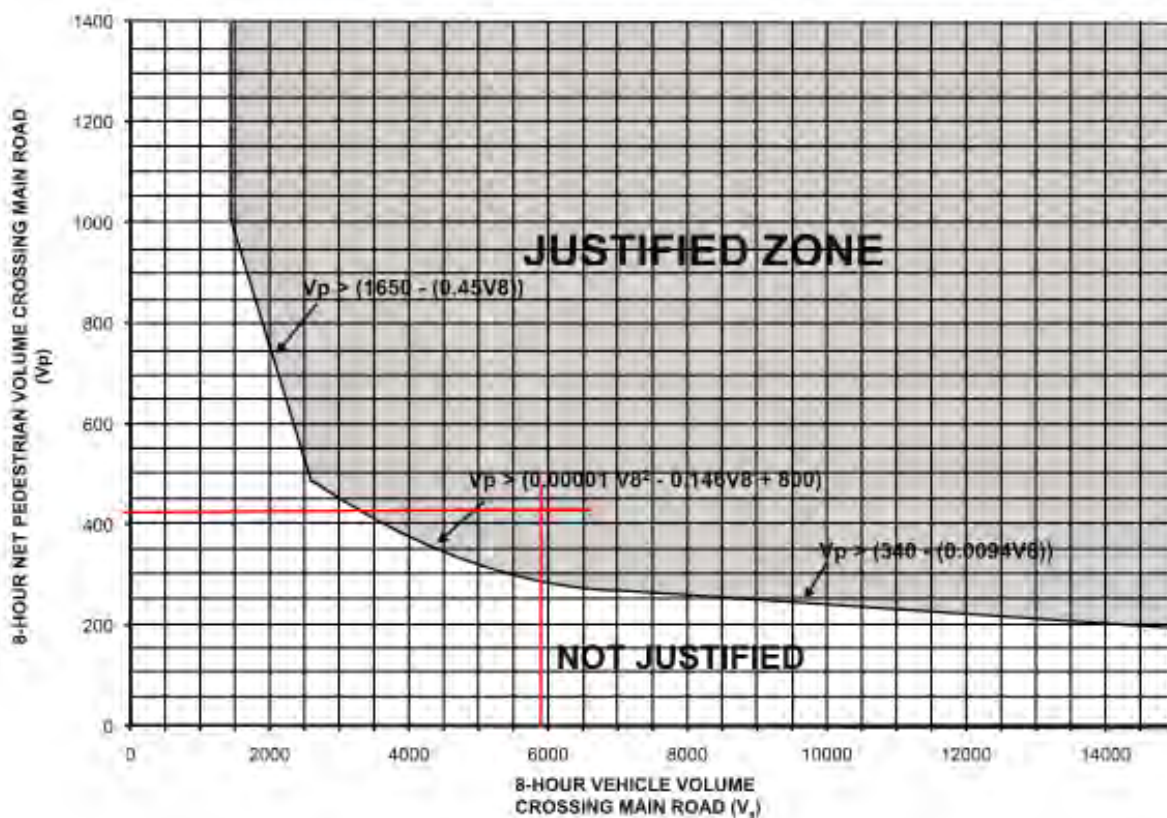


Figure 30 – Pedestrian Volume Justification 6A

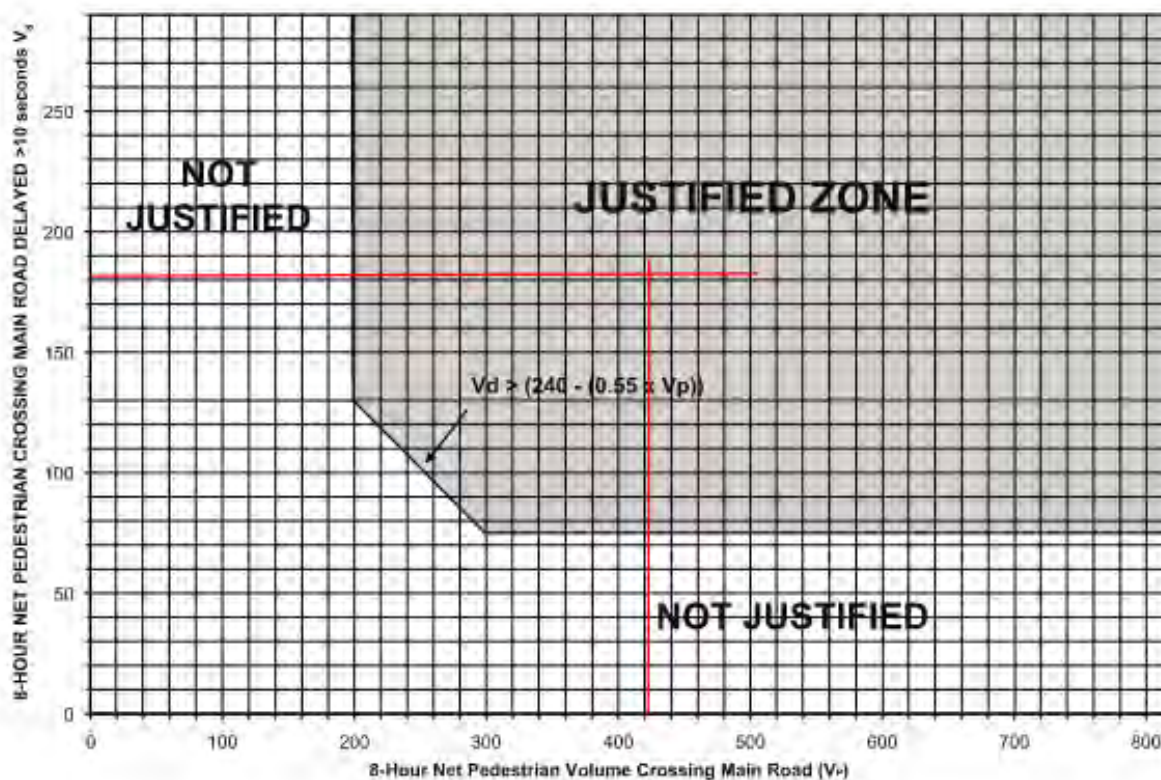


Figure 31 – Pedestrian Delay Justification 6B

Justification 6 - Pedestrian Volume and Delay

8-hour Vehicular Volume	5810
Net 8-Hour Pedestrian Volume (Adjusted) Crossing Main Street East	426
Net 8-Hour Pedestrian Delay > 10 seconds	182

Justification 6A - Pedestrian Volume

8-Hour Vehicular Volume (V_8)	Net 8-Hour Pedestrian Volume				
	<200	200 - 275	276 - 475	476 - 1000	>1000
<1440	Not Justified	Not Justified	Not Justified	Not Justified	Not Justified
1440 - 2600	Not Justified	Not Justified	Not Justified	See Equation 1	Justified
2601 - 7000	Not Justified	Not Justified	See Equation 2	Justified	Justified
>7000	Not Justified	See Equation 3	Justified	Justified	Justified

Equation 1: Justified if net 8-hour pedestrian volume $>(1650 - (0.45V_8))$ Equation 2: Justified if net 8-hour pedestrian volume $>(0.00001V_8^2 - 0.146V_8 + 800)$

426 > 289 JUSTIFIED

Equation 3: Justified if net 8-hour pedestrian volume $>(340 - (0.0094V_8))$

% Justification = ((net 8-hour pedestrian volume)/(Equation 1, 2 or 3 as appropriate)) x 100%

Justification 6B - Pedestrian Delay

Net Total 8-Hour Volume of Total Pedestrians	Net Total 8-Hour Volume of Delayed Pedestrians		
	<75	75 - 130	>130
<200	Not Justified	Not Justified	Not Justified
200 - 300	Not Justified	Justified if Volume of Delayed Ped. $>(240 - (0.55 \times \text{Volume of Total Ped.}))$	Justified
>300	Not Justified	Justified	Justified

% Justification = ((net 8-hour delayed pedestrian volume)/(threshold volume for justification)) x 100%

ATTACHMENT D
BUDGETARY COST ESTIMATE

ITEM No.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
Section 1 --- MidBlock PXO - George Street, Arthur					
1.01	Construction Layout	L.S.	100%	\$1,500.00	\$1,500.00
1.02	Provide Bonding and Insurance	L.S.	100%	\$8,000.00	\$8,000.00
1.03	Traffic and Pedestrian Control	L.S.	100%	\$5,000.00	\$5,000.00
1.04	Remove and Replace Concrete Sidewalk	m²	10	\$400.00	\$4,000.00
1.05	Remove Existing Decorative Poles	ea	2	\$1,500.00	\$3,000.00
1.06	Remove, Salvage, and Reinstall Decorative Luminaires and Scroll Arms	ea	2	\$1,000.00	\$2,000.00
1.07	Supply and Install Traffic Sign Assemblies	ea	14	\$700.00	\$9,800.00
1.08	Double Sided Rectangular Rapid Flashing Beacon, Including Solar Engine and Audible Pedestrian Push Button	L.S.	100%	\$20,000.00	\$20,000.00
1.09	6.0m Decorative Steel Pole	ea	2	\$9,000.00	\$18,000.00
1.10	Concrete Base	ea	2	\$2,500.00	\$5,000.00
1.11	Decorative Mast Arm	ea	2	\$1,600.00	\$3,200.00
1.12	Pavement Marking, Obliteration	L.S.	100%	\$1,000.00	\$1,000.00
1.13	Pavement Marking, Durable	L.S.	100%	\$4,000.00	\$4,000.00
SUB-TOTAL - SECTION 1					\$84,500.00
Section 1 --- Midblock PXO - King/Main Street Mount Forest					\$ 84,500.00
Engineering					\$ 15,000.00
Contingency (20%)					\$ 20,000.00
TOTAL BUDGETARY ESTIMATE (Excluding H.S.T.)					\$119,500.00

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

BY-LAW NUMBER 042-2025

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING BETWEEN THE
CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AND ARTHUR AREA CURLING CLUB FOR A LOAN**

WHEREAS The Corporation of the Township of Wellington North and the Arthur Area Curling Club wish to enter into a Memorandum of Understanding for a \$200,000.00 loan.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH ENACTS AS FOLLOWS:**

1. That the Corporation of the Township of Wellington North enter into an Memorandum of Understanding with the Arthur Area Curling in substantially the same form as the agreement attached hereto as Schedule "A".
2. That the Mayor and the Clerk of the Corporation of the Township of Wellington North are hereby authorized and directed to execute the said agreement and all other documentation required on behalf of the Corporation.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 14TH DAY OF JULY, 2025.**

ANDREW LENNOX, MAYOR

KARREN WALLACE CLERK

MEMORANDUM OF UNDERSTANDING BETWEEN

Arthur Area Curling Club the Township of Wellington North

THIS AGREEMENT, made and entered into this 14th day of July, 2025, by and between the Township of Wellington North (hereinafter referred to as WN), party of the first part and the Arthur Area Curling Club, a corporation without share capital, (hereinafter referred to as "Curling Club") party of the second part shall expire on July 1, 2031.

WHEREAS WN is a contributor to the Curling Club; and

WHEREAS WN has a fiduciary responsibility to its citizens to ensure prudent expenditure of funds; and

WHEREAS WN desires to enter into an M.O.U. with the Curling Club to assist in fundraising supporting to ensure the restoration of the curling club.

NOW THEREFORE, it is hereby agreed that the Township of Wellington North will provide the Arthur Area Curling Club a \$200,000.00, subject to the following terms:

- Loan will commence July 1, 2026;
- Interest will be charged at a rate of 0.00% percent
- The loan will be repaid from the Curling Club by July 1, 2031
- If the loan is not paid in full by July 1, 2031, interest will be charged at a rate based on the applicable Bank of Canada prime rate as of July 2, 2031

President; Arthur Area Curling Club
I have the authority to bind the Corporation

Date

Mayor Andrew Lennox

Date

Clerk, Karren Wallace

Date



Preserving?promoting?and.developing.Wellington.
North's.unique.cultural.resources.to.build.a.vibrant.
community.and.a.prosperous.economy.

CULTURAL MOMENT FOR JULY 14, 2025 CELEBRATES MIKE MURPHY

When researching for this Cultural Moment, there was much to be learned about Mike Murphy. While we could have tried to sum up this most interesting man, Campbell Cork's editorial titled "The Memorable Murph" in the March 2006 issue of the Biz Bull said it best:

He could be charming, bullheaded and funny.

Mike Murphy was the son of one of Mount Forest's most prominent families and he may have had a shot at the NHL if he could have put his mind to it. As it was, he played minor hockey in town and went on to play Junior A before coming back home to pursue his fate. He became Mount Forest's resident daredevil and a most ardent champion of the view that if you weren't born here, you really didn't have a right to say much about the place. He had his detractors but also a faithful following.

Mike Murphy was most often a man with a mission.



He was the last of his family to live in town and he single-handedly insured that the Murphy name will live on in the memory of the community. The family owned several mills on the Saugeen at the Highway 6 bridge. Anyone who has ever referred to the park by the millpond as anything other than "Murphy's Park" or the millpond as anything other than "Murphy's Pond" could expect to be corrected in no uncertain terms. And commenting such as error in print was an even greater crime, in Mike's view, and I heard from him on numerous occasions.

There were stories of him flying an airplane under the Murphy Bridge, and he was more than a little proud of his connections to the military, and particularly the US Air Force, although it was a little difficult to pin him down on exactly what that connection was.

In the 1980s, many of us witnessed him go over the Murphy's Dam in a barrel and more recently he took centre stage with his many efforts to get aloft in his parasail on fields around Mount Forest known as The Murphy Property. For several years he was passionately involved in an attempt to get into the Guinness Book of Records for parasailing out over Lake Ontario. He even purchased a boat for the effort.

He served a couple of terms on Mount Forest council in the 1980s at a time when smoking during a council meeting was still permitted. He was the bane of fellow councillor Susan Wetmore, who was championing the cause for making the council chambers smoke-free.

Mike, like no other, could drive Susan to distraction at warp speed.

One night during a council meeting, Susan suggested that the smokers on council step outside if they needed a smoke.

Mike snapped back that it would make more sense if the non-smokers stepped outside while the smokers lit up inside.

Most of us who knew Mike have our own favourite Murph story. He was always happy to share an opinion with anyone who cared to listen.

In September 2005, Mike was seriously injured while attempting, once again, to get aloft in his parasail. He was 68 years old at the time. He never recovered from those injuries, although at one point he was up and walking around in the Owen Sound hospital. He died in February 2006.

His greatest desire was to entertain and to be noticed by us.

He did both.

From the March 2006 issue of the Biz Bull, written by Campbell Cork

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

BY-LAW NUMBER 043-2025

**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 JULY
14, 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 July 14, 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 14TH DAY OF JULY, 2025.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK