

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – DECEMBER 1, 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/86178085708>

Or join by phone:

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

Webinar ID: 861 7808 5708

PAGE #

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the December 1, 2025 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

O'CANADA

PRESENTATIONS

- | | |
|---|-----|
| 1. Alison Armstrong, Manager of Communication, Stakeholder Relations and Physician Recruitment, North Wellington Health Care, and Dr. Julie Weinstein | |
| • Request for Support and Funding for Community Physician Recruitment Initiatives | 001 |
| 2. Jeremiah Idialu, Treasurer/Director of Finance | |
| • 2026 Budget Overview | 006 |
| • Report TR 2025-013, 2025 Operating and Capital Budget | 039 |

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-013 being a report on the Township of Wellington North 2026 Operating and Capital Budget;

AND THAT Council provide direction regarding the tax levy increments for 2026.

- | | |
|--|-----|
| 3. Report C&ED 2025-043, 2025 Mayor's Charity Bonspiel | 041 |
|--|-----|

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-043 being a report on the 2025 Mayor's Charity Bonspiel;

AND THAT Council supports staff continuing to organize and deliver the Mayor's Charity Bonspiel in 2026.

4. Cheque presentation to Councillor Burke for new Mount Forest pool fundraising.

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, November 17, 2025 044

Recommendation:

THAT the minutes of the Regular Meeting of Council held on November 17, 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 December 1, 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. Wellington North Cultural Roundtable, November 13, 2025 050

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on November 13, 2025.

- b. Maitland Valley Conservation Authority
 - Membership Meeting #7-2025, September 17, 2025 055
 - Membership Meeting #8-2025, October 15, 2025 060

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority Membership Meeting #7-2025 held on September 17, 2025 and Membership Meeting #8-2025 held on October 15, 2025.

- c. Mount Forest Business Improvement Area Annual General Meeting Minutes, November 19, 2025 065

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Area Annual General Meeting held on November 19, 2025.

2. PLANNING

- a. Report DEV 2025-025, Notices Received for Consent Applications B52-25, B53-25 & B57-25 069

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2025-025 regarding the Notice of Decision for Consent Applications B52-25 & B53-25 and the Notice of Deferral for Consent Application B57-25, received from the County of Wellington Planning and Land Division Committee:

- B52-25 Trustees of St. Andrew's Presbyterian Church of Canada, Part Lots 7 & 8, w/s Fergus St, Plan Town of Mount Forest with civic addresses 191 Fergus Street North and 196 Birmingham Street East in the town of Mount Forest (Severance);
- B53-25 Trustees of St. Andrew's Presbyterian Church of Canada, Part Lots 7 & 8, w/s Fergus St, Plan Town of Mount Forest with civic addresses 166 Birmingham Street East and 196 Birmingham Street East in the town of Mount Forest (Severance);
- B57-25 Yvonne Bailes-Mulder, Part Lot 17, Concession A with civic addresses 7539 and 7475 Highway 6 in the former Township of Peel (Lot Line Adjustment).

3. BUILDING

- a. Report CBO 2025-017, Building Permit Review October 2025 081

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CBO 2025-017 being the Building Permit Review for the month of October 2025.

4. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Report C&ED 2025-044, Community Improvement Plan Hair by Trina 083

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-044 on the Hair by Trina Community Improvement Plan application;

AND THAT Council approve a Façade & Signage Improvement Grant in the amount of \$285.50 to Hair by Trina for new business signage.

5. FINANCE

- a. Report TR 2025-012, 2026 fees and charges by-law updates (various services) 088

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2025-012 being a report on 2026 fees and charges by-law updates (various services);

AND THAT Council direct staff to proceed with the updates to reflect the changes outlined herein for the 2026 calendar year;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the By-law.

6. INFRASTRUCTURE

- a. Report INF 2025-021, Mount Forest Southeast Drainage 103

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report INF 2025-021 being a report on Mount Forest Southeast Drainage.

- b. Report INF 2025-022, South Water Street SPS Service Finance Agreement 107

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-022 being a report on South Water Street Sewage Pumping Station Service Finance Agreement;

And further that Council agrees to the cost sharing of South Water Street Sewage Pumping Station with the Township's cost being at a maximum cost of \$144,000 plus applicable taxes;

And further that Council direct staff to include a Council directed project for the South Water Street Sewage Pumping Station in the 2027 capital budget.

AND FURTHER THAT Council authorize the Mayor and Clerk to sign any necessary agreements.

7. ENVIRONMENT

- a. Report ENV 2025-002, Township's Drinking Water Quality Management System (DWQMS) – 2025 Management Review Meeting Minutes 109

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-002 for information on the Township's Drinking Water Quality Management System (DWQMS) – 2025 Management Review Meeting Minutes for information.

- b. Report ENV 2025-003, 2026 Water and Wastewater Fees and Charges 124

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-003 being a report to set the 2026 water and wastewater fees and charges;

AND THAT Council authorize a 2% increase to the water rate and a 4% increase to the wastewater rate for the year 2026 consistent with the recommendations from the 2025 Water and Wastewater Rate Study prepared by DFA Infrastructure International Inc.

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

8. ADMINISTRATION

- a. Report CLK 2025-019, 2026 Municipal and School Board Election Alternative Vote Procedures 128

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-019 on the 2026 Municipal and School Board election alternative vote procedures;

AND THAT Council authorize the Mayor and Clerk to sign the by-law to authorize the 2026 Municipal and School Board election alternative vote procedures.

- b. Report CLK 2025-020, 2026 Municipal and School Board Advance Voting Dates 130

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-020 2026 Municipal and School Board Advance Voting Dates;

AND THAT Council approve the advance voting dates, times and location as follows:

Saturday October 10, 2026, between the hours of 10:00 a. m. and 3:00 p.m. at Mount Forest Sports Complex, 850 Princess Street, Mount Forest, ON Leisure Hall

Saturday October 17, 2026, between the hours of 10:00 a.m. and 3:00 p.m. at the Arthur Community Centre, 158 Domville Street, Arthur, ON, Auditorium (downstairs)

AND FURTHER THAT the Mayor and Clerk be authorized to sign the Advance Voting Days by-law.

9. COUNCIL

- a. Correspondence received with resolutions regarding proposed changes to Conservation Authorities:
 - Ausable Bayfield Conservation Authority, dated November 20, 2025 133

- Stormont, Dundas & Glengarry, dated November 17, 2025 137
- Essex Region Conservation, dated November 19, 2025 139

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence with resolutions regarding proposed changes to Conservation Authorities from Ausable Bayfield Conservation Authority dated November 20, 2025, Stormont, Dundas & Glengarry dated November 17, 2025, and Essex Region Conservation dated November 19, 2025.

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 076-2025 being a by-law to adopt the 2026 Municipal and School Board Election Ballot Counting Procedures 145

- b. By-law Number 077-2025 being a by-law to adopt the 2026 Municipal and School Board Voting Procedures Policy 156
- c. By-law Number 078-2025 being a by-law to authorize a Service Financing Agreement between The Corporation of the Township of Wellington North and Deer Ridge Heights Inc. 167
- d. By-law Number 079-2025 being a by-law to set remuneration for members of Council and to repeal By-law 079-2021 181
- e. By-law Number 080-2025 being a by-law to provide for an interim tax levy on all assessment withing specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears 183
- f. By-law Number 081-2025 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2026 186
- g. By-law Number 082-2025 being a by-law to provide for advance votes to be held prior to voting day 189

Recommendation:

THAT By-law Number 076-2025, 077-2025, 078-2025, 079-2025, 080-2025, 081-2025 and 082-2025 be read and passed.

CULTURAL MOMENT

- Celebrating Jack Johnson 190

CONFIRMING BY-LAW

192

Recommendation:

THAT By-law Number 083-2025 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 December 1, 2025 be read and passed.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of December 1, 2025 be adjourned at ___: p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Joint Cultural Roundtable Meeting with Minto and Hanover, Lions Den, P&H Centre, Hanover	Thursday, December 4, 2025	6:00 p.m. to 8:00 p.m.
Mount Forest Lions Club Santa Claus Parade	Friday, December 5, 2025	7:00 p.m.
Regular Council Meeting	Monday, December 15, 2025	7:00 p.m.

2025 WELLINGTON NORTH HEALTH CARE RECRUITMENT UPDATE

Thanks to the municipalities for their continued support, we are pleased to share some recent physician recruitment accomplishments including: **a new family physician joining the Mount Forest Family Health Organization**. These efforts reflect the ongoing commitment to improving healthcare access and outcomes in our community, despite the health care recruitment challenges Ontario is facing. We look forward to continuing to build on these successes in the coming year.

WELCOME DR. ALOZIE OKEBUGWU

We are pleased to welcome Dr. Okebugwu to Louise Marshall Hospital, where he will provide inpatient and emergency care, along with offering primary care through his practice at the Claire Stewart Medical Clinic. Dr. Okebugwu was successfully matched to Mount Forest through Practice Ready Ontario, a program that recognizes the skills and experience of internationally trained physicians who have completed postgraduate training and have independently practiced family medicine or general practice outside Canada. This program assesses applicants' qualifications and clinical experience to determine their readiness for independent practice.

Mount Forest received several applications through Practice Ready Ontario. Following community site visits, meet-and-greets with local physicians, and interviews, Dr. Okebugwu was selected as the ideal candidate to join the Mount Forest team. We are grateful to local family physician Dr. Julie Weinstein, who is providing supervision and mentorship as Dr. Okebugwu settles into his new role.

Patients who are looking for a family physician can complete a registration form by visiting the Claire Stewart Medical Clinic in person or by accessing the patient enrollment form at www.mountforest.fht.

CANADIAN AND ONTARIO MEDICAL SCHOOL CAREER FAIRS



This past year, we attended career fairs at the University of Western Ontario, McMaster School Medicine – KW Campus, University of Ottawa, Society of Rural Physicians of Canada and the Rural Ontario Medical Program. Many attendees are in their last two years of training and are beginning to think about where they would like to live and work. These focused career fairs allow us to introduce our communities and offer potential training or locum opportunities for new grads.

TARGETING MEDICAL TRAINEES TO HAVE A RURAL EXPERIENCE



Medical education and training are important tools in helping recruit rural physicians. We continue to concentrate on increasing medical resident training opportunities in our communities. Medical Residents are in their final years of training and are starting to look for places to live and work. They are also licensed physicians and, as such, can help provide care to our patients with the support and mentorship of our local physicians. The goal of our healthcare recruitment strategies is to focus our energies on significantly increasing the number of family medicine residents and students to experience living and working here.

This past year we hosted medical students, in their first year of training, for a rural medicine week – an elective program that provides hands-on clinical experience in rural medicine and exposes them to rural life. Students observed and participated in clinical settings and practiced skills like suturing and casting. The program also included activities at a local dairy farm and a social event at the Harriston Post Escape Room (pictured above) – all to give students a taste of life in Mount Forest.

INTERNATIONAL MARKETING



American Association of Family Physician FMX Conference –October 2025

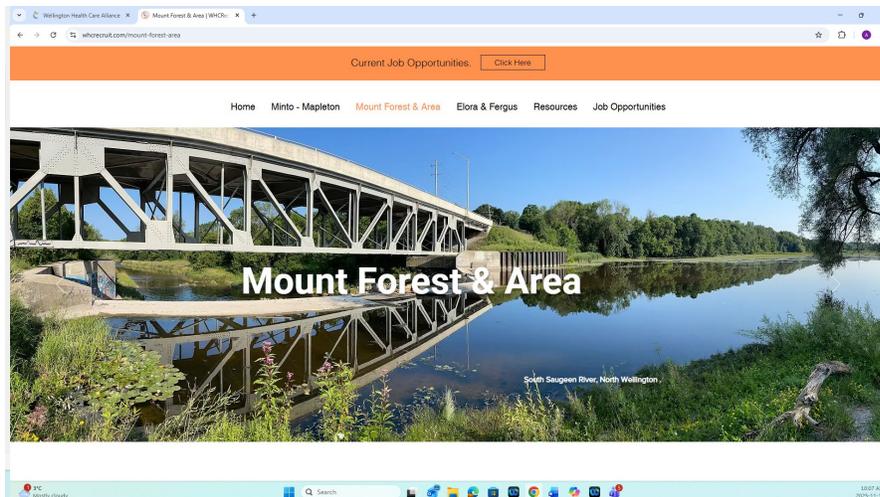
Wellington Health Care Alliance is a partner of the Ontario Physician Recruitment Alliance (OPRA). The purpose of OPRA is to provide a collective strategy for international recruitment that works for Ontario. It is governed and managed by physician recruitment members of OPRA. Partners include recruiters from all over Ontario.

There are over 3,500 Canadians enrolled in international medical schools. According to the Canadian Resident Matching Service, 90% of the students training abroad would like to return to Canada to live and work. OPRA focuses on collective marketing efforts on this group of foreign-trained physicians. Ontario requirements for US trained physicians have recently changed making it easier for American Board recertified physicians to practice in Ontario.

The goal of the Alliance is to increase the lead generation outside of Ontario and to improve the candidate experience of aligning with practice opportunities in Ontario. Efforts focus on marketing at physician recruitment career fairs in the United Kingdom and United States.

Each OPRA member pays a fee of \$1,000 to belong to the Alliance. Membership fees cover collective marketing tools, trade show booth fees, and a shared CRM (customer relationship management) system. Travel and hotel/food expenses are covered by each respective community recruitment program if the recruiter is interested in participating in specific international recruitment events. The Alliance provides standardized documents to share and present to candidates that outline the pathway to work in Ontario.

MARKETING & ADVERTISING



HOUSING

Whether hosting medical trainees or physician locums coming to help work in our community, we need a place for guests to stay while they are here. We have two nearby homes the hospital owns to help host prospective recruits while in Mount Forest.

COMMUNITY SITE VISITS

Hosting prospective applicants is an important strategy used in health care recruitment. This past year we provided several hospital, and community site visits to Practice Ready Ontario candidates.

MARKETING MATERIALS

Promotional items are used to distribute to any medical trainee or prospective candidates visiting our community. All new medical trainees arriving to Lousie Marshall Hospital receive a welcome kit such as on-call toiletry bags and branded travel mugs, as well as informational brochures including ways to contact us.

New career fair, pop-up banners were created this year to tie into our social media campaign. The banners are used at medical school events we attend.

In conjunction with our social media marketing efforts, we have increased our job postings on key physician job portals – including:

- Health Force Ontario (HFO)
- Ontario Physician Recruitment Alliance
- Indeed, Zoho, Bamboo
- Wellington Health Care Alliance (WHCA) Website
- WHCA Social – Instagram/LinkedIn
- Wellington Health Care Recruitment Website
- Physician Group Chats/Facebook
- Canadian Association of Staff Physician Recruitment (CASPR) website
- McMaster Job Board

2026 Budget overview



December 01, 2025

Township of Wellington North

Building a safe, sustainable, and welcoming community

township@wellington-north.com

519-848-3620

Presentation Overview

Operating Budget Summary

2026 Proposed Capital Budget

Reserve Funds

Debt Projections



Budget Process

- The aim of the Budget is to Focus Township resources to deliver on Council's values and priorities for Wellington North.
- New this year: Budget + two-year operating forecast (2027–2028) to improve visibility of emerging pressures.
- **Process to Date:**
 - Budget templates issued to departments — Sept 3, 2025
 - Treasurer meetings with departments — Sept–Oct
 - First joint budget meeting — Nov 3;
 - Next session Dec 15 (if needed)
- **Today's Objectives (Decisions/Direction Needed):**
 - Discuss the budget presented and decide whether to remove any of the listed cemetery projects or retain all.
 - Approve the revised 2026 tax levy of 3.26% (subject to the cemetery decision).
 - Confirm the scope changes outlined in this report.
 - Authorize staff to present the required by-law at the December 15, 2025, Council meeting.



2026 Budget Guidelines

- Operating Budget 2026 assumes the status quo for service level, meaning that the Township will continue to provide the same level of service it budgeted the previous year (2025) unless otherwise proposed and documented
- Corporate wide cost pressures:
 - Wage/Salary: Budget increases (varies by department), Union & Non-Union
 - Employee Benefits & Payroll Remittances: Increase of ~**4%**
 - Municipal insurance renewal – Projecting a **5%** increase
 - Utilities: Hydro increase of **3.7%** (WNP Guidance)
 - Construction Price Index (Inflation, Q3 2025) – **4.2%**



2026 Conservation Authority Budgets

Conservation Authority	2024 Budget	2025 Budget	2026 Budget	Diff - \$	Diff - %
Saugeen Valley Conservation Authority	108,777	113,611	121,108	7,497	6.6%
Grand River Conservation Authority	58,619	60,669	66,227	5,558	9.2%
Maitland Valley Conservation	55,429	60,657	69,283	8,626	14.2%
	222,825	234,937	256,618	21,681	9.2%



Growth vs Reassessment

- Growth is defined as new assessment – it has no impact on the current taxpayer
- During 2025, the Township has realized an estimated real assessment growth of **2.46%** (**2024 - 7.89%**, **2023 - 2.1%**, **2022 - 2.26%**, **2021 - 1.48%**)



2026 Operating Budget



2026 Tax Levy Budget Overview

Service Area	2024 Budget	2025 Budget	2026 Budget	% Change	Change \$
General Government	-485,357	-270,329	78,538	-129.05%	348,867
Protection Services	1,476,403	1,492,015	1,547,555	3.72%	55,540
Transportation Services	5,233,679	6,171,910	6,441,906	4.37%	269,996
Health Services	144,160	143,989	188,330	30.79%	44,341
Recreation and Cultural Services	3,150,926	3,134,693	3,024,347	-3.52%	-110,345
Planning and Development	126,951	50,740	55,558	9.50%	4,819
Total Levy Requirement	9,646,763	10,723,018	11,336,235	5.72%	613,217

Tax Levy Transfers	2024 Budget	2025 Budget	2026 Budget	% Change	Change \$
To Capital	2,612,857	3,061,599	3,095,489	1.11%	33,890
To Reserves	702,540	933,923	965,578	3.39%	31,654
To Reserve Funds	5,000	5,000	5,000	0.00%	-
New transfers	3,320,397	4,000,523	4,066,067	1.64%	65,544



Operating Budget Summary Analysis By Segment

2026 Budget Summary

FIR Category	2024 Budget	2025 Budget	2026 Budget	% Change	Change \$
General Government					
General Government	(2,058,400)	(2,223,100)	(2,346,620)	5.6%	(123,520)
Other Revenues-Supps/Omitts/Writeoffs	(281,789)	(367,708)	(271,375)	-26.2%	96,333
Council	297,538	303,645	304,802	0.4%	1,157
Administration	1,563,886	2,086,060	2,188,974	4.9%	102,914
Property	(6,592)	(69,226)	202,756	-392.9%	271,982
WNP Holding Co.					
Subtotal - General Government	(485,357)	(270,329)	78,538	-129.1%	348,867
Protection Services					
Fire	1,110,880	1,111,750	1,123,910	1.1%	12,160
Police/Crossing Guard	58,038	68,781	80,742	17.4%	11,960
Conservation Authority	222,825	234,937	256,618	9.2%	21,681
Protective Inspection & Control					
Animal Control	18,050	9,520	16,838	76.9%	7,318
By-Law Enforcement	66,610	67,027	69,447	3.6%	2,421
Subtotal - Protection Services	1,476,403	1,492,015	1,547,555	3.7%	55,540

Operating Budget Summary Analysis By Segment

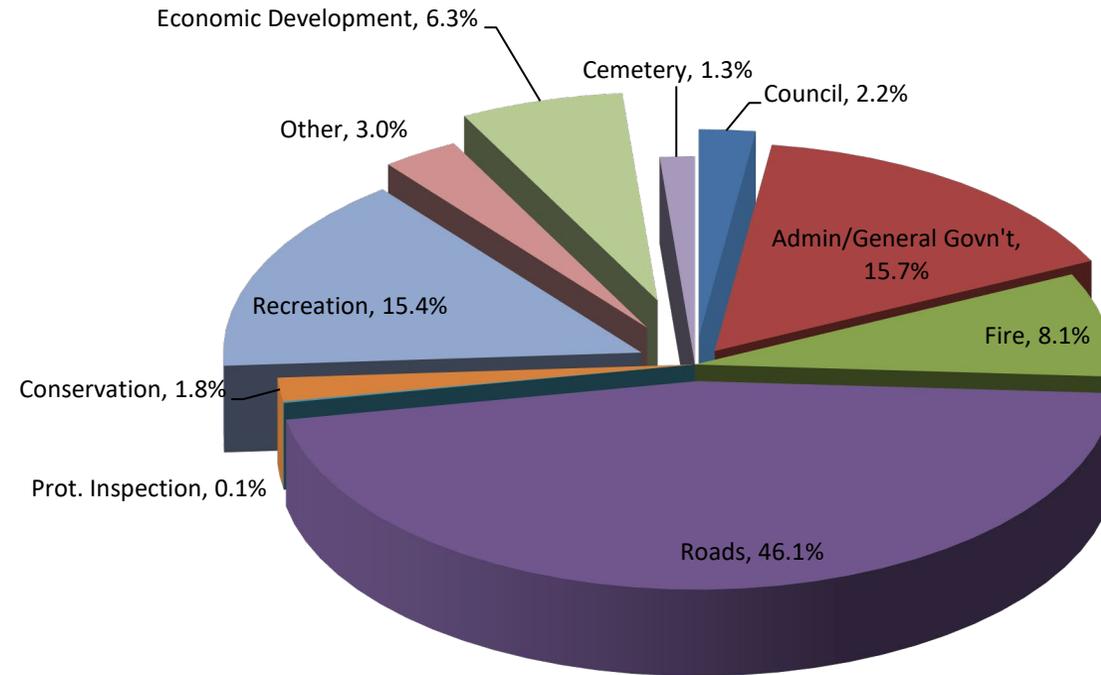
2026 Budget Summary

FIR Category	2024 Budget	2025 Budget	2026 Budget	% Change	Change \$
Transportation Services					
Roads	5,227,897	6,164,510	6,434,328	4.4%	269,818
Streetlights					
Rural Water	5,782	7,400	7,578	2.4%	178
Subtotal - Transportation Services	5,233,679	6,171,910	6,441,906	4.4%	269,996
Health Services					
Hospital					
Cemetery	144,160	143,989	188,330	30.8%	44,341
Subtotal - Health Services	144,160	143,989	188,330	30.8%	44,341
Recreation and Cultural Services					
Parks & Recreation	2,400,252	2,109,339	2,143,455	1.6%	34,116
Community & Economic Development	750,673	1,025,354	880,893	-14.1%	(144,461)
Subtotal - Recreation and Cultural Services	3,150,925	3,134,693	3,024,347	-3.5%	(110,345)
Planning and Development					
Planning	82,701	13,340	17,908	34.2%	4,569
Commercial & Industrial					
Tile Drains					
Municipal Drains	44,250	37,400	37,650	0.7%	250
Subtotal - Planning and Development	126,951	50,740	55,558	9.5%	4,819



Operating Budget – Where the 2026 Dollar Goes

2026 Where Budget Dollars Go



Draft Budget Modeling – 2026 Tax Implication – Base Case

	<u>2024</u>	<u>2025</u>	<u>2026 (Draft)</u>	<u>YoY Increase (%)</u>
Operating Budget	6,326,366	6,722,495	7,427,045	10.48%
Policy Mandated Transfer to Reserve funds	80,700	115,700	115,700	0.00%
Net Transfers	626,840	823,223	698,001	-15.21%
Contributions to Capital	2,612,857	3,061,599	3,095,489	1.11%
Total Budgeted Tax Levy	9,646,763	10,723,018	11,336,235	5.72%
Organic Growth				2.46%
Impact to Existing Taxpayer				3.26%

	<u>2026</u>	<u>2025</u>	<u>COMPARISON OF TAXES</u>	<u>2026</u>	<u>2025</u>
AMOUNT TO BE RAISED	\$ 11,336,235	\$ 10,723,018	Residential Assessment	\$ 271,636.00	\$ 271,636.00
Tax Rate = amount to be raised/weighted assessment =	0.00574803	0.00557065	Tax Rate	0.00574803	0.00557065
			Taxes	\$1,561.37	\$1,513.19
			Increase over 2025		\$48.18

- ±1% levy ≈ \$14.85/year on the average home (~\$1.24/month).
 - 2026 proposal (3.26%) ≈ \$48.18/year on the average home (~\$4.02/month)
- Assumes typical single-family assessment of \$271,636 (2016 CVA)



Reserve/Reserve Funds – Net Transfers (Preliminary)

Net Reserve & Reserve Fund Transfers

2025				
	<i>From</i>	<i>To</i>	<i>Net</i>	<i>2024 vs 2025</i>
Council		120,700	120,700	35,000
Admin		277,944	277,944	225,944
Property		16,000	16,000	–
Fire		294,528	294,528	74,528
CBO		40,269	40,269	(104,089)
Roads		79,482	79,482	–
Streetlights		5,000	5,000	–
Rec		100,000	100,000	–
Planning		–	–	–
Cemetery		5,000	5,000	–
WNP Holding		–	–	–
Taxation Total	-	938,923	938,923	231,383
Sewer	480,465	250,000	(230,465)	(337,995)
Water	-	250,000	250,000	(248,441)
User Fee Total	480,465	500,000	19,535	(586,436)
Grand Total	480,465	1,438,923	958,459	(355,053)

2026				
	<i>From</i>	<i>To</i>	<i>Net</i>	<i>2025 vs 2026</i>
Council		120,700	120,700	–
Admin	(65,800)	319,667	385,467	107,523
Property		16,000	16,000	–
Fire		300,000	300,000	5,472
CBO		4,211	4,211	(36,059)
Roads		100,000	100,000	20,518
Streetlights		5,000	5,000	–
Rec		100,000	100,000	–
Planning		–	–	–
Cemetery		5,000	5,000	–
WNP Holding		–	–	–
Taxation Total	(65,800)	970,578	1,036,378	97,454
Sewer	480,465	338,980	(141,485)	88,980
Water	-	635,740	635,740	385,740
User Fee Total	480,465	974,721	494,256	474,721
Grand Total	414,665	1,945,298	1,530,633	572,175

2026–2028 Operating Forecast

Service Area	Forecast						
	2026 Budget	2027	%Change	Change \$	2028	%Change	Change \$
General Government	78,538	211,276	169.01%	132,738	303,893	43.84%	92,618
Protection Services	1,547,555	1,601,060	3.46%	53,505	1,650,890	3.11%	49,830
Transportation Services	6,441,906	6,657,999	3.35%	216,093	6,931,980	4.12%	273,981
Health Services	188,330	191,168	1.51%	2,838	193,387	1.16%	2,220
Recreation and Cultural Services	3,024,347	3,156,653	4.37%	132,305	3,279,840	3.90%	123,187
Planning and Development	55,558	56,833	2.29%	1,275	58,859	3.56%	2,026
Total Levy Requirement	11,336,235	11,874,988	4.75%	538,753	12,418,850	4.58%	543,861

Tax Levy Transfers	Forecast						
	2026 Budget	2027	%Change	Change \$	2028	%Change	Change \$
To Capital	3,095,489	3,240,074	4.67%	144,584	3,418,254	5.50%	178,180
To Reserves	965,578	1,047,981	8.53%	82,403	1,071,606	2.25%	23,625
To Reserve Funds	5,000	5,000	0.00%	-	5,000	0.00%	-
New transfers	4,066,067	4,293,054	5.58%	226,987	4,494,860	4.70%	201,805

Wages, insurance, and utilities are projected at the 5-year average increase (or at the same % increase used in 2026 vs 2025, where more conservative).
One-time items normalized; no service level expansions unless noted.



2026 Capital Budget



Draft Capital Program - 2026

Project Name	2026 Ask
Environmental Services	\$ 585,335.00
General Government	\$ 719,615.00
Infrastructure/Operation/Transportation	\$ 4,787,850.00
Protection Service	\$ 79,700.00
Recreation Services	\$ 1,048,000.00
Fleet	\$ 1,500,000.00
Total	\$ 8,720,500.00



General Government

Project Name	Amount
Arthur Office Parking Lot	\$ 31,075.00
Demolition of former Sacred Heart Catholic School	\$ 375,150.00
Mount Forest cemetery chapel door replacement	\$ 6,600.00
Mount Forest Cemetery fence repairs	\$ 12,100.00
Mount Forest Cemetery lawn mower	\$ 35,700.00
Mount Forest Cemetery paving entrance road	\$ 11,000.00
Mount Forest Cemetery software management	\$ 5,500.00
Mount Forest Cemetery storage shed repairs	\$ 26,400.00
Township Banners	\$ 37,290.00
IT Projects	\$ 173,800.00
Walkway Margarett Rae Morrison	\$ 5,000.00
Total	\$ 719,615.00



Environmental Services

Project Name	Amount
OCWA 2026 Projects - Arthur	\$ 105,090.00
OCWA 2026 Projects - Mount Forest	\$ 380,245.00
Waterman Valve and Fire Hydrant Replacement	\$ 100,000.00
Total	\$ 585,335.00



Infrastructure & Transportation

Project Name	Amount
2026 Rural Asphalt Resurfacing	\$ 1,200,783.00
2026 Sidewalk Program	\$ 240,012.00
2026 Urban Asphalt Resurfacing	\$ 205,095.00
Culvert 2050 (Sideroad 25)	\$ 218,090.00
Culvert Sideroad 9W (Concession 7 to Concession 6)	\$ 48,590.00
Mount Forest Southeast Storm Study Area	\$ 28,250.00
Reconstruction - Clarke Street between Smith Street and Walton	\$ 2,662,280.00
Reconstruction - Cork Street (DESIGN ONLY)	\$ 100,000.00
Rural Road Rebuild - Sideroad 9W	\$ 84,750.00
Total	\$ 4,787,850.00

Protection Services

Project Name	Amount
Air Bag Replacement	\$ 35,000.00
Arthur Fire Hall Interior Painting	\$ 5,000.00
Arthur Fire Hall Lighting Upgrade	\$ 4,500.00
Decontamination Packs	\$ 5,200.00
Minor Mount Forest Fire Hall Renovation	\$ 30,000.00
Total	\$ 79,700.00



Recreation & CED

Project Name	Amount
Arthur Arena Auditorium	\$ 40,000.00
Arthur Arena Auditorium HVAC	\$ 80,000.00
Arthur Arena Changerooms	\$ 95,000.00
Arthur Arena Scoreclock	\$ 62,000.00
Arthur Baseball Diamond Lighting	\$ 65,000.00
Arthur Lifeguard Chair	\$ 15,000.00
Arthur Pool	\$ 15,000.00
Bike Racks, Park Benches and Accessible Picnic Tables	\$ 25,000.00
Damascus Phone Line	\$ 5,000.00
Downtown Mount Forest Community Space Upgrades	\$ 5,000.00



Recreation & CED

Project Name	Amount
Facility Master Plan	\$ 60,000.00
Flag Pole Enhancement	\$ 24,000.00
Gravel Top-up at municipal parking lots and trails	\$ 50,000.00
Mount Forest & District Sports Complex Mechanical Room	\$ 25,000.00
Mount Forest & District Sports Complex Roof Blisters	\$ 20,000.00
Mount Forest Downtown LED Lighting	\$ 30,000.00
Mount Forest Outdoor Pool - Construction Levy	\$ 350,000.00
Recreation Master Plan Update	\$ 75,000.00
Replacement of Cork St. Safety Netting	\$ 7,000.00
Total	\$ 1,048,000.00

Fleet

Project Name	Amount
Backhoe Loader	\$ 275,000.00
Pickup Truck (2026)	\$ 70,000.00
Pickup Truck (2026)	\$ 70,000.00
Road Grader	\$ 790,000.00
Sidewalk Trackless Tractor	\$ 250,000.00
SUV Infrastructure	\$ 45,000.00
Total	\$ 1,500,000.00



Capital Program Trend

Project Costs

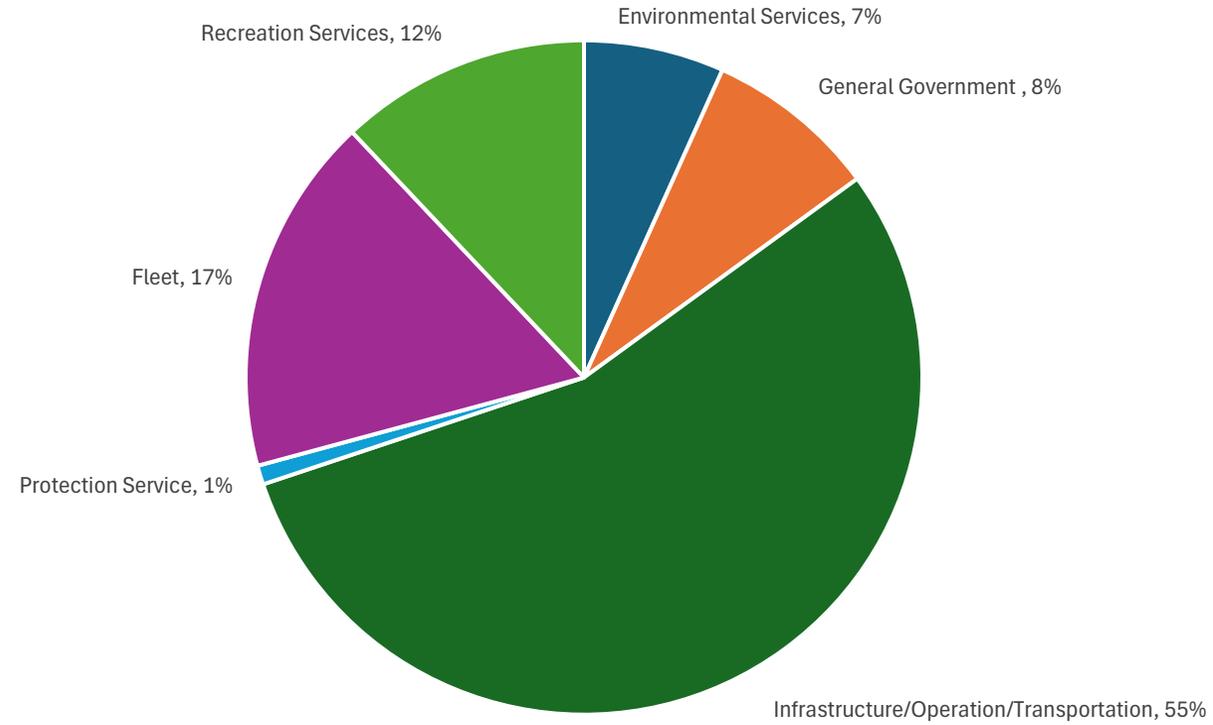
Dept/Year	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Council Directed Projects	748,805	-	-	-	-
20in20 Initiatives	-	-	-	-	-
Development Projects	-	-	-	-	-
Roads & Drainage	4,428,871	4,601,238	5,703,945	7,874,943	4,787,850
Waterworks	707,916	988,081	484,557	908,419	100,000
Sanitary Sewers	744,932	511,081	434,556	646,699	485,335
Fleet	958,000	-	930,000	865,000	1,500,000
Parks & Recreation	944,234	1,420,000	806,950	934,500	1,048,000
Fire	138,000	504,500	160,000	76,000	79,700
Admin, Information Technology & Property	160,750	489,603	932,000	1,344,180	627,815
Cemetery	-	49,849	20,000	21,080	91,800
Total	8,831,508	8,564,352	9,472,009	12,670,821	8,720,500
Arthur Wastewater Treatment Plant – Phase 2 Upgrade	-	-	13,500,000	-	-
Grand Total	8,831,508	8,564,352	22,972,009	12,670,821	8,720,500

Capital Program Trend

Funding Model	2022	2023	2024	2025	2026
Source/Year					
Revenue (levy, fees, etc)	3,557,822	3,359,105	3,531,471	4,444,612	4,637,776
Grants	1,343,688	1,030,775	1,074,123	58,500	
Dev't Charges & Reserves	2,233,600	1,735,301	1,873,852	4,843,679	1,417,801
Developer Contributions	21,500	120,000	22,500	1,124,564	50,000
External Debt	-	-	-	-	-
Gas Tax	655,000	340,000	1,287,768	514,360	159,045
Sustained OCIF	900,000	1,979,171	1,682,295	1,685,106	1,405,878
Unfunded Amounts	119,898	-	-		1,050,000
Total	8,831,508	8,564,352	9,472,009	12,670,821	8,720,500
Arthur Wastewater Treatment Plant – Phase 2 Upgrade	-	-	13,500,000		
Grand Total	8,831,508	8,564,352	22,972,009	12,670,821	8,720,500

Capital Dollars Summary

Project Breakdown Department 2026



2026 Capital Budget Revisions

Project Name	Change Amount	Funding Source
Arthur Office Parking Lot	\$226,175.80	Reserve Funds
Backhoe loader	\$25,000.00	Tax Levy
Road Grader	\$10,000.00	Taxy Levy, Reserve Funds
Reconstruction - MF Drive (Design only)	\$100,000.00	User Fees, Reserve Funds
McPherson Park updates	\$50,000.00	Reserve Funds
Mount Forest Cenotaph	\$30,000.00	Tax Levy
Total	\$441,175.80	

Tax impact = \$30,000; majority of scope reductions funded by reserves.



Draft Capital Program – 2027-2028

- Departments submitted Capital Justification reports totaling \$18,535,951. Following staff deliberation and application of the Township’s capital prioritization framework (condition/risk, compliance, service impact, readiness, funding/ARL), ~\$9.8M was deferred to 2027–2028 Capital Program initial listing; projects not prioritized for 2026 are listed below.

Project Name	Amount
IT Projects	\$ 225,900.00
McPherson Park Upgrades	\$ 50,000.00
Mount Forest & District Sports Complex Mechanical Room	\$ 30,000.00
Mount Forest Cemetery masterplan	\$ 29,700.00
Mount Forest Cemetery survey and title issues	\$ 33,000.00
Mount Forest Cenotaph	\$ 30,000.00
Mount Forest Community Centre Demolition of Changerooms	\$ 200,000.00
Mount Forest Community Centre HVAC and Dehumidifier	\$ 170,000.00
Mount Forest cremated remains section	\$ 16,500.00
Reconstruction - Clarke Street between Walton to Domville	\$ 1,919,870.00
Reconstruction - Mount Forest Drive (DESIGN ONLY)	\$ 100,000.00

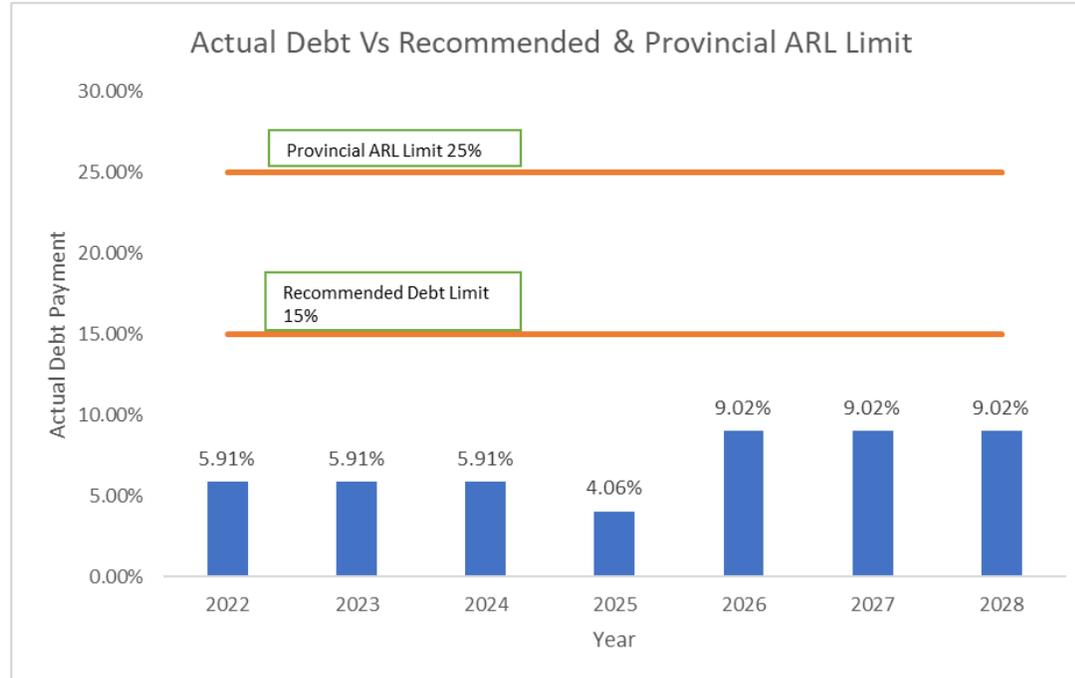
Draft Capital Program – 2027-2028 – Cont.

Project Name	Amount
Structure 21 Replacement (Sideroad 8E)	\$ 1,145,820.00
Arthur Arena Auditorium	\$ 750,000.00
Arthur Office Parking Lot	\$ 245,741.10
Arthur Pool	\$ 250,000.00
Bike Racks, Park Benches and Accessible Picnic Tables	\$ 25,000.00
Culvert Sideroad 9W (Concession 7 to Concession 6)	\$ 490,088.91
Downtown Mount Forest Community Space Upgrades	\$ 50,000.00
Gravel Top-up at municipal parking lots and trails	\$ 60,000.00
Reconstruction -Fergus Street Nbetween Birmingham Street E and Duraham Street E	\$ 1,846,740.50
Structure 21 Replacement (Sideroad 8E)	\$ 1,122,090.00
Arthur Arena Changerooms	\$ 1,000,000.00
Bike Racks, Park Benches and Accessible Picnic Tables	\$ 25,000.00
Total	\$ 9,815,450.51

A \$350,000 levy contribution for the Mount Forest Pool build will be included in each year's capital program at budget



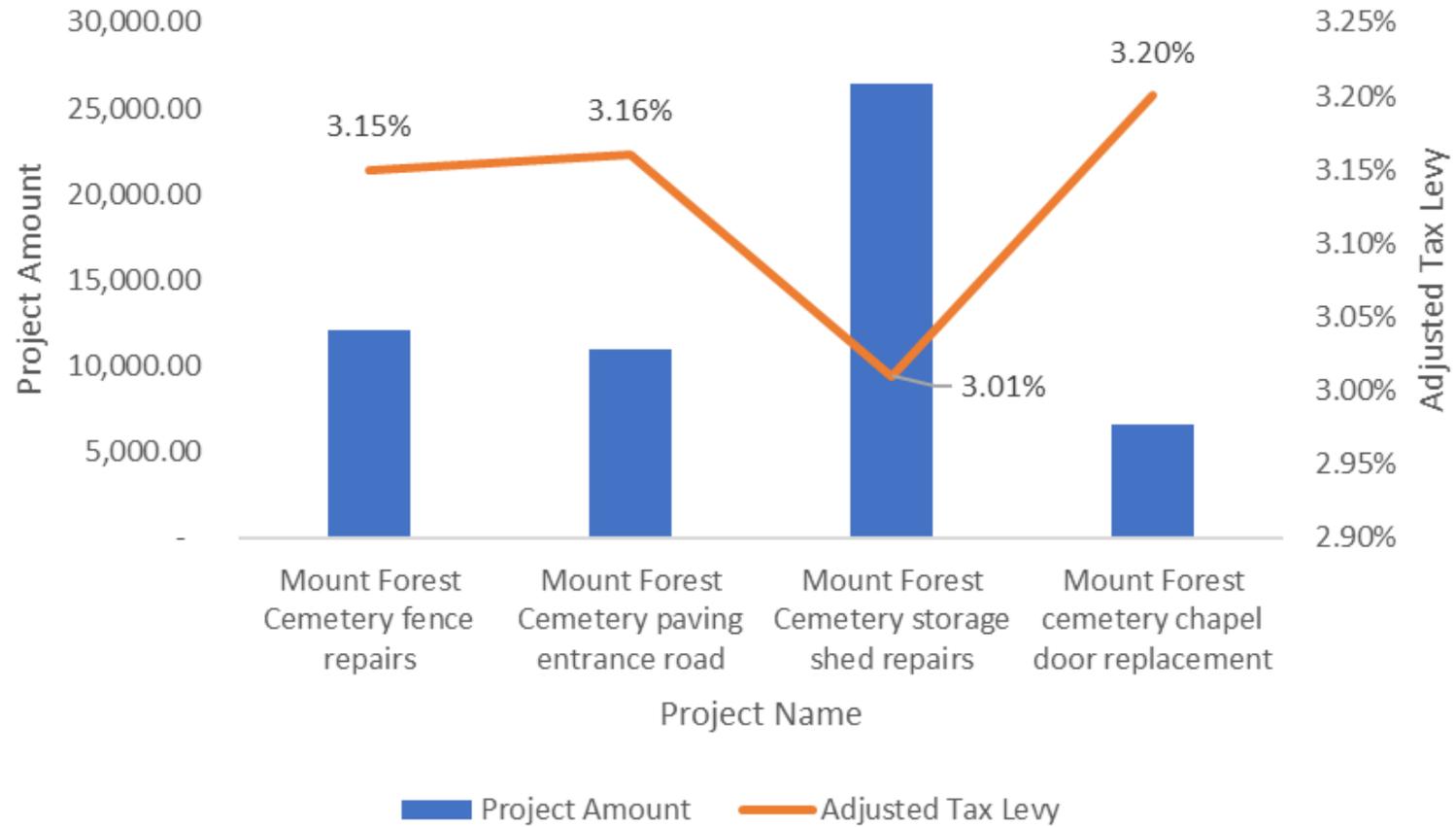
Debt Utilization & ARL Compliance



ARL includes principal and interest; post 2026 headroom remains ~\$2.22M

- Proposed 2026 debt: \$4,725,000 (Arthur WWTP Phase 2) and \$1,050,000 (Clarke St Smith–Walton).
- 2025 ARL (provincial): \$3,477,661. Existing annual debt service: \$565,252.78.
- New annual payment (both projects): \$689,433.64 Tax-supported: \$125,351.57; DC/Rate supported: \$564,082.07.

Levy sensitivity for cemetery projects



Council Direction
Required

Levy Decision

Additional feedback
or direction



Questions!



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2025-013

REPORT TITLE: 2026 Operating and Capital Budget

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-013 being a report on the Township of Wellington North 2026 Operating and Capital Budget;

AND THAT Council provide direction regarding the tax levy increments for 2026.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

TR 2025-007 2026 Budget Schedule

TR 2025-010 2026 Operating and Capital Budget

BACKGROUND

This report presents the second 2026 Operating and Capital Budget for Council's consideration and direction. Aligned with the Township's strategic priorities, the proposed budget balances sustained investment in critical infrastructure and services with current fiscal realities, pacing delivery within available funding while preserving operating flexibility.

ANALYSIS

The proposed municipal tax levy is revised to 3.26%, driven by higher in-year assessment growth (2.46%) and scope changes across both operating and capital. On the operating side, realignments and refinements (staffing cost reallocations, updated program/materials assumptions, conservation authority updates, and transfer adjustments for capital and reserves). The capital program has been refined with a gross scope reduction of \$441,175.80; however, only \$30,000 of that change affects the tax-supported share (most adjustments are reserve/DC-funded). For a typical single-family home assessed at \$271,636 (2016 CVA), the Township portion is now estimated to increase by \$48.18/year

(\$4.02/month). Financing continues to prioritize levy/rate contributions, reserves, grants, and DCs, with debt used selectively and tested against the Annual Repayment Limit (ARL) to preserve operating flexibility. As noted in the last presentation, this budget cycle also includes a two-year operating forecast (2027–2028) to surface emerging pressures and guide levy direction beyond 2026.

Council's decision on the cemetery capital projects will directly affect the levy. If all items are retained, the levy remains 3.26%; removing fence repairs (\$12,100) lowers it to 3.15%, paving the entrance road (\$11,000) to 3.16%, storage shed repairs (\$26,400) to 3.01%, and chapel door replacement (\$6,600) to 3.20%, the effects are additive if multiple items are removed.

CONSULTATION

CAO

All Department Heads

Conservation Authority

Utilities Providers

Insurance

FINANCIAL CONSIDERATIONS

The 2026 budget proposes a 3.26% levy increase, a total levy requirement of \$11,336,235, and a capital program of \$8,720,500 paced to core asset renewal and risk management. Funding emphasizes levy and user-fee contributions, reserves, grants, and development charges, with selective debt kept within the Township's Annual Repayment Limit to preserve operating flexibility.

ATTACHMENTS

Schedule A – 2026 Operating and Capital Budget Presentation

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: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-043

REPORT TITLE: 2025 Mayor's Charity Bonspiel

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-043 being a report on the 2025 Mayor's Charity Bonspiel;

AND THAT Council supports staff continuing to organize and deliver the Mayor's Charity Bonspiel in 2026.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

RAC 2019-024 Mayor's Charity Bonspiel
 RPL 2020-003 Mayor's Charity Bonspiel
 C&ED 2024-019 25th Anniversary of Amalgamation Celebrations
 C&ED 2024-040 2024 Mayor's Charity Bonspiel
 C&ED 2025-033 2025 Mayor's Charity Bonspiel

BACKGROUND

The first Mayor's Charity Bonspiel was hosted in February 2020 at the Arthur and Area Curling Club, raising \$4,500 for local youth groups and organizations. The 2020 event saw 64 curlers participate in the bonspiel, and was supported by two breakfast sponsors, three lunch sponsors, four sheet sponsors and nine silent auction sponsors.

The second Mayor's Charity Bonspiel was hosted in November 2024 at the Mount Forest Curling Club, raising \$8,000 for local youth groups and organizations. A total of 48 curlers participated, with several local businesses supporting the event through a presenting sponsor, lounge sponsor, two lunch sponsors, a breakfast sponsor, four sheet sponsors and five silent auction sponsors.

At its December 16, 2024 meeting, Council expressed its support of staff continuing to organize and deliver the Mayor's Charity Bonspiel in 2025. In consultation with Mayor Lennox, the proceeds from the 2025 event will be directed towards the new Mount Forest Outdoor Pool fundraising campaign. This aligns with the distribution of funds from previous bonspiels, as the funds will be donated to an initiative that benefits local youth. The fundraising goal for the 2025 event is \$10,000.

ANALYSIS

The 2025 Mayor's Charity Bonspiel presented by 88.7 The River was held on Friday, November 7 at the Arthur Curling Club. The event saw an overwhelming response from sponsors, with all sponsorship opportunities being claimed:

- Presenting Sponsor: 88.7 The River
- Hosted by: Arthur Curling Club
- Lounge Sponsor: Coburn Insurance
- "Beat the Mayor" Contest Sponsor: Associated Paving
- Lunch Sponsor: BM Ross and Associates
- Breakfast/Coffee Sponsor: Quality Homes
- Sheet Sponsors: Desjardins Insurance, Deryck West; Viking-Cives Inc. (2); Walker Industries (2); Ontario Bean Growers; Cover Up Flooring; and Teeswater Concrete.
- Prize Sponsor: MARCC Apparel
- Silent Auction Sponsors: Triton Engineering; Mount Forest Aquatics Ad-Hoc Advisory Committee; Township of Wellington North; County of Wellington; Fallis, McMillan and Ferrier; and Wes Sterling and Jessica Wilson-Sterling.

A total of 48 curlers across two draws participated, with the team skipped by Darren Jones winning the Early Draw, and Coburn Insurance winning the Late Draw and overall spiel.

This year's event surpassed expectations, raising \$10,245 for the new Mount Forest Outdoor Pool fundraising campaign.

To date, the three Mayor's Charity Bonspiels have raised a total of \$22,755 for local youth groups, programs and initiatives.

CONSULTATION

Mike Wilson, Community Development Coordinator
Mayor Andrew Lennox

FINANCIAL CONSIDERATIONS

The \$10,245 raised from the event will be distributed to the Mount Forest Aquatics Ad-Hoc Advisory Committee's fundraising campaign as per direction from the Mayor.

ATTACHMENTS

NA

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: Hosting the Mayor's Charity Bonspiel will increase engagement with community partners, raise funds for local causes, and enhance a sense of community.
- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

Councillor O'Neill addressed the Province's decision to discontinue Automated Speed Enforcement (ASE). As of November 14, 2025, all ASE programs across the Province have officially ended. The County cameras will remain in place and continue to collect data as speeding remains an issue. The Province is offering \$214,000 to the County to assist with speeding solutions within the 7 member municipalities.

Councillor O'Neill also spoke of expanding the business recycling program, the challenges of collection, and changes to the residential collection method. He also explained that there would not be additional fees for disposing of mattresses and box springs at County waste sites as these can be recycled.

PRESENTATIONS

1. Dustin Lyttle, Triton Engineering

- Arthur Water & Sanitary Systems, Technical Study Update

Mr. Lyttle provided an overview of the Water and Sanitary Systems study for Arthur, highlighting:

- Population growth and development expectations
- Current water system and growing water supply needs
- Future water systems that will be required and associated costs
- Recommendations and next steps for Wellington North's water and sanitary systems

2. Tammy Stevenson, Manager of Infrastructure & Engineering

- Report INF 2025-019, Arthur Master Servicing Technical Update

RESOLUTION: 2025-328

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-019 being a report on Arthur Master Servicing Technical Update;

AND THAT Council direct staff to post the Arthur Master Servicing Technical Update report on the Township website.

CARRIED

3. Derek Ali, MBA, P,Eng., President, DFA Infrastructure

John Murphy CPA, CMA, AMCT, Consultant DFA

- Wastewater Rates and Financial Plan

Mr. Murphy appeared before Council to discuss the Township's wastewater rates:

- October 29, 2025 Council approved the recommended annual 2% projected water rate increase, but the annual 8% wastewater rate was deferred.
- Alternative scenarios to the 8% increase and the impact those options would have were outlined. The three alternate options for the increase included, 5%, 4%, and 3.75%.

4. Jeremiah Idialu, Treasurer/Director of Finance

- Report TR 2025-011 being a report on the Township of Wellington North's Water and Wastewater Rate Study

RESOLUTION: 2025-329

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-011 being a report on the Township of Wellington North's Wastewater Rate Study;

AND THAT Council direct staff to implement Option 2, being an annual wastewater rate increase of 4% annually from 2026 until 2031.

CARRIED

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions on agenda items registered.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Special Meeting of Council, October 29, 2025

2. Regular Meeting of Council, November 3, 2025

RESOLUTION: 2025-330

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the minutes of the Special Meeting of Council held on October 29, 2025 and the Regular Meeting of Council held on November 3, 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

4a, 5b, 5c,

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2025-331

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT all items listed under Items For Consideration on the November 17, 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 Safe Communities Wellington County Leadership Table Meeting held on September 17, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-042 on the MacDonald's Home Appliance Community Improvement Plan application;

AND THAT Council approve a Façade & Signage Improvement Grant in the amount of \$2,500 to the MacDonald's Home Appliance for renovations to the façade.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-041 being a report on Celebrating Diversity and Inclusion in Wellington North;

AND THAT Council direct staff to proceed with the “All Are Welcome Here” decal design contest.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated November 7, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-014 declaration of surplus land 9135 Highway 6, Kenilworth;

AND THAT Council declare the lands at 9135 Highway 6, Kenilworth to be surplus to the needs of the municipality;

AND FURTHER THAT the Clerk be directed to provide notice of the declaration of surplus land pursuant to the Sale and Disposition of Land Policy 21.15

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Hon. Robert J. Flack, Minister of Municipal Affairs and Housing, dated October 30, 2025, regarding amendments to the Development Charges Act, 1997 (DCA) that were made by Bill 17, the Protect Ontario by Building Faster and Smarter Act, 2025, and corresponding changes to Ontario’s Building Code.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2025-332

Moved: Councillor Renken

Seconded: Councillor McCabe

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

CARRIED

Councillor McCabe left the meeting as he had declared a pecuniary interest.

RESOLUTION: 2025-333

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-016 Award of George Kirkness Municipal Drain;

AND THAT Council award Request for Proposal 2025-021 George Kirkness Drain (Asbridge) Highway 6 Crossing to Rice Construction Contracting Inc. at a project cost of \$108,000 (including contingencies) excluding applicable taxes;

AND FURTHER THAT Council award Request for Proposal 2025-022 George Kirkness Drain (Asbridge) Tile Drain to Dozlan Construction at a project cost of \$221,368 (including contingencies) excluding applicable taxes

AND FURTHER THAT Council authorize the Clerk or their designate to sign any necessary agreements with the successful bidders to execute this project.

CARRIED

Councillor McCabe returned to the meeting.

RESOLUTION: 2025-334

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-017 being a report on the remuneration for members of Council for 2027 to 2030;

AND THAT remuneration for the position of Mayor be set at \$40,000.00;

AND FURTHER THAT remuneration for the position of Councillor be set at \$25,000.00;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize the approved remuneration, effective January 1, 2027.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Renken (Ward 1):

- Mount Forest Aquatics Ad-Hoc Advisory Committee is hosting a Holiday Home Tour fundraiser on Saturday, November 22, 2025. Tickets are \$30, available at The Mount Forest Greenhouse, M&M Food Market, Plumes Main Street Interiors, and Coldwell Banker WIN Realty.

Councillor Hern (Ward 3):

- Grand River Conservation Authority special committee meeting on November 28, 2025. A recommendation will be brought forward relating to the Province's move to consolidate Conservation Authorities
- Arthur Chamber meeting on Wednesday, November 19, 2025 in the David Kozinets Meeting Room in Arthur.

Councillor McCabe (Ward 4):

- Saugeen Valley Conservation Authority meeting Thursday, November 20, 2025 will include discussion regarding the fate of Conservation Authorities in Ontario as the Province proposes to consolidate conservation authorities and create a new oversight committee. Council was encouraged to submit feedback on the proposal before the deadline of December 22, 2025. It was stated that if this consolidation proceeds, it is likely that the input of smaller municipalities will be lost.
- November 11, 2025, Remembrance Day Ceremony in Arthur, well attended
- Wellington North Fire Services Awards took place on Saturday, November 15, 2025. Congratulations to all of the recipients.
- November 28, 2025 installation of Margarett Rae Morrison (Luckock) plaque in Arthur

Mayor Lennox:

- Christmas Parades are approaching; Arthur Opti-Mrs. Santa Claus Parade, November 29, 2025, 7:00 p.m. and Mount Forest Lions Santa Claus Parade, December 5, 2025, 7:00 p.m.

BY-LAWS

- a. By-law Number 072-2025 being a by-law to declare lands to be surplus to the needs of the Municipality described as Part Lt 7 Survey George Cushing's Arthur Township, Lt 8 Survey George Cushing's Arthur Township, Part Lt 20, Con EOSR, Division 4 Arthur Township as in AN17217 and AN15896 Wellington North (9135 Highway 6)
- b. By-law Number 073-2025 being a by-law to authorize the execution of the Winter Maintenance Agreement between 207302 Ontario Inc. (Coffey) and The Corporation of the Township of Wellington North.
- c. By-law Number 074-2025 being a by-law to authorize the execution of the Winter Maintenance Agreement between Maple Ridge Estates Inc. (Coffey) and The Corporation of the Township of Wellington North.

RESOLUTION: 2025-335

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 072-2025,073-2025 and 074-2025 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating Lieutenant Samuel Lewis Honey, VC

CONFIRMING BY-LAW

RESOLUTION: 2025-336

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT By-law Number 075-2025 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 November 17, 2025 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2025-337

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Regular Council meeting of November 17, 2025 be adjourned at 8:40 p.m.

CARRIED

MAYOR

DEPUTY CLERK



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CULTURAL ROUNDTABLE MEETING MINUTES
THURSDAY, NOVEMBER 13 @ 12:00 PM
UPPER HALL, ARTHUR AND AREA COMMUNITY CENTRE**

Committee Members Present:

- Bonny McDougall, Chair
- Doris Cassan, Member
- Penny Renken, Councillor (left at 2:05 p.m.)
- Tim McIntosh, Member (left at 1:40 p.m.)
- Carol Vair, Member
- Faye Craig, Member

Regrets:

- Trina Reid, Member

Staff Members Present:

- Robyn Mulder, Economic Development Officer
- Mike Wilson, Community Development Coordinator

Calling to Order
Chair McDougall called the meeting to order at 12:07 p.m.
Adoption of Agenda
Moved by Member Cassan Seconded by Councillor Renken THAT the agenda for November 13, 2025, Wellington North Cultural Roundtable Committee meeting be accepted and passed. CARRIED
Disclosure of Pecuniary Interest
None
Minutes of Previous Meeting – October 16, 2025
The Committee reviewed the minutes of the previous meeting held on October 16, 2025. These minutes were accepted at the November 3, 2025 Wellington North Council Meeting. Moved by Member Cassan

Seconded by Member McIntosh

THAT the Wellington North Cultural Roundtable Committee receive for information the minutes of the October 16, 2025, Committee Meeting.

CARRIED

Deputation

None

Business Arising

None

New Business

Virtual Art Display

Committee discussed creating a virtual or YouTube presence to display local works of art, similar to the Township’s “25 Fun Facts and Folklore” campaign in 2024. Members noted this would be a great way to share the artistic talents of Township residents without the need of a physical display space.

ACTION: Members Cassan and Vair will talk with artisans about participation. An image and description of their work would be required. This could warrant a workplan item and a subgroup of the main committee members.

ACTION: Member Vair will be the first artist to participate in a pilot with her pieces. The committee has requested a mockup for the next Cultural Roundtable meeting.

“What Lies Beneath” Subcommittee Update

Update on the activities of the “What Lies Beneath” Arthur downtown subcommittee.

EDO Mulder gave an overview of the CIP façade grant program, and Member Cassan spoke to the work the subcommittee has completed in researching and identifying buildings of historical interest.

The question was asked if building owners be interested in giving information and history about the building, the age and the stories behind the buildings, etc. to assist the subcommittee with their research.

ACTION: Chair McDougall and Member Craig will continue their research and highlight what attributes these historical buildings have and document their findings.

Update on Workplan Items

Workplan Item 1: Wellington North Farmers’ Market

EDO Mulder presented an update of the Wellington North Farmers’ Market Holiday Boxes for the 2025 season. There are once again two specially curated boxes to choose from “Home for the Holidays” – a cozy mix of home goods and delicious seasonal treats and “Holiday Treats”

– a sweet and savory selection from local vendors to satisfy every craving this season. Both boxes are available now at \$89.00 each. Orders can be made until December 1 at www.tastereal.ca

Workplan Item 2: Cultural Grants and Donations

Moved by Member Cassan
Seconded by Member Craig

THAT the Wellington North Cultural Roundtable Committee uses a portion of the remaining dollars in the 2025 Cultural Events Funding and Sponsorship Program to fund the creation and installation of plaques under the Cultural Roundtable Barn Quilts located throughout the Township.

CARRIED

CDC Wilson provided an update on the 2025 Cultural Events Funding and Sponsorship Program, and spoke of the recent Council approval of the 2026 Community Grants and Donations Program.

CDC Wilson noted there is \$875 remaining in the 2025 Cultural Events Funding and Sponsorship Program. After discussion, the committee recommended using some of the remaining funds in the 2025 budget for the creation and installation of plaques underneath the Wellington North Cultural Roundtable Barn Quilts. These plaques will speak to the mandate of the Cultural Roundtable, and provide an explanation on the Cultural Roundtable's logo and the areas of cultural significance it represents.

Review of Criteria for Requests to Cultural Events Funding and Sponsorship Program

The committee reviewed a document created by Member Cassan outlining the criteria currently in the guidelines for the Cultural Events Funding and Sponsorship Program. This document would be used to assist the committee in scoring applications to ensure they meet the criteria of the program. After discussion, the committee recommended adding the following criteria to the scoring document:

- How many visitors/participants does the event/program serve?

The committee also recommended the following be added to the application form:

- Have you received funding in the past from the Cultural Events Funding and Sponsorship Program?

Further, the committee recommended that the wording of the program guidelines be changed to have successful applicants provide a follow-up report on their event to the Cultural Roundtable.

CDC Wilson will bring revised documents back to the committee for consideration at the next committee meeting.

Workplan Item 3: Cultural Moments

CDC Wilson updated Committee on the following Cultural Moments that were received by council:

- November 3: Wellington North Women Who Served
- November 17: Lieutenant Samuel Lewis Honey

After discussion, future topics were discussed with committee members offering to create:

- Arthur – Canada’s Most Patriotic Village (Member Craig)
- The Howitzer in Mount Forest
- Arthur and Mount Forest Christmas Hamper Programs (Member Craig/CDC Wilson)
- New Year’s Eve 1977 in Arthur (Chair McDougall)

Workplan Item 5: Wellington North Culture Days

No update

Workplan Item 6: Minto, Hanover, WN Cultural Roundtable partnership - Tourism Growth Program

No update

Items for Consideration

None

Upcoming Events

See below

Roundtable (verbal)

Councillor Renken

- Louise Marshall Hospital Auxiliary Bazaar, Sat Nov 15, luncheon, quilt draw, bake sale. Tickets are \$20.
- Knox Conn Presbyterian Church, annual Nativity display with over 600 Nativity Scenes. November 29/30 and December 6/7.

Date of next meeting and adjournment

Next Meeting: Thursday, February 12, 2026, 12:00 p.m. at the Mount Forest and District Sports Complex (Meeting Room). In the event of inclement weather, meeting will be hybrid/virtual.

Moved by Member Vair

THAT the Wellington North Cultural Roundtable Committee meeting of November 13, 2025, be adjourned at 2:19 p.m.

CARRIED



Membership Minutes

Membership Meeting #7-2025

September 17, 2025

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

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Services Coordinator
Jason Moir, FRCA Parks Supervisor
Erin Gouthro, Watershed Ecologist
Michelle Quipp, Executive Assistant

Others Present: Cory Bileya, Midwestern News Media
Greg Stewart, Donnelly Murphy Lawyers

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:00pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

Motion FA #79-25

Moved by: Alison Lobb

Seconded by: Evan Hickey

THAT a new agenda item, Chair and Members Reports, be added after the Consent Agenda.
(carried)

Motion FA #80-25

Moved by: Alvin McLellan

Seconded by: Evan Hickey

THAT the minutes from the General Membership Meeting #6-2025 held on June 18, 2025, be approved.
(carried)

4. Closed Session: Legal Matter-Macpherson Appeal

Motion FA #81-25

Moved by: Matt Duncan **Seconded by: Evan Hickey**

THAT the meeting be moved into a closed session.
(carried)

Motion FA #82-25

Moved by: Alison Lobb **Seconded by: Megan Gibson**

THAT the members accept the report provided by Greg Stewart.
(carried)

Motion FA #83-25

Moved by: Evan Hickey **Seconded by: Alvin McLellan**

THAT the meeting be moved back into an open session.
(carried)

5. Presentation on Summer Work Plan Highlights

Motion FA #84-25

Moved by: Megan Gibson **Seconded by: Alison Lobb**

THAT members accept the presentation by Jayne Thompson highlighting the summer work plan.
(carried)

6. Business Requiring Direction and or a Decision:

- a) Results of RFQ-Paving at Administration Office: Report #50-2025

Report #50-2025 was presented and the following motion was made:

Motion FA #85-25

Moved by: Alison Lobb **Seconded by: Evan Hickey**

THAT the Members award RFQ MC#25-04-CA to Melrose Paving Co. Ltd for the quoted price of \$44,091.42 plus HST.
(carried)

Motion FA #90-25**Moved by: Alvin McLellan****Seconded by: Evan Hickey**

THAT the members request a staff report with options and timelines to move forward with Wawanosh Campground.

(carried)

e) AODA Policy: Report #54-2025

Report #54-2025 was presented and the following motion was made:

Motion FA #91-25**Moved by: Alison Lobb****Seconded by: Vanessa Kelly**

THAT the Customer Service Accessibility Policy be approved;
AND THAT the Accessibility Feedback Process be approved. (carried)

7. Consent Agenda

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

- a) Revenue/Expenditure Report for June, July and August: Report #55-2025
- b) Agreements Signed: Report #56-2025
- c) 2025 Work Plan and Budget Update: Report #57-2025
- d) Correspondance:
 - i) Transfer of Conservation Authorities Program to MECP
 - ii) Resolution from the Twp. Of North Huron Re: Draft Program & Services Agreement

Motion FA #92-25**Moved by: Megan Gibson****Seconded by: Alvin McLellan**

THAT Report #55-2025, Report #57-2025 and correspondence about Resolution from the Twp. Of North Huron Re: Draft Program & Services Agreement, along with the respective motions as outlined in those reports be approved.

(carried)

Motion FA #93-25**Moved by: Megan Gibson****Seconded by: Matt Duncan**

THAT Report 56-2025 be approved as outlined.

(carried)

Motion FA #94-25**Moved by: Alison Lobb****Seconded by: Alison Lobb**

THAT the correspondence about Transfer of Conservation Authorities Program to MECP be accepted.
(carried)

7. Chair and Members Report:

Matt Duncan and Phil Beard will be attending a tour with MPP Lisa Thompson on September 22, 2025.

8. Succession Planning

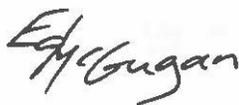
Report #58-2025 was presented to the members.

Motion FA #95-25**Moved by: Evan Hickey****Seconded by: Matt Ducnan**

THAT the Members accept Report #58-2025.

9. Adjournment: – Next Meeting Date, Wednesday, October 15, 2025, at 7:00pm at the Administration Centre in Wroxeter.**Motion FA #96-25****Moved by: Megan Gibson****Seconded by: Evan Hickey**

THAT the Members Meeting be adjourned at 9:15.
(carried)




Ed McGugan
Chair

Phil Beard
General Manager / Secretary-Treasurer

Membership Meeting #8-2025

October 15, 2025

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

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Services Coordinator
Patrick Huber-Kidby, Planning and Regulations Supervisor
Jason Moir, FRCA Parks Superintendent
Sarah Gunnewiek, Water Resources Engineer
Jeff Winzenried, Flood Forecasting Supervisor
Michelle Quipp, Executive Assistant

Others Present: Cory Bileya, Midwestern News Media
Irving Payne, Hearing Applicant
Brad Bowden, KB Shoring Inc.
Kris Bedard, KB Shoring Inc.
Annalies Hamers, Gorrie Conservation Area Delegate
Sonya Graham, Gorrie Conservation Area Delegate
Sherrri Govier, Wananosh Campground Delegate
Cheryl Govier, Wananosh Campground Delegate
Sherry Snell, Wananosh Campground Delegate
Pam Stewart, Wananosh Campground Delegate

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:00pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

Motion FA #97-25

Moved by: Megan Gibson Seconded by: Alison Lobb

THAT the minutes from the General Membership Meeting #7-2025 held on September 17, 2025, be approved.

(carried)

4. Hearing #1-2025-Section 28 Conservation Authorities Act: Mr. Payne

Motion FA #98-25

Moved by: Alvin McLellan Seconded by: Evan Hickey

THAT the meeting will start sitting as a hearing board.

(carried)

A staff report by Patrick Huber-Kidby was presented to the members. Kriss and Irving Pyane presented material to the members.

Motion FA #99-25

Moved by: Evan Hickey Seconded by: Vanessa Kelly

THAT the meeting is moved into a closed session at 8:03pm.

(carried)

Motion FA #100-25

Moved by: Megan Gibson Seconded by: Evan Hickey

THAT the meeting be moved into an open session at 8:24 pm.

(carried)

Motion FA #101-25

Moved by: Evan Hickey Seconded by: Sharen Zinn

To defer to obtain additional information.

(carried)

Motion FA #102-25

Moved by: Alvin McLellan Seconded by: Alison Lobb

THAT the meeting will adjourn sitting as a hearing board 8:28pm.

(carried)

5. Delegations

- a) Gorrie Conservation Area – 8:30

A presentation by Annalies Hamers and Sonya Graham was presented to the members. The Delegation would like to see the Township of Howick assume responsibility for the Gorrie Conservation Area.

b) Wawanosh Campground

A presentation by Sherri Govier and Sherry Snell was presented to the members. The Wawanosh seasonal campers would like the campground to remain open.

Requests from both delegations to be discussed at the November 19, 2025 meeting.

6. Business out of the Minutes

a) Wawanosh Campground

Motion FA #103-25

Moved by: Ed Podniewicz Seconded by: Sharen Zinn

To defer until the next members meeting.

(carried)

7. Business Requiring Direction and or a Decision:

a) 2026-2028 Priorities and Budget Forecast: Report #60-2025

Report #60a-2025 was presented and the following motion was made:

Motion FA #104-25

Moved by: Alvin McLellan Seconded by: Matt Duncan

THAT the priorities identified for 2026-2028 as outlined in Report #60a-2025 be approved for planning purposes and used to guide the development of the 2026 work plan.

(carried)

Report #60b-2025 was presented and the following motion was made:

Motion FA #105-25

Moved by: Evan Hickey Seconded by: Matt Duncan

THAT the 2026-2028 financial forecast be accepted with the addition of a proposed cost apportionment increase of \$154,481 for 2028 for planning purposes;

AND THAT the 2026 draft budget includes a proposed cost apportionment increase of \$175,000; AND FURTHER THAT the amount of the approved cost apportionment allocated for projects be increased by \$10,000 per year over the next three years.

(carried)

b) Review of Fees Policy: Report #61-2025

Report #61-2025 was presented and the following motion was made:

Motion FA #106-25

Moved by: Megan Gibson **Seconded by: Alvin McLellan**

THAT the Fees Policy be approved for 2026.

(carried)

c) Review of Proposed Fee Changes for 2026: Report #62-2025

Report #62-2025 was presented and the following motion was made:

Motion FA #107-25

Moved by: Ed Podniewicz **Seconded by: Alison Lobb**

THAT the proposed fee changes be posted for review and comment and that comments be reviewed at the November 19, 2025 meeting.

(carried)

8. Presentation on Flood Forecasting System: Jeff Winzenried & Sarah Gunnewiek

A presentation by Jeff Winzenried and Sarah Gunnewiek was made to the members about the flood forecasting system and MVCA's responsibilities.

Motion FA #108-25

Moved by: Evan Hickey **Seconded by: Megan Gibson**

THAT the presentation is accepted as presented.

(carried)

9. Chair and Member Reports

No Chair or Member reports.

10. Consent Agenda

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

- a) Revenue/Expenditure Report for September: Report #63-2025
- b) Agreements Signed: Report #64-2025

Motion FA #109-25**Moved by: Alvin McLellan****Seconded by: Alison Lobb**

THAT Report #63-2025 to Report #64-2025 along with the respective motions as outlined in those reports be approved.

(carried)

11. Adjournment

Next Meeting Date, Wednesday, November 19, 2025, at 7:00pm at the Administration Centre in Wroxeter.

Motion FA #110-25**Moved by: Megan Gibson****Seconded by: Vanessa Kelly**

THAT the Members Meeting be adjourned at 9:50pm.

(carried)



Ed McGugan
Chair



Phil Beard
General Manager / Secretary-Treasurer



MOUNT FOREST BUSINESS IMPROVEMENT

ANNUAL GENERAL MEETING MINUTES November 19th, 2025 @ 8:00 AM

Lower Leisure Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

DIRECTORS PRESENT

Andrew Coburn, Dwight Benson, Erin Kiers, Kyle Dallaire, Jessica McFarlane, Rachel Whetham

OTHER ATTENDEES

Jaime Parker (Treasurer), Tanya Matthews, Penny Renken, Pete Mohr, Sathu Yoganathan, Leanne Clark

APPROVAL OF AGENDA

Moved by Kyle Dallaire and seconded by Jessica McFarlane to approve the agenda, as circulated. **Motion carried.**

ADOPTION OF MINUTES

Moved by Jessica McFarlane and seconded by Dwight Benson to adopt the minutes from the Nov 13th, 2024, AGM as circulated with the Agenda. **Motion carried.**

COMMENTS FROM THE CHAIR

Andrew shared that 2025 has been another very productive year and we've welcomed James Hartright, the new street cleaner, and Tanya Matthews, the new administrative assistant. Andrew personally thanks all the board members for their hard work this year.

Some projects to highlight from this year, including the ongoing updating of the street lights downtown, to provide some clearer, brighter lighting. The latest installation of the bumped-out crosswalk downtown was supported by the BIA with a \$20,000 contribution. Flowers, which are also supported by the BIA, were widely complimented this year. Other supported items include the free downtown wifi, Christmas lights, yearly tree lighting and the Halloween Haunt.

Andrew forwarded a special thanks to Erin for the many things she does for the downtown and the BIA with a specific acknowledgement for the Art Alley and fencing beside Topsy Fox.

Another large project - Reimagined Laneway - is ongoing and will be forwarded to 2026.

2025 TREASURER'S REPORT

Jaime went over the financial statement for the current term. Net Income \$38,000.00, Net Expenses \$38,894.81, Net Surplus (loss) \$894.81.

Current bank balance \$62,189.93
 Accounts Receivable \$7,143.53
 Current HST Refund \$1,849.24
 Accounts Payable \$20,401.15
 Projected Bank Balance \$50,781.55

2026 WORKPLAN AND BUDGET PRESENTATION

Andrew presented the workplan and budget estimate as follows:

<u>Income</u>	
Projected Opening Balance	\$ 50,500
Property Owners Contributions (82 @ \$365.85)	\$ 30,000
Street Cleaning	\$ 2,990
HST Rebate	\$ 1,849
Total Forecast Revenue	\$ 85,339
<u>Expenses</u>	
Led Downtown Streetlight Replacement	\$ 25,000
Flowers	\$10,000

Main St Beautification (Reimagined Laneway)	\$ 50,000
Event Marketing, Promotion (Halloween & Christmas Tree lighting)	\$ 1,500
Fireworks Festival Donation	\$2,000
Christmas Decorations (snowflakes, lighting)	\$ 4,000
Garbage Can Replacement	\$ 3,000
Street Cleaning (first week of May for 26 weeks)	\$ 3,500
Landscaping Maintenance	\$ 2,000
OBIAA Membership	\$ 300
OBIAA Conference Attendance	\$1,000
BIA Admin Support	\$ 3,000
Accounting	\$ 1,000
Advertising	\$ 500
Office, Misc	\$ 1,000
Bank Charges	\$ 100
WiFi	\$ 3,000
Storage (WPP)	\$ 500
Total Forecast Expenses	\$ 111,400
<u>Ending Balance</u>	\$ (26,061)

OVERVIEW OF 2026 AND BEYOND WORKPLANS

- Contingent Deficit
- LED Street Lights - 50% cost share proposed to township
- Reimagined Laneway
- Flowers
- Events
- Wifi

MOTIONS TO APPROVE:

- Transfer allocation of \$50,000 for Reimagined Laneway from 2025 to 2026 budget

Moved by Jessica McFarlane and seconded by Kyle Dallaire to approve the transfer of \$50,000 from the 2025 to 2026 budget for the Reimagined Laneway.

Motion carried.

- 2026 Workplan as presented

Moved by Andrew Coburn and seconded by Dwight Benson to approve the 2026 work plan as presented.

Motion carried.

- 2026 BIA Tax Levy of \$365.85

Moved by Andrew Coburn and seconded by Kyle Dallaire to approve the 2026 BIA Tax Levy of \$365.85.

Motion carried.

MOTION TO RECOMMEND AND APPROVE BIA DIRECTORS

Andrew Coburn; Chair
 Dwight Benson
 Bill Nelson
 Jessica McFarlane
 Councillor Sherry Burke
 Rachel Whetham
 Erin Kiers (non-voting)
 Kyle Dallaire

Andrew Coburn motions approval for the 2026 BIA directors, seconded by Rachel Whetham.

Motion carried.

NEXT MEETING

Proposed date of the next AGM is November 18th, 2026.

ADJOURNMENT

Meeting adjourned at 9:15am.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council
 DATE: 2025-12-01
 MEETING TYPE: Open
 SUBMITTED BY: Tammy Pringle, Development Clerk
 REPORT #: DEV 2025-025
 REPORT TITLE: Notices Received for Consent Applications B52-25, B53-25 & B57-25

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DEV 2025-025 regarding the Notice of Decision for Consent Applications B52-25 & B53-25 and the Notice of Deferral for Consent Application B57-25, received from the County of Wellington Planning and Land Division Committee:

- B52-25 Trustees of St. Andrew's Presbyterian Church of Canada, Part Lots 7 & 8, w/s Fergus St, Plan Town of Mount Forest with civic addresses 191 Fergus Street North and 196 Birmingham Street East in the town of Mount Forest (Severance);
- B53-25 Trustees of St. Andrew's Presbyterian Church of Canada, Part Lots 7 & 8, w/s Fergus St, Plan Town of Mount Forest with civic addresses 166 Birmingham Street East and 196 Birmingham Street East in the town of Mount Forest (Severance);
- B57-25 Yvonne Bailes-Mulder, Part Lot 17, Concession A with civic addresses 7539 and 7475 Highway 6 in the former Township of Peel (Lot Line Adjustment).

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- DEV 2025-016 Consent B52-25 Trustees of St. Andrews Presbyterian Church of Canada (Oct. 20, 2025)
 - Resolution in Support: 2025-287
- DEV 2025-017 Consent B53-25 Trustees of St. Andrews Presbyterian Church of Canada (Oct. 20, 2025)
 - Resolution in Support: 2025-288
- DEV 2025-018 Consent B57-25 Yvonne Bailes-Mulder (Oct. 20, 2025)
 - Resolution in Support, provided the lot area is reduced to 0.4 – 0.8 ha (1-2 ac) to reflect a typical rural residential lot: 2025-289

BACKGROUND

The County of Wellington is the approval authority for Consent Applications which include:

severances, lot line adjustments and easements. The Township of Wellington North is a commenting agency for applications within the municipality.

ANALYSIS

Notice of Decision has been received from the County of Wellington Planning and Land Division Committee on applications B52-25 and B53-25.

Council was in support of both of these applications, and the required conditions have been added to the decision.

The last day to file an appeal to the Ontario Land Tribunal for the above applications is December 9, 2025.

Notice of Deferral has been received from the County of Wellington Planning and Land Division Committee on application B57-25.

Council was in support of this application with the added provision that the lot area is reduced to 0.4 – 0.8 ha (1-2 ac) to reflect a typical rural residential lot.

CONSULTATION

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

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

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

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

DEV 2025-025 **APPENDIX A** Notice of Decision B52-25

DEV 2025-025 **APPENDIX B** Notice of Decision B53-25

DEV 2025-025 **APPENDIX C** B52-25 & B53-25 Severance Sketch 25-10136
Prepared by Greg Ford at Wilson-Ford Surveying & Engineering dated June 13, 2025

DEV 2025-025 **APPENDIX D** Notice of Deferral B57-25

DEV 2025-025 **APPENDIX E** B57-25 Severance Sketch 34701.25

STRATEGIC PLAN 2024

N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

APPENDIX A - NOTICE OF DECISION B52-25

072

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

November 19, 2025

EXPLANATION OF APPEAL PROCEDURES

DEAR SIR or MADAM:

Attached is a **Notice of Initial Decision on Application for Consent B52-25** pursuant to the provisions of the Ontario Planning Act.

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

Who Can File An Appeal

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

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

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

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

RECIPIENTS:

APPLICANT – Trustees of St. Andrew's Presbyterian Church of Canada AGENT – Greg Ford MUNICIPALITY - Twp. Wellington North
COUNTY PLANNING DEPARTMENT BELL CANADA
SAUGEEN VALLEY CONSERVATION AUTHORITY REGIONAL ASSESSMENT OFFICE

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

ONTARIO PLANNING ACT, Section 53(14)

NOTICE of DECISION

File B52-25

APPLICANT

Trustees of St. Andrew's Presbyterian
Church of Canada
196 Birmingham St. E
Mount Forest ON N0G 2L2

LOCATION OF SUBJECT LANDS

Township of Wellington North (Mount Forest)
Part Lots 7 & 8
w/s Fergus St., Plan Town of Mount Forest

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

In the matter of an application by Trustees of St. Andrew's Presbyterian Church of Canada pursuant to Section 53 of the Planning Act, R. S. O. 1990 as amended for consent to convey land for urban residential use, being Part of Lot 8, West of Fergus Street, Plan Town of Mount Forest, Mount Forest, now Township of Wellington North, **PROVISIONAL CONSENT IS GRANTED SUBJECT TO THE FULFILMENT OF 5 CONDITIONS OF APPROVAL.** The Planning and Land Division Committee has the opinion that a plan of subdivision of the subject lands is not necessary for the proper and orderly development of the municipality for this proposal; that the proposal satisfies generally the intent of the criteria of Section 51, subsection 24 of the Planning Act, R.S.O. 1990 as amended; and that the proposal is consistent with the intent and policies of the Provincial Policy Statement; and that it conforms generally to the intent and policies of the County's official plan; and, further, that the proposal represents compatible development and good planning.

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

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

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

CONDITIONS OF APPROVAL TO BE FULFILLED NO LATER THAN (4:00 p.m.) ON NOVEMBER 20, 2027

- 1 **THAT** the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
- 2 **THAT** the Solicitor for the Owner give a signed undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document including the Form 2 Certificate for Consent
- 3 **THAT** the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review and issuance of the Certificate of Consent for the severed parcel.
- 4 **THAT** the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the secretary-treasurer of the Planning and Land Division Committee.
- 5 **THAT** the owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$250.00 for Township Clearance Letter of conditions – or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

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

NOTICE OF DECISION ON APPLICATION B 52-25, continued:

PLEASE BE ADVISED:

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

WE, the undersigned



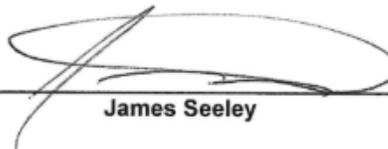
Michael Dehn



Shawn Watters



Gregg Davidson



James Seeley



Chris White

CONCURRED IN THE ABOVE DECISION TO GRANT PROVISIONAL CONSENT ON NOVEMBER 13, 2025

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

DECEMBER 9, 2025

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

DATED: NOVEMBER 19, 2025 SIGNED: Deborah Towler

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

November 19, 2025

EXPLANATION OF APPEAL PROCEDURES

DEAR SIR or MADAM:

Attached is a **Notice of Initial Decision on Application for Consent B53-25** pursuant to the provisions of the Ontario Planning Act.

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

Who Can File An Appeal

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

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

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

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

RECIPIENTS:

APPLICANT - Trustees of St. Andrew's Presbyterian Church of Canada AGENT – Greg Ford MUNICIPALITY – Twp of Wellington North
 COUNTY PLANNING DEPARTMENT BELL CANADA
 SAUGEEN VALLEY CONSERVATION AUTHORITY REGIONAL ASSESSMENT OFFICE

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

ONTARIO PLANNING ACT, Section 53(14)

NOTICE of DECISION

File B53-25

APPLICANT

Trustees of St. Andrew's Presbyterian
 Church of Canada
 196 Birmingham St. E
 Mount Forest ON N0G 2L2

LOCATION OF SUBJECT LANDS

Township of Wellington North (Mount Forest)
 Part Lots 7 & 8
 w/s Fergus St., Plan Town of Mount Forest

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

In the matter of an application by Trustees of St. Andrew's Presbyterian Church of Canada pursuant to Section 53 of the Planning Act, R. S. O. 1990 as amended for consent to convey land for urban residential use, being Part of Lot 7, West of Fergus Street, Plan Town of Mount forest, Mount Forest, now Township of Wellington North, **PROVISIONAL CONSENT IS GRANTED SUBJECT TO THE FULFILMENT OF 7 CONDITIONS OF APPROVAL.** The Planning and Land Division Committee has the opinion that a plan of subdivision of the subject lands is not necessary for the proper and orderly development of the municipality for this proposal; that the proposal satisfies generally the intent of the criteria of Section 51, subsection 24 of the Planning Act, R.S.O. 1990 as amended; and that the proposal is consistent with the intent and policies of the Provincial Policy Statement; and that it conforms generally to the intent and policies of the County's official plan; and, further, that the proposal represents compatible development and good planning.

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

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

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

CONDITIONS OF APPROVAL TO BE FULFILLED NO LATER THAN (4:00 p.m.) ON NOVEMBER 20, 2027

- 1 **THAT** the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
- 2 **THAT** the Solicitor for the Owner give a signed undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document including the Form 2 Certificate for Consent
- 3 **THAT** the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review and issuance of the Certificate of Consent for the severed parcel.
- 4 **THAT** the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the secretary-treasurer of the Planning and Land Division Committee.
- 5 **THAT** the owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$250.00 for Township Clearance Letter of conditions – or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 6 **THAT** the Owner provides documentation that existing municipal and private service(s) locations are within the severed parcel (166 Birmingham St. E.), with no encroachments to the lands being retained (196 Fergus St. N.). The existing water service, sanitary service and/or storm service to be located by utility locates including field line painting and electronic copy on private property be filed with the Infrastructure Department, to the satisfaction of the Township. Contact Infrastructure Department prior to complete the work; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 7 **THAT** if the existing municipal or private service(s) for the severed lands trespasses onto the retained lands, a new service shall be installed through the Service Connection Policy process to the severed lands and private pipe to be installed entirely on the severed lands at the expense of the Owner by obtaining a Service Connection Permit; and further that the Township of Wellington North file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

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

NOTICE OF DECISION ON APPLICATION B 53-25, continued:

PLEASE BE ADVISED:

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

WE, the undersigned



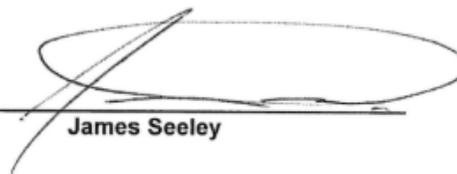
Michael Dehn



Shawn Watters



Gregg Davidson



James Seeley



Chris White

CONCURRED IN THE ABOVE DECISION TO GRANT PROVISIONAL CONSENT ON NOVEMBER 13, 2025

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

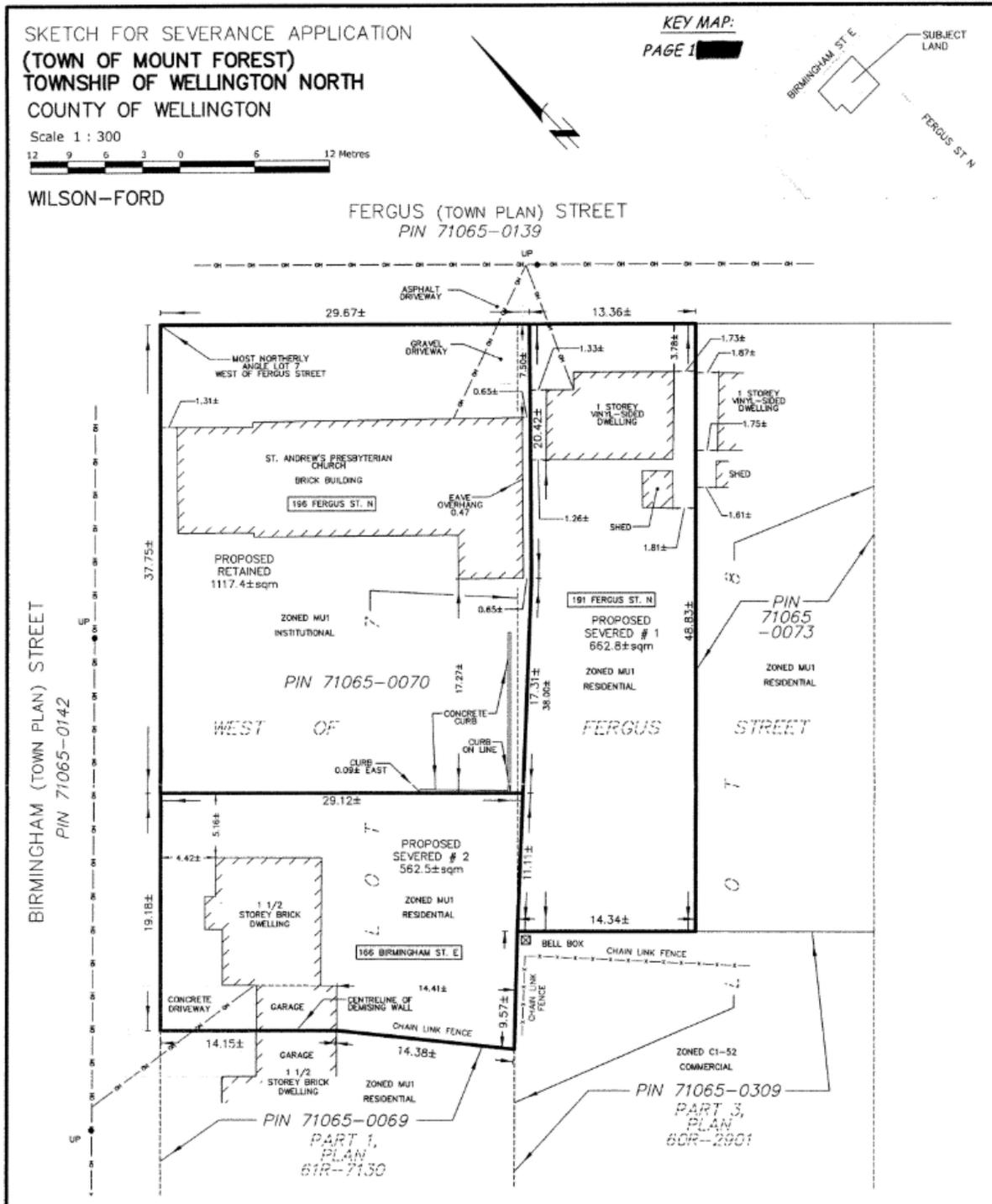
DECEMBER 9, 2025

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

DATED: NOVEMBER 19, 2025 SIGNED: David Todd

APPENDIX C – B52-25 & B53-25 SEVERANCE SKETCH

078



	ZONING: MU1 (MIXED USE-RESIDENTIAL)			ZONING: MU1 (MIXED USE-INSTITUTIONAL)	
	PRESCRIBED	SEVERED # 1	SEVERED # 2	PRESCRIBED	RETAINED
MIN FRONTAGE	12.0m	13.36±m	19.18±m	20.1m	29.67±m
MIN AREA	371.6sqm	662.8±sqm	562.5±sqm	615.0sqm	1117.4±sqm
FRONT YARD, MIN	6m	3.78±m	4.42±m	7.6m	1.31±m (BIRMINGHAM ST) 7.50±m (FERGUS ST)
INT SIDE YARD, MIN	1.2m	1.26±m	5.16±m		0.65±m
REAR YARD, MIN	7.6m	38.00±m	14.41±m	7.6m	17.27±m
LOT COVERAGE, MAX	40%	11.5±%	19.8±%	40%	24.4±%

NOTES:
 CIVIC ADDRESS:
 191 FERGUS ST NORTH
 196 FERGUS ST NORTH
 166 BIRMINGHAM ST EAST
 MOUNT FOREST, ON
 ZONING: MU1
 DIMENSIONS SHOWN HEREON REPRESENT A COMPILATION OF VARIOUS PLANS AND DEEDS AND DO NOT REFLECT THE RESULTS OF AN ACTUAL CURRENT FIELD SURVEY.

CAUTION
 THIS SKETCH IS NOT A PLAN OF SURVEY. IT WAS PREPARED FOR THE LIMITED USE OF ST. ANDREW'S PRESBYTERIAN CHURCH FOR SEVERANCE APPLICATION PURPOSES ONLY. THIS PLAN IS TO REMAIN CONFIDENTIAL, IS PREPARED UNDER COPYRIGHT AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.
 © WILSON FORD SURVEYING & ENGINEERING 2025
 NO PERSON MAY COPY, REPRODUCE, ALTER OR DISTRIBUTE THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF WILSON FORD SURVEYING & ENGINEERING.

13 JUNE, 2025
 DATE

 GREG FORD, P.Eng (CIVIL)

WILSON - FORD
 Surveying & Engineering
 118 NORPARK AVENUE., Box 294,
 MOUNT FOREST ON, N0G 2L0
 PHONE (519)323-2451
 PROJECT No.: 25-10136
 ST. ANDREW'S PRESBYTERIAN CHURCH



COUNTY OF WELLINGTON

LAND DIVISION COMMITTEE
DEBORAH TURCHET, SECRETARY-TREASURER
T 519.837.2600 x 2160
F 519.837.3875
E debt@wellington.ca
E landdivisioninfo@wellington.ca

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH ON N1H 3T9

November 19, 2025

Jeff Buisman
Van Harten Surveying
2106 Gordon Street
GUELPH, ON N1L 1G6

Dear Mr. Buisman:

Re: Application B57-25
Yvonne Bailes-Mulder
Part Lot 17, Concession A, Township of Wellington North

After consideration of this application by the Land Division Committee on November 13, 2025, the following motion was passed regarding a deferral of this application.

Moved by Councilor Watters

Seconded by Councilor Davidson

THAT at the request of the agent, application B57-25 be deferred for further consideration with the applicant related to comments received and the Land Division Committee discussion.

Carried (5-0)

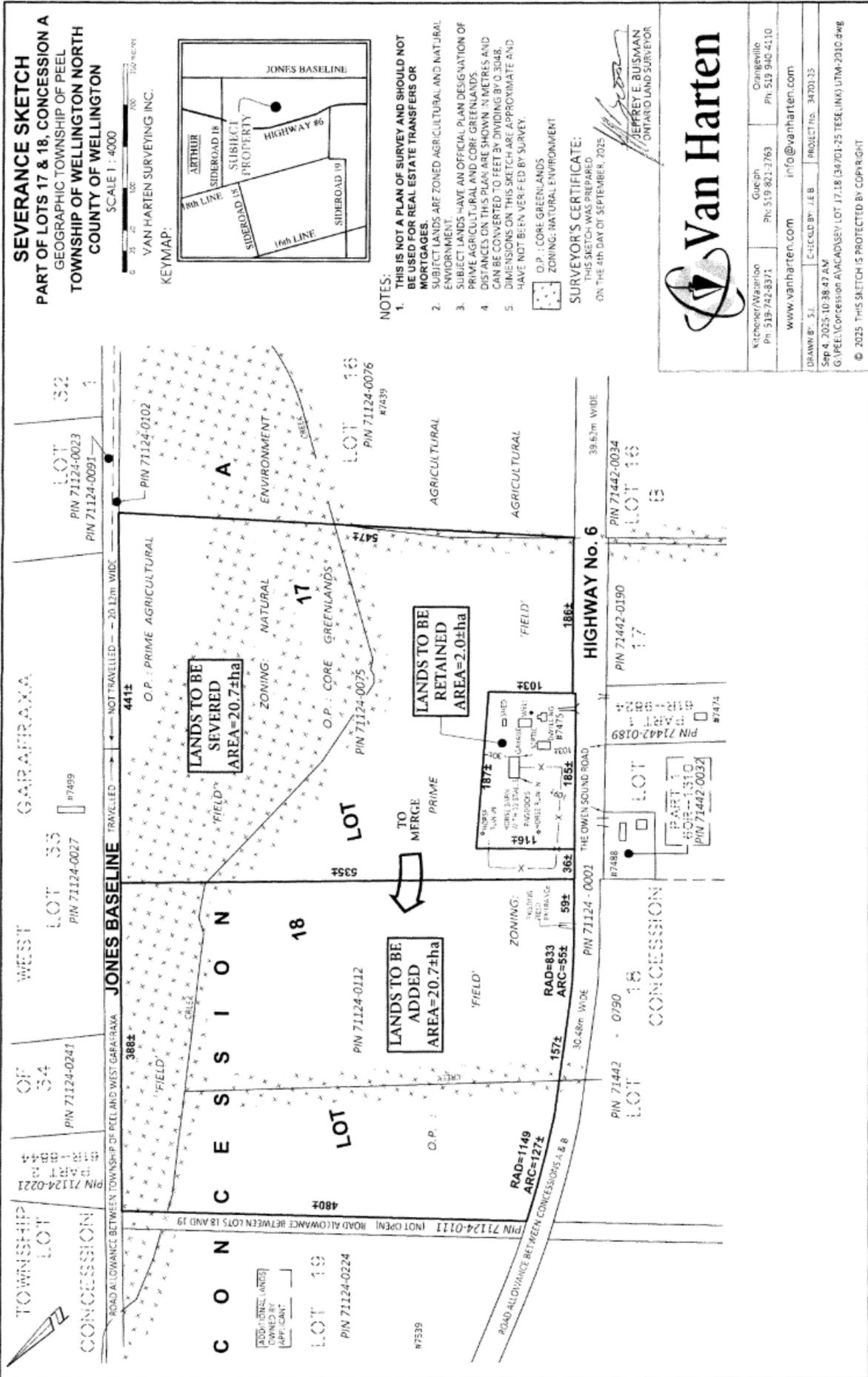
Please submit any updated information that will assist the Land Division Committee with their review.
email: landdivisioninfo@wellington.ca The application will then be scheduled for consideration before the Committee at the next available date.

Sincerely,

Deborah Turchet
Secretary-Treasurer

cc—Tammy Pringle, Clerk, Township of Wellington North
Zachary Prince, Senior Planner, Wellington County

APPENDIX E - B57-25 SEVERANCE SKETCH





TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Darren Jones, Chief Building Official

REPORT #: CBO 2025-017

REPORT TITLE: Building Permit Review October 2025

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CBO 2025-017 being the Building Permit Review for the month of October 2025.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

- CBO 2025-015 Building Permit Review for the month of September 2025

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	RESIDENTIAL UNITS CREATED
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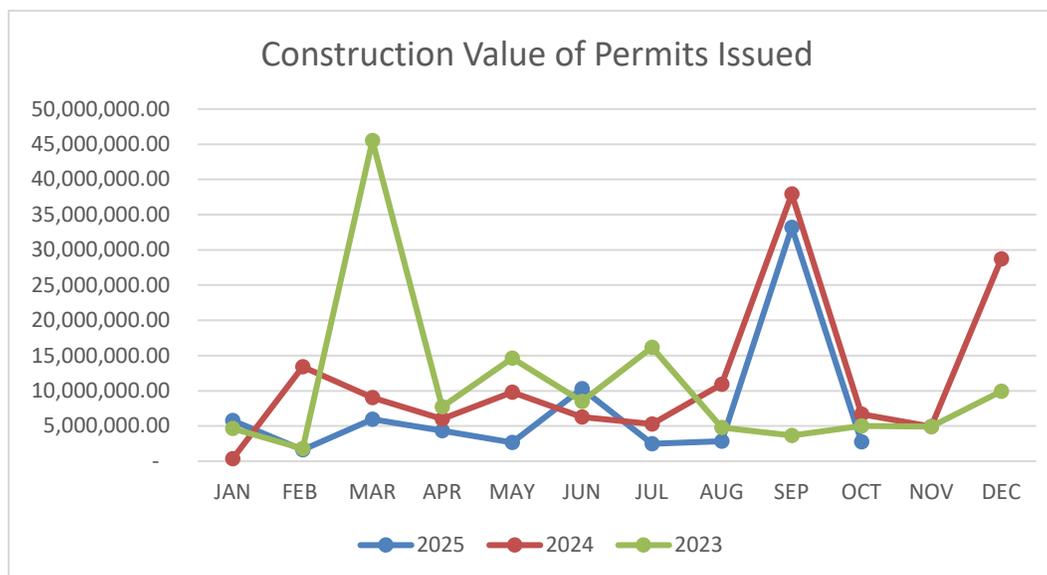
Residential Building	4	1,079,999.00	6,844.60	2
Accessory Structures	1	12,500.00	287.60	0
Pool Enclosures	0	0.00	0.00	0

Assembly	0	0.00	0.00	0
Institutional	0	0.00	0.00	0
Commercial	0	0.00	0.00	0
Industrial	1	200,000.00	4,410.00	0
Agricultural	4	1,364,500.00	15,404.32	0
Sewage System	3	55,195.00	1,860.00	0
Demolition	4	25,000.00	1,150.00	-1

Monthly Total	17	2,737,194.00	29,956.52	1
Total Year to Date	217	71,955,092.00	438,394.17	40

12 Month Average	21	8,801,666.00	47,216.06	8
10 Year Monthly Avg.	19	3,219,171.40	28,706.02	4
10 Year, Year to Date Avg.	255	63,260,164.00	439,216.02	81

ANALYSIS



CONSULTATION

None.

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

None.

STRATEGIC PLAN 2024

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

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Mandy Jones, Manager Community & Economic Development

REPORT #: C&ED 2025-044

REPORT TITLE: Community Improvement Plan Hair by Trina

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2025-044 on the Hair by Trina Community Improvement Plan application;

AND THAT Council approve a Façade & Signage Improvement Grant in the amount of \$285.50 to Hair by Trina for new business signage.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

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

BACKGROUND

Our **Community Improvement Program (CIP)** enables the Municipality to provide grants to individuals, businesses, and organizations who are making improvements to their buildings and property all in an effort to support revitalization and redevelopment activities in our community. Since the program was launched in 2011, 179 applicants have applied for and been approved for funding under the program.

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

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

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

YEAR	NUMBER OF APPLICANTS	MUNICIPAL APPROVAL	AMOUNT ADVANCED	APPLICANT CONTRIBUTION	TOTAL \$ VALUE OF IMPROVEMENTS
2012 Totals	4 applicants	\$9,715	\$7,500	\$39,722	\$49,437
2013 Totals	4 applicants	\$11,400	\$10,778	\$18,910	\$30,310
2014 Totals	9 applicants	\$26,195	\$25,247	\$62,098	\$88,293
2015 Totals	7 applicants	\$26,050	\$26,050	\$57,960	\$84,010
2016 Totals	9 applicants	\$20,299	\$18,358	\$61,538	\$81,838
2017 Totals	12 applicants	\$52,757	\$50,257	\$197,305	\$250,062
2018 Totals	11 applicants	\$43,879	\$35,880	\$191,645	\$235,524
2019 Totals	29 applicants	\$88,137	\$65,189	\$534,597	\$622,734
2020 Totals	35 applicants	\$79,132	\$79,132	\$604,769	\$683,901
2021 Totals	17 applicants	\$60,798	\$50,798	\$889,795	\$950,593
2022 Totals	12 applicants	\$21,411	\$17,500	\$61,756	\$83,167
2023 Totals	10 applicants	\$33,220	\$30,720	\$906,020	\$939,240
2024 Totals	11 applicants	\$26,080	\$26,080	\$67,963	\$94,043
2025 Totals	9 applicants	\$25,582	\$15,582	\$175,906	\$201,488
Totals	179 applicants	\$524,655 (12%)	\$459,071	\$3,869,984 (88%)	\$4,394,640

The County of Wellington offers "top-up" funding through its Community Improvement Funding (CIF) programme for businesses already approved in their local municipality's Community Improvement Plan. In 2025, four Wellington North businesses have received County funding totalling \$30,000.

GOAL

The Community Improvement goals continue:

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

OBJECTIVES

The Community Improvement objectives continue as follows:

- a. To provide for rehabilitation or improvement of commercial, institutional and industrial façades, through the use of municipally assisted programs and funding sources;

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

FAÇADE IMPROVEMENT LOAN AND GRANT PROGRAM

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

- Repainting or cleaning of the façade and those parts of the building visible from adjacent streets or public areas
- Restoration of façade masonry, brickwork or wood and metal cladding
- Replacement or repair of cornices, eaves, parapets, and other architectural features
- Replacement or repair of windows
- Entrance-way modifications including provisions to improve accessibility for the physically challenged
- Redesign of the store front
- Removal of inappropriate signage and installation of appropriate new or refurbished signage
- Restoration of original façade appearance
- Replacement or repair of canopies and awnings
- Installation or repair of exterior lighting
- Perpendicular signage; and
- Such other similar improvements to the building exterior as may be approved by the EDO and Township's Chief Building Official (as needed)

ANALYSIS

Hair by Trina has recently relocated to 140 Wellington St, Mount Forest. The owner Trina Reid has operated a successful business for many years in the community, including the salons former location known as Hybrid Hair & Detox Spa for five years with her business partner.

The new sign plaques will be an elegant black and gold and will be easily installed onto the free-standing sign that is currently located at 140 Wellington Street. The sign plaques will be made of durable materials that will withstand Canadian winter conditions.



Current sign board



Current sign location



New Sign Plaque – front



New Sign Plaque – back

CONSULTATION

Robyn Mulder, Economic Development Officer

FINANCIAL CONSIDERATIONS

The applicant is eligible for a Façade Improvement Grant totalling 50% of the costs up to a maximum of \$2,500. The total cost of the Signage Improvement is \$571.00 which means they are eligible for 285.50.

\$35,000 in funding has been included in the 2025 operating budget to support Community Improvement Program applications. Year to date, including this application, council will have approved \$25,868 in grant funding for the 2025 program.

Staffing Implications – some administration

ATTACHMENTS

N/A

STRATEGIC PLAN 2024

Shape and support sustainable growth

How: The CIP continues to provide a framework to encourage and support the redevelopment, underutilization and/or inaccessible properties and buildings within Wellington North. 087

- 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: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Jeremiah Idialu, Treasurer/Director of Finance

REPORT #: TR 2025-012

REPORT TITLE: 2026 fees and charges by-law updates (various services)

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR2025-012 being a report on 2026 fees and charges by-law updates (various services);

AND THAT Council direct staff to proceed with the updates to reflect the changes outlined herein for the 2026 calendar year;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the By-law.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

TR2024-007 being a report on 2025 fees and charges by-law updates (various services)

BACKGROUND

Annually, township staff review the existing fees and charges structure for various functions performed by the municipality, compare with neighbouring municipalities and industry standards, and make necessary adjustments for council consideration.

The fees are charges imposed for various services and serve as a revenue stream outside of property taxation or servicing. The fees are imposed on an as-used basis to offset internal administrative costs.

ANALYSIS

For 2026, staff recommend targeted updates to improve cost recovery, align with service levels. This Analysis highlights the major 2026 fee changes only; the complete list of new, and revised items is set out in the by-law schedules.

- Schedule 'A' – Administration – Changes proposed.
 - Certification of Documents: Increased from \$15 to \$20
 - Replacement Sign 911 no installation from \$20 to \$25

- Schedule 'B' – Building Department – Changes proposed:
 - Multiple changes proposed across fee structure ranging from \$7 increase to \$99
 - Residential Occupancies (Group C) New Construction
 - Single family detached increased from \$3,300 to \$3,399
 - Semi-detached/Row-house per unit Increased from \$2,300 to \$2,369
 - Apartment per unit increased from \$1,300 to \$1,339

- Schedule 'C' – Cemeteries – Changes proposed:
 - Single Grave 3 ½ feet x 10 feet: Increased from \$2,636 to \$3,181.00
 - Single niche to accommodate two urns: Increased from \$1,860 to \$2,247.00
 - Scattering Garden: Increased from \$180 to \$185
 - Interment/Inurnment: Adult fee now \$1,910 (was \$1,613). Unified child rate (12 & under) set at \$1000 was (\$300). Cremated remains in standard plot up from \$563 to \$600, inurnment in niche increased from \$344 to \$600, and scattering garden from \$185 to \$600.
 - Disinterment: Standard burial fee increased to \$2,200 (from \$1,613).
 - Disinterment: Cremated remains fee increased to \$1,100 (from \$536).

- Schedule 'D' – Fire/Rescue – No changes proposed.

- Schedule 'E' – Licensing and Lotteries – Changes proposed.
 - Food Vehicle Stand: Increased from \$120 to \$125
 - Donation Box: Increased from \$150 to \$160
 - Replacement License: Increased from \$25 to \$50

- Schedule 'F' – Planning – No Changes proposed:
 - Committee of Adjustment – Minor Variance: Increased from \$2,575 to \$2,652
 - Zoning Amendment – Increased from \$10,300 to \$10,609
 - Review of Draft Plan of Subdivision, Condominium or Official Plan Amendment increase from \$6,180 to \$6,365
 - Site Alteration Application – Major Increase from \$4,120 to \$4,244

- Schedule 'G' – Infrastructure Services
 - All storm; water and sanitary service connection fees were increased by 1.5%
 - Sewage Allocation Application: Increased from \$275 to \$285

All Department Heads

FINANCIAL CONSIDERATIONS

Operating: The implementation / update of the fees proposed above will aid in the offset of costs associated with the provision of value-added services to the residents of the Township of Wellington North.

ATTACHMENTS

Attachment A - Draft by-law

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:

- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:

- Enhance information sharing and participation in decision-making
How:

- N/A Core-Service

Approved by: Brooke Lambert, Chief Administrative Officer

**SCHEDULE "A"
ADMINISTRATION**

DESCRIPTION	2026 FEE
Marriage Licence	\$135.00
Marriage Ceremony (1 hr max)	\$375.00
Marriage Rehearsal (1 hr max)	\$100.00
Travel time for ceremonies outside 25km one way	\$25.00/hr & mileage
Certification of Documents	\$20.00 per document
Commissioning Documents	\$35.00 per document
Completion of Pension Forms (Township resident only*)	No Charge* \$35.00 per document – Non Residents
Flags Wellington North	\$100.00
Freedom of Information Requests (legislated fees)	\$5.00 application fee plus disbursements (i.e. photocopying) plus Record Preparation at \$12.55 per quarter hour
NSF Cheque Charge	\$30.00
Tax Certificate (required for purchase and sale of properties)	\$50.00
Tax Account Statement or Bill Reprint (required for personal income tax purposes)	\$20.00
Tax Sale Proceedings	\$250.00
Burial Permit	\$20.00
Fee for services provided by municipal employees per hr per employee	\$55.00
Tax Arrears Penalties & Interest	Refer to the current Tax Rates By-law
Civic Addressing Initial 911 Sign & Post installed	\$120.00
Replacement Sign 911 no installation	\$25.00
Electric Vehicle Charging Station	Level 2: \$0.04/minute Level 3: \$0.25/minute
Reclamation election signs	\$25.00/sign
AGCO Agency Letter of Approval *not for profit, charities and service clubs	\$50.00 *
AGCO Municipal Information for liquor sales *not for profit, charities and service clubs	\$50.00 *
AGCO Municipally Significant Event *not for profit, charities and service clubs	\$50.00
Exemption from noise by-law letter Charities and local events exempt from fee	\$50.00
Tile Drainage Application Fee	\$250.00
Tile Drainage Inspection Fee	\$100.00
Municipal Drain Agreements plus associated legal fees	\$250
Request to purchase municipal property	\$500

SCHEDULE "B"
BUILDING DEPARTMENT

SECTION NO.	DESCRIPTION	2026 FEE	
		Per Sq. Ft.	Admin. Fee
1.1	Assembly and Institutional Occupancies (Group A & B)		
	a) New construction	0.97	\$371
	b) Renovation/alteration less than 500 Sq. Ft.	0.00	\$371
	c) Renovation/alteration greater than 500 Sq. Ft.	0.48	\$371
1.2	Residential Occupancies (Group C) New Construction		FLAT RATE
			(includes \$371.00 admin fee)
	a) Single family detached		\$3,399
	b) Semi-detached/Row-house per unit		\$2,369
	c) Apartment per unit		\$1,339
1.3	Residential Occupancies (Group C) Addition/Renovation		
	a) New construction	0.97	\$371
	b) Basement with ceiling height $\geq 6'-11"$ (2,100 mm)	0.34	\$371
	c) Renovation/alteration less than 500 Sq. Ft.	0.00	\$371
	d) Renovation/alteration greater than 500 Sq. Ft.	0.34	\$371
	e) Attached garage or carport	0.41	\$371
	f) Detached garage or carport	0.42	\$371
	g) Accessory building	0.20	\$237
	h) Deck/porch/veranda	0.20	\$237
1.4	Business and Mercantile Occupancies (Group D & E)		
	a) New construction	0.97	\$371
	b) Renovation/alteration less than 500 Sq. Ft.	0.00	\$371
	c) Renovation/alteration greater than 500 Sq. Ft.	0.41	\$371
1.5	Industrial Occupancies (Group F)		
	a) New construction	0.55	\$371
	b) Renovation/alteration less than 500 Sq. Ft.	0.00	\$371
	c) Renovation/alteration greater than 500 Sq. Ft.	0.41	\$371

SCHEDULE "B" (CONTINUED)

1.6	Agricultural and Farm Building		
	a) New livestock/Ag processing buildings and additions	0.33	\$371
	b) Livestock renovations	0.02	\$371
	c) Sheds/shops	0.18	\$371
	d) Quonset/economy structure	0.13	\$237
	e) Silos/grain bins	0.05	\$237
	f) Manure storage or Pit silos		
	i. Uncovered	0.05	\$237
ii. Covered	0.13	\$237	
iii. Roof over existing	0.07	\$237	
1.7	Temporary Structure		
	a) Portables, meteorological towers, etc.		\$371
	b) Special occasion tent		\$237
1.8	Septic Systems		
	a) All classes, new or replacement		\$639
	b) Tank replacement		\$237
	c) Leaching bed replacement		\$505
1.9	Commercial Wind Turbines	\$371 admin. plus \$63 per \$1,000 of const. value	
2	Buildings or Structures that do not fit elsewhere in this Schedule	\$371 admin. plus \$14 per \$1,000 of const. value	
3	Demolition Permit		
	a) Class "A"		\$237
	b) Class "B"		\$639
4	Conditional Permit		
	Full permit fee as calculated under Section 1. Additional permit security may be required. Designated Structure the same as Section 1.		\$371
5	Transfer permit		\$371
6	Change of Use (no construction)		\$237
7	Reapplication		\$237
8	Inspection of wood burning appliance installation		\$237
9	Pool Enclosure Fence		\$237
10	L.L.B.O. inspections and letters for occupant loads		\$237
11	Certificate of Compliance – Building and Zoning		\$100
12	Works Damage/Lot Grading/C.C.T.V./Tree/Apron	Deposit	Fee
		\$1,900.00	\$100.00

NOTE TO SCHEDULE

An investigation fee equal to the applicable building permit fee shall be applied where work has commenced prior to the issuance of the required building permit in addition to the building permit fee to be charged when permit is issued, at the discretion of the CBO.

**SCHEDULE "C"
CEMETERIES**

DESCRIPTION	2026 FEE
<u>SALES</u>	
Single Grave 3 ½ feet x 10 feet plot \$1908.60 Care and Maintenance Fund (40% of selling price \$1,272.40)	\$3,181.00
Cremation Plots (3 ft x 4 ft with 2 ft sidewalk) \$1,440 Care and Maintenance Fund (40% of selling price \$960.00)	\$2,400.00
Single niche to accommodate two urns (Niche \$1,909.95) Care and Maintenance Fund (15% of selling price \$337.05)	\$2,247.00
Scattering Garden (\$111.00) Care and Maintenance Fund (40% \$74.00)	\$185.00
<u>INTERMENT/INURNMENT</u>	
Adult	\$1,910.00
Child (12 years and under)	\$1,000.00
Cremated remains in standard plot	\$600.00
Double depth charge – extra	\$500.00
Inurnment in niche	\$600.00
Scattering garden	\$600.00
<u>Surcharges:</u>	
Saturday funerals until 12 noon - standard burial & 12 yrs and under	\$400.00
Saturday funerals until 12 noon - cremated remains & scattering garden	\$260.00
Saturday funerals until 12 noon– niche	\$150.00
Burials inurnments that occur outside the hours of 9 a.m. – 3 p.m. Mon-Fri	\$140.00
Statutory holidays, Easter Monday, Remembrance ay, winter burial if ordered by Public Health Standard rate plus all charges	
<u>DISINTERMENT</u>	
Standard burial	\$2,000.00
Cremated remains	\$1,100.00
<u>VAULT STORAGE</u>	
	\$300.00
<u>MONUMENT INSTALLATIONS</u>	
Staking fee	\$75.00
Monument care & maintenance fund:	
Flat marker (under 1,116.13 sq centimeters-173 sq inches)	NIL
Flat Marker (over 1,116.13 sq centimeters-173 sq inches)	\$100.00
Upright Marker (under 4 ft.)	\$200.00
Upright Marker (over 4 ft.)	\$400.00
<u>ADMINISTRATION</u>	
Transfer of Interment Rights or resale to municipality per plot	\$100.00
Admin fee and Research per hour	\$55.00
Assisting as Pallbearer (min 1 hour)	\$55.00/hr
<u>OTHER</u>	
Rental of any equipment	Rate charged

**SCHEDULE "D"
FIRE/RESCUE**

DESCRIPTION	2026 FEE
Inspections: By Request Only	
Single Residence	\$100.00
Institution / Industrial / Commercial	\$125.00
Apartments / Condominiums	\$100.00 plus \$10.00 per unit
Fire Search Fees / Approvals Fire Reports	\$200.00
Fire investigation reports	\$200.00
Motor Vehicle Incidents: Non-residents/non-taxpayers of Wellington North are involved in a motor vehicle accident within the municipal boundary of the Township of Wellington North that require the Fire / Rescue to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance payable, the owner shall be billed directly	Current rates established and published by the MTO for fire responses to MTO roads
Administration & Enforcement: Spills Act and Transportation of Dangerous Goods Act: The cleanup of hazardous material spills	Current rates established and published by the MTO for fire responses to MTO roads Clean up costs to cover materials used Plus Administration Fee of \$50.00 per hour
Open Air Burning: Where burn is in contravention with Open Air Burn By-law and/or Fire Prevention and Protection Act	Current rates established and published by the MTO for fire responses to MTO roads Plus Administration Fee of \$50.00 per hour per Fire-fighter
Securing of Premises after a fire	\$50.00 per hour per Fire-Fighter

**SCHEDULE "D" (CONTINUED)
FIRE/RESCUE**

DESCRIPTION	2026 FEE
<p>False Alarms: The following procedures and fees shall apply only when it has been determined at the discretion of the responding officer of the Township of Wellington North Fire Department that the false alarms were preventable. The totals shall be calculated within each calendar year with each year being considered separately.</p>	
First False Alarm - Warning	n/c
Second False Alarm	n/c
Third False Alarm	\$600.00
Four or More False Alarms	\$1,200.00
Fire Alarm Monitoring/Fire Watch	\$450.00 per vehicle per hour \$255.00 per half hour thereafter
Liquor Occupancy Permit Authority Have Jurisdiction Letter to Alcohol and Gaming Commission	\$150.00
Fire Safety Plan Review	\$150.00
Fire Extinguisher Training	\$100.00 per hour
Mobile/Seasonal Vendors Inspection	\$25.00
Chemicals used to suppress or prevent fires or explosions (often referred to as foam agents)	\$200.00 per container

Extraordinary Expenses

If Wellington North Fire responds to a fire or other emergency at a property and determines, or the Officer in Charge determines, that it is necessary to retain a private contractor, rent special equipment, or use consumable materials other than water, and medical supplies, in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, or otherwise control and eliminate an emergency, the property owner shall be charged the expenses incurred by Wellington North Fire for retaining a private contractor, renting special equipment and/or using consumable materials, as applicable.

If Wellington North Fire responds to a fire or other emergency at a property and incurs damage or contamination to equipment such as personal protective equipment, hoses or other non-consumable materials that require cleaning and decontamination or replacement thereof, as a result of the service to suppress or extinguish a fire, preserve property, prevent a fire from spreading, or otherwise control and eliminate an emergency, the property owner shall be charged the expenses incurred by Fire & Emergency Services for cleaning and decontamination or replacement of equipment, as applicable, and shall be recovered as a fee under this By-law.

SCHEDULE "E"
LICENCING AND LOTTERIES

DESCRIPTION	2026 FEE
Animal Control	
New Kennel Licence	\$500.00*
Renewal of Kennel License	\$250.00*
	*plus inspection fee charged by animal control officer
Kennel Inspection fee annual	inspection fee charged by animal control officer
Impound fee	\$150.00
Boarding fees for impounded dog/dog	fee charged by pound
Additional Charges may apply pursuant to the Canine Control Bylaw	
Business Licensing Fees	
Food Vehicle Stand	\$125.00
Donation Box	\$160.00
Temporary Vendor	\$200.00
Replacement license	\$25.00
Administrative Penalty	\$300.00
Donation Box removal	Actual cost of labour
DESCRIPTION	FEE
Lottery Licences	
• Raffle	\$20.00
• Blanket	\$20.00
• Bingo	\$20.00
• Other	\$20.00
Break Open Tickets	\$10.00 per box

**SCHEDULE "F"
PLANNING**

DESCRIPTION	2026 FEE	
Committee of Adjustment – Minor Variance	\$2,652.00	
Zoning Amendment	\$10,609.00	
Holding Zone Removal By-law	\$1,061.00	
Any other applications pursuant to the provisions of the Planning Act i.e. Consent Agreement	\$1,061.00	
Certificate of Compliance Plan of Subdivision/Condominium, Site Plan and Development Agreements	\$250.00	
Part Lot Control	\$1,061.00	
Clearances for Severance Conditions	\$250.00	
Cash in Lieu of Parkland	\$7,500.00 per unit	
Fee for services provided by Municipal employees	\$125.00 (per hour, per employee)	
Copy of Zoning By-law	\$50.00	
	ADMINISTRATION (non-refundable)	DEPOSIT (refundable)
Plan of Subdivision or Condominium		under 100 units \$15,000.00
New or Amendment including conditions of approvals to both Wellington North and the County of Wellington	\$10,609.00	100-300 units \$30,000.00 over 300 units \$40,000.00
Review of Draft Plan of Subdivision, Condominium or Official Plan Amendment	\$6,365.00	\$5,000.00
Site Plan Control Approval and Agreement Minor	\$2,122.00	\$3,500.00

**SCHEDULE "F" (CONTINUED)
PLANNING**

Site Plan Control Approval and Agreement Complex	\$3,183.00	\$7,500.00
Site Plan Control Amendments	\$318.00	\$1,000.00
Development Agreement	\$2,122.00	\$5,000.00
Condominium Agreement	\$2,122.00	\$5,000.00
Pre-consult	\$530.00	Deposit required as listed above for corresponding application
Pre-servicing Application	\$2,122.00	\$7,500.00
Site Alteration Application	\$2,122.00	\$7,500.00
Site Alteration Application - Major	\$4,244.00	\$20,000.00

Deposits

- Deposits less the disbursement fees and third party fees will be refunded. upon final disposition of the planning application, including all appeals related thereto.
- Disbursements may include but are not limited to: postage, laminating, registration of documents and photocopying, faxing, etc.
- Third Party fees including, but are not limited to, planners, engineers, solicitors and township staff technical review, site inspections, attend meetings, review of security reduction request, advertising of notices and similar costs.
- Every applicant for a planning matter referred to in Schedule "F" hereof shall make an application on forms provided by the Municipality and in addition shall sign a deposit agreement in the prescribed form and pay any applicable deposit to the Municipality.
- The Clerk/Deputy Clerk/Development Clerk and/or Treasurer/Deputy Treasurer are hereby authorized to execute the deposit agreement on behalf of the Township.

**SCHEDULE "G"
ENGINEERING AND TRANSPORTATION**

DESCRIPTION	INSPECTION FEE	*DAMAGE DEPOSIT
Road Crossing Permit	\$450.00	\$3,000
Entrance Permit - Urban	\$200.00	\$2,000.00
Rural/Semi-Urban Entrance Installations The applicant would be responsible for all costs to supply a culvert over 600 mm in diameter and/or to supply over 12 meters of culvert and/or to upgrade an existing entrance. Costs would be charged at the current rates. *Damage Deposit Fees shall be collected when a Building Permit is issued.		
Entrance Permit – Rural:		
a) Requires up to 12m culvert (up to and including 600mm) including inspection fee		\$2,600.00 **
b) Entrance up to 12m that does not require a culvert including inspection fee		\$2,000.00 **
** Note: Items a & b above within Schedule "G" can be increased in width by 3m increments to a maximum of 20m. Each additional 3m increment carries an associated additional cost of \$600.00.		
	FEE	
Cost of hidden driveway sign installed		\$200.00 each
Civic Addressing - 911 Sign and Post *Replacement sign and post charged at same rate		\$120.00 each
Grader rate – at the discretion of the township.(available only to Township of Wellington North ratepayers)		\$175.00/hr
Labourer/Driver Rate		\$60.00/hr
Resident Request for Tree Inspection and Assessment		\$100.00 per tree
Infrastructure Development Fees:		
Fee for services provided by municipal employees		\$125.00 (per hour, per employee)
Sewage Allocation Application		\$285.00 per Development
Watermain Form 1 Authorization		\$1,500.00
Service Connection Permit Pre-Consultation		
Service Connection Demolition Permit Application and Inspection fee		
Service Connection Demolition Deposit		
Low Pressure Sanitary Service Connection		\$1,030.23 per connection
Storm Service Connection Fee		\$1,751.83 per connection
Sanitary Service Connection Fee**		\$2,898.81 per connection
Water Service Connection Fee**		\$2,342.15 per connection
Service Connection Permit-New Service Application and Inspection (1 service)		\$1,500.00
Service Connection Permit-New Service Application and Inspection (2 services connections for same building unit)		\$2,000.00 per 2 connections for same building unit
Service Connection Permit-New Service Application and Inspection (3 services for same building unit)		\$2,500.00 per 3 connections for same building unit

Service Connection New Service Permit Deposit	100% of cost of construction up to a maximum of \$20,000.00
Copies of Traffic Count	\$30.00 per location
Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA):	
a) Storm Sewer (adding, changing, replacing or extending)	\$3,000.00
b) Quality Device, i.e. Oil/Grit Separator	\$2,500.00 (each appurtenance)
c) Stormwater Management Facility	\$5,000.00 (each system)
d) Low Impact Development	\$3,700.00
e) Sanitary (sewage) Sewer (adding, changing, replacing or extending)	\$3,000.00
f) Sanitary Sewage Pumping Station or Forcemain	\$5,000.00 (each facility or forcemain)
g) Sanitary appurtenance (examples: odour and corrosion control, etc.)	\$3,000.00 (each appurtenance)
h) Review of CLI ECA Amendment Application for MECP submission	\$1,000.00 (each system)
Site Alteration Fees	
Site alteration and fill application fee (Inspection and review not included)	\$2,000.00 Plus deposit \$10,000.00
Site alteration and fill application fee Major (Inspection and review not included)	\$5,000.00 Plus deposit \$20,000.00
Heavy truck fill movement fee (municipal)	\$2.00 per m3
Renewal fee	\$500.00
Revision fee (deducted from application deposit fee) Administrative fee	Engineer fees \$150.00
Consultant Engineer fee administration and inspections (deducted from application deposit fee) Administrative fee	Consultant fees 15%
Minimum 4 hour municipal call out time for grading gravel road surface	\$1,000.00 Additional fees over 4 hours
Minimum 4 hour municipal call out time to vehicle accident scenes as requested by OPP	\$3,000.00 Additional fees over 4 hours
Technical Review Fee	
a) Subdivision over 300 units	\$10,000.00

b) Subdivision over 100 units	\$7,000.00
c) Subdivision under 100 units	\$5,000.00
d) Condominium Review	\$2,600.00
e) Site Plan Review	\$2,600.00
f) Site Plan Review Major (Over 20 residential units)	\$3,500.00
Additional Submission (4 th Submission or more)	\$50.00 (per lot/block/unit)
<p>Note:</p> <ol style="list-style-type: none"> 1. Technical review fee shall be applied at the first submission of a planning application. This cost shall be applied to the application deposit account. 2. Peer Review – the applicant is responsible for the full costs of undertaking peer reviews for any studies or drawings submitted in support of the applications. These costs shall be applied to the application deposit account. 	
Administration and Inspection Construction Work Fees:	
Subdivision	0.7% of Value of Construction of Municipal Services – Payable upon execution of subdivision Agreement.
Re-Inspection	
a) Subdivision over 300 units	\$5,000.00
b) Subdivision over 100 units	\$3,500.00
c) Subdivision under 100 units	\$2,500.00
d) Site Plan Large Scale (11 units and over)	\$1,750.00
e) Site Plan Small Scale (10 units and under)	\$750.00

Note to Schedule G

1. An investigation fee equal to the applicable infrastructure permit fee shall be applied where work has commenced prior to the issuance of the required infrastructure permit in addition to the infrastructure permit fee to be charged when permit is issued, at the discretion of the Infrastructure Services Department.
2. Fees and charges of various services on Schedule "G" are HST Except unless noted.



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Tammy Stevenson, Manager of Infrastructure & Engineering

REPORT #: INF 2025-021

REPORT TITLE: Mount Forest Southeast Drainage

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report INF 2025-021 being a report on Mount Forest Southeast Drainage.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

April 7, 2025 deputation by John and Julie Benns, flooding at 460 Clyde Street

BACKGROUND

On September 16, 2025, the township hosted a Public Meeting/Open House for the Mount Forest Southeast Storm Drainage Study. The Study area is shown in Figure 1. Township's consulting engineer BM Ross and Associates displayed area maps where residents were able to review and discuss existing and past stormwater drainage issues.

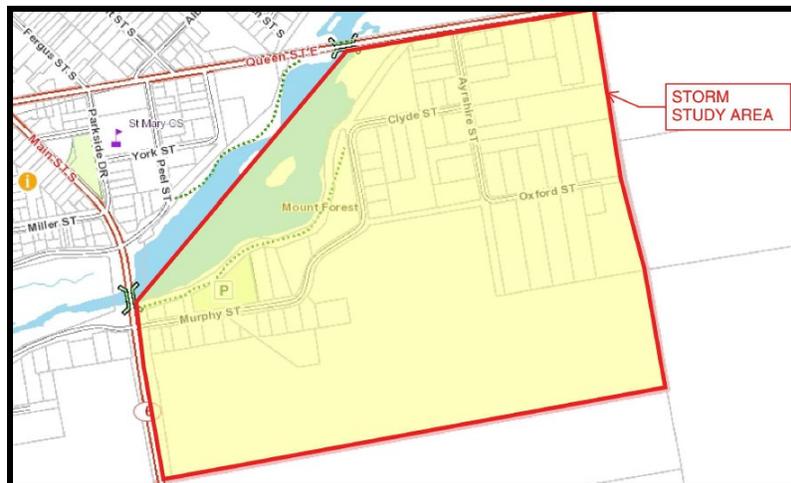


Figure 1 – Mount Forest Southeast Storm Drainage Study Area

A survey was distributed to attendees to solicit feedback on the study area and paper copies of the survey were hand delivered to each residence within the study area following the Public Open House. The survey remained open until October 31, 2025, to receive community feedback.

ANALYSIS

The consolidated results have been included in this report. In total we received twenty-one (21) responses to the survey.

Question 1: Have you made any drainage or grading changes to your property recently or in the past? If so, explain what was done, when it was done, and the purpose of those changes.

- 76% have made no changes
- 24% of the respondents have completed:
 - Backyard grading/ditch work in the past
 - Added tile drain
 - Rear yard swales

Question 2: Is surface drainage of your property (i.e. runoff from storms and from snow melt) functioning in a satisfactory manner? If not, explain.

- 38% of the respondents have reported that surface drainage of their property is functioning in a satisfactory manner
- 62% of the respondents have reported the following items as to why surface drainage on their property is **not** functioning in a satisfactory manner due to the following reasons:
 - Water accumulation at back and/or side of property
 - Erosion at back of property
 - Culverts are slow to drain
 - End of driveway accumulates water
 - Drainage problems at Ayrshire/Clyde intersection during heavy rains and snow melts.

Question 3: Is surface drainage of the roadway/ditch along your property frontage(s) functioning in a satisfactory manner? If not, explain.

- 43% of the respondents have reported that surface drainage of the roadway/ditch along their property frontage is functioning in a satisfactory manner.
- 57% of the respondents have reported that surface drainage of the roadway/ditch along their property frontage is **not** functioning in a satisfactory manner due to the following reasons:
 - Culvert under driveway fills in with dirt/sand/salt
 - Water pools at Ayrshire and Clyde intersection
 - Ditch overflows with heavy rainfall
 - During heavy rainfall debris moves with water down Ayrshire
 - Water/ice on Ayrshire Street at Queen Street intersection

- Culvert crossing on Ayrshire Street

Question 4: Are there any areas within the study limits where you think surface drainage improvements could be made and why?

- 24% of the respondents have not indicated any areas within the study limits that surface drainage improvements could be made.
- 76% of the respondents have indicated the following areas within the study limits that surface drainage improvements could be made:
 - Clyde had significant washout from melting snow
 - Ponding at Ayrshire and Highway 89
 - At times, Clyde and Ayrshire had water overflowing onto road
 - Murphy Street ditch
 - West side of Ayrshire Street north of Clyde
 - Surface water from top of hill running onto properties
 - Drainage ditch along east side of Ayrshire to Highway 89
 - Seasonal creek in rear of properties
 - Driveway flooding
 - Working Culverts
 - Cleaning and grading of ditch
 - Residential intensification changes drainage flows

Question 5: Any unique situations on my property to highlight?

- Secondary culvert halfway down driveway to help divert the water from private swales
- Driveway culverts heaving
- Signification snowmelt in 2025 was greater and more intense than in past years
- Erosion within rear yard creek area, floods, and has created a deep hole
- Retention pond
- Many natural springs at top of hill therefore needing to accommodate a lot of water and runoff
- Shallow ditches

Additional comments:

- To say this past winter was a unique situation in terms of snowfall and may not happen again for a long time may be premature with climate change these events may occur more frequently with deviating effects and any remediation plans will have to take this into consideration.
- In recent years the erosion has got progressively worse and with the new culvert location it is highly likely this will continue to get worse.
- Last winter snow melt, water came across over the right down the driveway toward the garage all the years living here that has never happened. Something must have changed around that area.
- Cleaning the ditches of south side of Clyde St would help move the water faster. Some are half blocked, restricting water flow.
- We would really like to see that culvert re-directed so that it is not facing our house. We would like to see another culvert on the other side of Ayrshire taking as much as

half of the overflow down Ayrshire to HWY 89, where there is an existing culvert to take it to the river. We need our ditches dug out and a berm in place that will not wash away in another storm, our culverts need to be larger and the existing culvert that crosses Ayrshire on the Clyde Street corner need to also be increased in size.

Next Steps:

Township staff have reviewed the information provided through this consultation and are recommending further study. As such, funds have been requested in the draft 2026 Capital Budget to complete a Southeast Storm Water Study Area in Mount Forest. This study will review the issues noted by the community and identify possible mitigation measures and other improvements that can be considered by Council.

Further, Township staff continue to monitor the study area and continue to clean debris and build-up from driveway culverts. This ongoing maintenance will continue – especially during changing winter conditions. Staff have also identified the potential to include this study area in the spring flooding notice alerts issued through the Saugeen Valley Conservation Authority and Wellington North Fire Department and will work with those partners as possible going forward.

CONSULTATION

Consultation with Township’s CAO and Manager of Transportation.

FINANCIAL CONSIDERATIONS

As part of the draft 2026 Capital Budget, funds have been requested to complete a Stormwater Drainage Study of this area to provide an evaluation of the existing conditions and any future improvement that could be made.

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: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Tammy Stevenson, Manager of Infrastructure & Engineering

REPORT #: INF 2025-022

REPORT TITLE: South Water Street Sewage Pumping Station Service Finance Agreement

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-022 being a report on South Water Street Sewage Pumping Station Service Finance Agreement;

AND THAT Council agrees to the cost sharing of South Water Street Sewage Pumping Station with the Township's cost being at a maximum cost of \$144,000 plus applicable taxes;

AND FURTHER THAT Council direct staff to include a Council directed project for the South Water Street Sewage Pumping Station in the 2027 capital budget;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign any necessary agreements.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

By-law 032-2025 RE: Sewage Allocation Agreement

Resolution 2023-323 Extension of Draft Approval Plan of Subdivision 23T-13002

BACKGROUND

Deer Ridge Heights Inc. (Deer Ridge) subdivision located north of Bentley Street and east of Main Street South (Highway 6) has received Draft Plan of Subdivision. A Condition within the Draft Plan of Subdivision is that Deer Ridge is to install a sewage pumping station (SPS).

The Township's consulting engineer, B.M. Ross & Associates (BMROSS), has completed the South Water Street SPS design to 90%.

ANALYSIS

Deer Ridge is agreeable to entering into a Service Finance Agreement with respect to the construction of a new Sewage Pumping Station (SPS) on South Water Street.

Following execution of the Service Finance Agreement, BMROSS will prepare the detailed design and tender package for a planned tender in 2027 to facilitate the new development. The timing of construction will be contingent on when the development proceeds to servicing.

CONSULTATION

Consultation with Township's CAO and Manger of Environmental Services.

FINANCIAL CONSIDERATIONS

Category	Cost Sharing
Township Total Cost	\$144,000
Deer Ridge Total Cost	\$1,296,000
Total Cost of South Water Street SPS	\$1,440,000

Prices include NET HST

Township cost sharing to be included in the 2027 Capital Budget.

ATTACHMENTS

Agreement is attached to By-law 078-2025 in the December 1, 2025, agenda package.

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How: Ensuring that wastewater system can support population growth and economic development.
- 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: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Corey Schmidt, Manager Environment & Development Services

REPORT #: ENV 2025-002

REPORT TITLE: Township's Drinking Water Quality Management System (DWQMS) – 2025 Management Review Meeting Minutes

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-002 for information on the Township's Drinking Water Quality Management System (DWQMS) – 2025 Management Review Meeting Minutes for information.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

ENV 2024-003 being a report on Township's Drinking Water Quality Management System (DWQMS) – 2024 Management Review Meeting Minutes.

RESOLUTION: 2024-425

BACKGROUND

The Township of Wellington North's DWQMS requires that a Management Review shall be conducted at least once every calendar year to evaluate the continuing suitability, adequacy and effectiveness of the Municipality's DWQMS and to identify any areas where improvement is required. The Management Review process ensures that all levels of the organizational structure (i.e. Owner, Owner Rep, Top Management and Operating Authority) are kept informed and aware of the Township's DWQMS and the performance of the municipally owned Drinking Water Systems.

ANALYSIS

N/A

CONSULTATION

N/A

FINANCIAL CONSIDERATIONS

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

ATTACHMENTS

Schedule A – Management Review Meeting Minutes dated November 4, 2025

STRATEGIC PLAN 2024

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

Approved by: Brooke Lambert, Chief Administrative Officer



**TOWNSHIP OF WELLINGTON NORTH
DWQMS MANAGEMENT REVIEW
MEETING MINUTES**

Date: November 4, 2025

Time: 1:00pm

Location: Arthur Wastewater Treatment Plant

Attendees:

Corey Schmidt, Manager, Environmental & Development Services (Top Management)

Sara McDougall, Process Compliance Analyst/QMS Representative (PCA/QMS Rep)

The PCA/QMS Rep discussed the following items:

1. Incidents of Regulatory Non-Compliance

- The 2024 Arthur Drinking Water System and Mount Forest Drinking Water System Annual Ministry of Environment, Conservation & Parks (MECP) inspections received final inspection ratings of 100% for the 17th year in a row.
- There were no non-compliances or best management practice recommendations noted from the inspector.
- The 2025 Annual MECP Inspections are in progress.

Action Items

- None

2. Incidents of adverse drinking water tests

- During this reporting period, there were no incidents of adverse drinking water tests.

Action Items

- None

3. Deviations from Critical Control Points Limits & Response Actions

- There were no deviations from Critical Control Points.

Action Items

- None

4. Efficacy of the Risk Assessment Process

- Risk Assessment Review was completed February 24th, 2025. The Manager, Lead Head, PCA/QMS Rep and three Water & Sewer Operators attended. Staff reviewed the risk assessment outcome tables for the Arthur DWS and the Mount Forest DWS for currency. Control measures, critical control points and monitoring procedures were reviewed and discussed by all staff. Recommendations included adding additional information in some of the control measures, monitoring procedures/processes and response procedures columns. Response procedures referenced in the Risk Assessment tables have been established and implemented.

Action Items

- None

5. Internal & Third-Party Audit Results

- Over the reporting period there was one internal audit completed March 19th to May 2nd, 2025. The audit team was comprised of Corey Schmidt, Darin Schenk, Sara McDougall, Greg McCorquodale and John Wilson. There were no non-conformances identified in this audit.

The auditors noted two opportunities for improvement (OFI):

- ✓ Element 18 Emergency Management
 - ✓ Consider adding Enbridge, Bell, Eastlink etc. to A13-01 Essential Supplies & Services List or A18-01 Emergency Contact List as they are underground infrastructure owners in our area and may provide support in emergencies/construction activities.
This item was addressed June 12, 2025.
- ✓ Element 14 Review & Provision of Infrastructure
 - ✓ Consider adding the Manager of Infrastructure & Engineering to the list of people that may attend the Infrastructure Review.
This item was addressed June 12, 2025.
- On August 15th, 2025, an off-site Systems Audit was conducted by Intertek - SAI Global with all pertinent information being sent electronically to the auditor. There were no non-conformities identified during this audit.

The auditor noted three opportunities for improvement (OFI):

- ✓ Element 5 Document & Records Control
 - ✓ Consider updating the hyperlinks in A5-01 External Documents table for the Ministry's Potential Hazardous Events for Municipal Residential Drinking Water Systems (now Potential Hazardous Events for Municipal Residential Drinking Water Systems) and Ontario Watermain Disinfection Procedure (now 2020 watermain disinfection procedure|ontario.ca). Both existing hyperlinks are to the previous versions.
This item was addressed September 11, 2025.
- ✓ Element 6 Drinking Water System
 - ✓ Consider describing in Operational Plan Element 6 the procedures that are in place to maintain disinfection residuals in the distribution system.
This item was addressed September 10, 2025.
- ✓ Element 18 Emergency Management
 - ✓ Consider including a discussion at the end of the annual emergency training and test exercise regarding opportunities to be better prepared for a possible scenario of this nature in the future. With each opportunity

recorded, consider tracking these in the continual improvement system.

This item was addressed August 20th, 2025.

- The Township of Wellington North maintains the Certificate of Accreditation effective date November 16, 2023.

Action Items

- **See section 10. Status of Management Action Identified Between Reviews.**

6. Results of Emergency Response Testing

- Pre and Post Chlorine Low Low Alarms and Diesel Generators are tested monthly.
- On August 20th, 2025, an emergency table-top exercise was completed with the Manager, Lead Hand, PCA/QMS Rep and all Water & Sewer Operators in attendance. The exercise was for staff to respond to an Adverse Water Quality Incident. Staff responded to this emergency test effectively.
- On September 18th, 2025, a training session was held by Wellington County Emergency Management for water and wastewater staff within the county and the City of Guelph. The Water & Sewer Lead Hand, Water & Sewer Operators and the PCA participated. Topics presented were Health & Safety and Wellness presented by Mandy Lee, Centre Wellington; Development of MECP procedures for disinfection of wells presented by Sylvain Campbell, MECP; Operator Certification and Training presented by Alex Salewski, MECP; and Water and Wastewater Emergency Exercise related to cyber security affecting water and wastewater operations. This was facilitated by Hurania Melgar, Emergency Manager, Wellington County.
- On October 28th, 2025, a test at Mount Forest Well # 6 was completed to run the well using the inverter generator and Tractor PTO-driven power supply. Operations staff responded and did a full power drop and connected the UPS in the control panel and chlorine pump to the inverter generator and were able to run the well utilizing the Tractor PTO.

Action Items

- None

7. Operational Performance

- A leak detection survey was completed between April 15th – April 23rd, 2025 on the West side of Mount Forest's water system. No leak noises were found in this year's survey.
- In 2025, 199 main valves in Mount Forest were operated and inspected. There were 0 valves identified with deficiencies that had not been previously identified. Since the last management review, 2 main valve replacements were completed by external contractors. They are as follows:
 - ✓ Arthur Main Valve # 7 Wells St E was replaced by Walker Industries as part of the Wells St E Box Culvert installation.
 - ✓ Mount Forest Main Valve # 50 John St @ Queen St W was replaced by Moorefield Excavating as part of John St Reconstruction project.

Since the last management review, 1 main valve repair was completed by operators. It is as follows:

- ✓ Mount Forest Main Valve # 79 Main St N @ Birmingham St, internal components replaced.
- All fire hydrants in Mount Forest and Arthur were inspected for 2025. Mount Forest has 200 hydrants and Arthur has 135 hydrants. There were no deficiencies noted in the 2025 inspections that had not been previously identified. Since the last management review, 4 hydrants were replaced. They are as follows:
 - ✓ Arthur Hydrant # 45 on Walton St
 - ✓ Mount Forest Hydrant # 44 on Main St N
 - ✓ Mount Forest Hydrant # 46 on Main St N
 - ✓ Mount Forest Hydrant # 104 on Church Cres

Since the last management review, 1 hydrant was added to the system on John St in Mount Forest as part of the John St Reconstruction project.

- There was a total of two watermain breaks since the last management review meeting (management review period is from November 6, 2024 to November 4, 2025), 1 in Arthur and 1 in Mount Forest. They were at the following locations:
 - ✓ Edward St at the side of 131 Frederick St W in Arthur
 - ✓ Hydrant # 46 Tee on Main St N in Mount Forest (result of replacing the hydrant)
- There were also five service leaks detected since the last management review meeting (management review period is from November 6, 2024 to November 4, 2025), 2 in Arthur and 3 in Mount Forest.

Two water service repairs were made at the following locations:

- ✓ 195 Birmingham St E, Mount Forest
- ✓ 395 Main St N, Mount Forest on an abandoned water service

Three water service replacements were made at the following locations:

- ✓ Due to condition of water service at 224 Adelaide St in Arthur, a new 19mm PEX service from watermain to service box at property line was installed.
- ✓ Due to condition of water service at 226 Adelaide St in Arthur, a new 19mm PEX service from watermain to service box at property line was installed.
- ✓ Due to condition of water service at 140 South Water St in Mount Forest, a new 19mm PEX service from watermain to service box at property line was installed.

Action Items

- None

8. Raw Water Supply & Drinking Water Quality Trends

- No quantity issues in the reporting year.
- There have been no significant changes in raw water quality since the last management review meeting.

- Schedule 23/24 (Organics /Inorganics) samples were collected in Mount Forest in January 2025 and in Arthur in August 2024. All results were within regulatory limits.
- Mount Forest Wells #3 & #5 and Arthur Wells #7b & #8 have elevated levels of sodium. The Aesthetic Objective for sodium is 200 mg/L but must be reported to Ministry of Health (MOH) if above 20 mg/L. This is so physicians can notify patients on sodium restricted diets.

Sodium Levels in Mount Forest (mg/L)				
Year Sampled	Wells			
	#3	#4	#5	#6
2018	21.3	12.3	61.2	11.7
2023	21.9	12.3	68.8	10.4

Sodium Levels in Arthur (mg/L)		
Year Sampled	Wells	
	#7b	#8
2018	36.6	-----
2020	-----	22.4
2023	36.6	21.5

- The Township falls under three Conservation Authorities, each with a different Source Protection Plan (SPP). All plans have been approved and are currently in effect.
 - ✓ Saugeen Valley SPP applies to Mount Forest.
 - ✓ Grand River SPP applies to Arthur.
 - ✓ Maitland Valley SPP, only education programs apply as there are no municipal wells in the area.

Action Items

- None

9. Follow-up Action Items from Previous Management Reviews

Item	Person(s) Responsible	Completed Yes/No	Date of Completion
MECP Inspection Recommendation: Consider including the O'Donnell domestic well to the Well # 7b WHPA and the monitoring well WN-MW1/00 (DO) to the Well # 8a and 8b WHPA the next time the source protection plans are revised.	PCA/RMO	No	Next SPP update

10. Status of Management Action Identified Between Reviews

Item	Person(s) Responsible	Completed Yes/No	Date of Completion
Internal Audit OFI: Element 18: Consider adding Enbridge, Bell, Eastlink etc. to A13-01 Essential Supplies & Services List or A18-01 Emergency Contact List as they are underground infrastructure owners in our area and may provide support in emergencies /construction activities.	QMS Rep/ Manager	Yes	12-Jun-25
Internal Audit OFI: Element 14: Consider adding Manager of Infrastructure & Engineering to the list of people that may attend the infrastructure review (this is a new position in the Township)	QMS Rep	Yes	12-Jun-25
External Audit OFI: Element 5: Consider updating the hyperlinks in A5-01 External Documents table for the Ministry's Potential Hazardous Events for Municipal Residential Drinking Water Systems (now Potential Hazardous Events for Municipal Residential Drinking Water Systems) and Ontario Watermain Disinfection Procedure (now 2020 watermain disinfection procedure ontario.ca). Both existing hyperlinks are to the previous versions.	QMS Rep	Yes	11-Sep-25
External Audit OFI: Element 6: Consider describing in Operational Plan Element 6 the procedures that are in place to maintain disinfection residuals in the distribution system.	QMS Rep	Yes	10-Sep-25
External Audit OFI: Element 18: Consider including a discussion at the end of the annual emergency training and test exercise regarding opportunities to be better prepared for a possible scenario of this nature in the future. With each opportunity recorded, consider tracking these in the continual improvement system.	QMS Rep	Yes	20-Aug-25
Staff OFI: Element 18: Consider updating A18-02 SOP Adverse Water Quality Incident Response procedure to include additional information that may be asked for from the Ministry and Public Health, so staff are better prepared to respond (ex. attaching lab results to Notice of Adverse Test Results and Other Problems Forms if asked to).	QMS Rep	Yes	10-Sep-25
Staff OFI: Element 18: Label main breaker in Mount Forest Well # 6 to simplify the procedure for testing the tractor PTO.	Lead Hand	No	

11. Changes That Could Affect the Quality Management System

- Ongoing and future development in Arthur and Mount Forest will impact legislative requirements, infrastructure needs and staffing. The Operational Plan will require major updates as the Township grows.
- The Ministry is planning to do another update to the Drinking Water Quality Management Standard, version DWQMS 3.0. Once we receive communications from the Ministry, we will look at what has been updated and how that effects our current Operational Plan.

- The Ministry is currently in the process of developing a new Water Storage Facility Disinfection procedure as well as a new Wells Disinfection procedure. Once these procedures are adopted by the Ministry, updates to the Operational Plan will be required.
- Recently, On October 6th, 2025, the Ministry has published drinking water management system best management practices. Operating authorities for municipal residential drinking water systems are required to consider these best management practices under Element 21 (Continual Improvement). Updates to the Operational Plan may be required.

Action Items

- None

12. Consumer Feedback

- 18 drinking water complaints in the Township of Wellington North since last management review.
- All complaints were resolved by staff in a timely fashion.

Arthur Drinking Water System Customer Complaints			
	Date	Address	Complaint
1	Nov 21, 2024	130 Conestoga Street South	discoloured water (hydrant flushing in area)
2	Nov 21, 2024	148 Waters Way	discoloured water (hydrant flushing in area)
3	Dec 9, 2024	110 Smith Street	pressure decrease (private issue)
4	Dec 29, 2024	272 Isabella Street East	water entering basement during significant rain event (private issue, missing downspout in eavestrough causing water to flow directly to the house)
5	Jan 8, 2025	469 Adelaide Street	pressure decrease (private issue)
6	Mar 20, 2025	473 Adelaide Street	pressure decrease (private issue)
7	July 2, 2025	420 Adelaide Street	pressure decrease (private issue)
8	July 8, 2025	146 Waters Way	service problem (water accidentally shut off by developer when checking curb stop operation)
9	July 8, 2025	157 Raftis Street	discoloured water (fire dept using hydrant)
10	July 12, 2025	43 Bellefield Crescent	water quality
11	Oct 8, 2025	166 Walsh Street	odour (private issue)

Mount Forest Drinking Water System Customer Complaints			
	Date	Address	Complaint
1	Apr 1, 2025	353 John Street Unit 204	discoloured water (fire dept using hydrant)
2	Apr 1, 2025	353 John Street	discoloured water (fire dept using hydrant)
3	Apr 1, 2025	321 John Street	discoloured water (fire dept using hydrant)
4	Apr 11, 2025	250 Harris Street	water quality
5	June 27, 2025	305 Fergus Street North	discoloured water (valve exercising in area)
6	Aug 1, 2025	382 Main Street North Unit 2	service problem (private issue, internal water valve accidentally shut off by private contractor during construction in Unit 1)
7	Aug 27, 2025	279 Main Street North	service problem (air in service line from flushing new watermain)

Action Items

- None

13. Resources Needed to Maintain the QMS

- Currently staff resources needed to maintain the DWQMS are felt to be adequate.
- The majority of water department staff has been trained to conduct internal audits.
- The Municipal Water Wastewater Resource Committee (MWWRC) is an online group that provides resources and help with the DWQMS.

Action Items

- None

14. Results of the Infrastructure Review

- This review was completed on October 7, 2025 (infrastructure review period is From September 30, 2024 to October 7, 2025) and the following items were reviewed:
- **Infrastructure review meeting minutes from the previous year;**
- **List of reconstruction projects/new development since the last review;**
Arthur:
 - ✓ Wells Street East Culvert Replacement Project:
 - 23m of existing 250mm diameter PVC DR18 watermain was replaced with new 250mm diameter PVC DR18 watermain on Wells St E.
 - ✓ Pinestone Development:
 - 2 new 25mm PEX water services were installed at 169 & 171 Adelaide St. One service was an addition and the other was a replacement of a 19mm copper service that was upgraded to a 25mm PEX water service.

Mount Forest:

- ✓ 1 new 25mm PEX water service was installed at 241 Industrial Drive.
- ✓ The existing 25mm water service on Main St was decommissioned and replaced with a new 100mm PVC water service at 178 Main St S (serviced off King Street East).
- ✓ 1 new 150mm PVC water service was installed at 773 Princess Street.
- ✓ John Street Reconstruction:
 - Existing 150mm diameter ductile iron watermain on John St between Waterloo St and Queen St W was replaced with 150mm diameter DR-18 PVC watermain and appurtenances.
 - All existing water services from watermain to property line were replaced with new PEX water services.
 - A new additional hydrant was installed in front of 321 John Street.
- ✓ Main St N Watermain Crossing at Durham St E Project:
 - Approx. 26 meters of existing 150mm diameter watermain at the intersection of Durham Street East and Main Street North was

replaced with approximately 26 meters of new 150mm diameter PVC watermain.

- A new 250mm diameter water valve was installed on the 250mm diameter watermain on Main St N.
 - A new 150mm water valve was installed on the 150mm diameter watermain on Durham Street East.
 - 2 reconnections were made to the existing 250mm diameter watermain on Main St N.
 - 1 reconnection was made to the existing 150mm diameter watermain on Durham St E.
 - The watermain alignment was adjusted from the existing location of the 150mm diameter watermain for future extension of upgraded watermain on Durham St E from Main St N to Fergus St N.
- ✓ Shawn Aitken Development:
- 10 new 25mm PEX water services were installed at 501-537 Cork St.
- **Water Tower maintenance, rehabilitation, or renewal activities;**
 - ✓ The Arthur Multi-Leg Tower was cleaned and inspected in 2025. Recommendations are as follows:
 - Exterior - This tank is painted with what appears to be an alkyd coating system. The coating system is in poor condition, with many areas of corrosion and de-lamination on structural members such as the support legs and cross supports, as well as on the tank body itself. Because of its riveted construction, there is entrapped corrosion between the plates (crevice corrosion) that cannot be removed or painted. This type of corrosion can lead to catastrophic failure of the structure because rivet shafts are hidden and cannot be inspected for metal loss due to corrosion.
 - Interior - The interior of this tank is lined with what appears to be a plural component urethane which is in fair condition, with no large areas of de-lamination or corrosion. There is heavy mineral staining, but this does not affect the integrity of the lining. Sediment levels were about 40 cm's deep, which corresponds to the silt stop depth.
 - Replacement Consideration - The industry recognized lifecycle for a D100 (Multi-Legged) or D107 (Elevated) Welded Steel Tank is 80-100 years. This riveted tank is 90 years old and is showing sign of structural deterioration and coating failure. It is not practical and economically feasible to repair an antiquated asset (AWWA D100 Riveted Multi-Legged Tank) at an expense close to replacing it with a significantly better, state of the art-asset (AWWA D107 Composite Elevated Tank) that is less expensive to maintain. Even after a complete refurbishment, this tank will still have areas of hidden corrosion, metal loss and age related stress faults that cannot be addressed, and these defects will affect its structural integrity. We strongly recommend starting the process of replacing this tank. We

understand the historical and cultural significance of preserving your community's original water tower as a landmark. However, we must advise that the structural rehabilitation required to maintain this antiquated asset is not feasible. The repairs and associated costs are unlikely to be deemed reasonable, and it is highly improbable that any licensed engineer would certify or stamp the structure for continued use or preservation due to its age, condition and the codes to which it was originally designed.

- ✓ No maintenance activities were completed at the Mount Forest Standpipe or Arthur Spheroid Tower since the last infrastructure review.
- **Production Wells/Pump House maintenance, rehabilitation, or renewal activities;**
 - ✓ The existing 200L sodium hypochlorite chemical tank at Well # 8 in Arthur, was upgraded with a new 300L sodium hypochlorite chemical tank.
 - ✓ The existing Siemens Sitrans P ZD pressure transmitter at Well # 3 in Mount Forest was replaced with a new Siemens Sitrans P320 pressure transmitter.
 - ✓ The existing Siemens Sitrans P ZD tower level pressure transmitter at Well # 3 in Mount Forest was replaced with a new Siemens Sitrans P320 tower level pressure transmitter.
 - ✓ The existing cast iron elbow and short section of cast iron pipe before the flow meter at Well # 3 in Mount Forest was replaced with new stainless steel pipe.
 - ✓ Well Initiatives installed a new stainless steel 225mm nominal diameter liner at Mount Forest Well # 3 into the existing 300mm diameter well casing in order to extend the life of the well.
 - ✓ Well Initiatives was onsite at Arthur Well # 8a to complete well/pump inspection, step test pump, cleaning and inspect pumping equipment, pre and post cleaning video inspection. The report with recommendations had not been received from Well Initiatives at the time of the infrastructure review.
 - ✓ A new steel roof was installed at Arthur Well # 8 pumphouse.
 - ✓ No major maintenance activities were completed at Mount Forest Well # 4, Well # 5 or Well # 6 and Arthur Well # 7b since the last infrastructure review.
- **Annual Arthur and Mount Forest Well Inspections report;**
 - ✓ The most recent inspection was conducted on November 12, 2024. Recommendations were for the Township to continue to take a raw water sample from Mount Forest Well # 5 and test for Chloride and Sodium annually to monitor any changes or trends and to ensure all desiccants contained in each GE Druck Transducer Sensor Termination Enclosure Box are replaced or dried to prevent moisture from damaging the transducer electronics.

- **SCADA/Communications maintenance, rehabilitation or renewal activities;**
 - ✓ Eramosa Engineering is performing quarterly patching on the SCADA software to ensure the system is current. The Manager commented that Risolv is now completing the quarterly patching.
 - ✓ Eramosa Engineering completes maintenance and minor upgrades to the SCADA as requested by Operational staff.
 - ✓ In 2025, the existing HMI Ignition Server (Historian) at the Mount Forest WWTP was replaced with a new HMI Ignition Server (Historian).
- **Leak Detection Program;**
 - ✓ Leak detection was completed between April 15th – April 23rd , 2025, on the West side of Mount Forest’s water system. No leak noises were found in this year’s survey.
- **Main Valves maintenance and inspection records;**
 - ✓ 199 main valves in Mount Forest were operated and inspected in 2025. (see section 7 Operational Performance for further details).
- **Hydrant maintenance and inspection records;**
 - ✓ All fire hydrants in Mount Forest and Arthur were inspected in 2025. (see section 7 Operational Performance for further details).
- **Watermain/Service Leak repairs since the last review;**
 - ✓ There was a total of 2 watermain breaks since the last infrastructure review meeting (infrastructure review period is from September 30, 2024 to October 7, 2025), 1 in Arthur and 1 in Mount Forest. There was also a total of 7 service leak repairs since the last infrastructure review meeting, 2 in Arthur and 5 in Mount Forest (see section 7 Operational Performance for further details).
- **List of approximate age of watermains;**
 - ✓ Arthur and Mount Forest Distribution System maps were redesigned in 2020 as part of the technical updates. These maps are updated annually as changes to the system occur. Spreadsheets are maintained for Asset Management that provide the approximate age of watermains.
- **Risk Assessment Outcomes;**
 - ✓ The Manager of Environmental Services, PCA, Water & Sewer Lead Hand & the Manager of Infrastructure & Engineering Services identified recent changes related to the risk assessment in 2025. They are as follows:
 - New Ignition Server to enhance SCADA security.
 - Reconstruction Projects to reduce watermain breaks and service leaks in the distribution system which ensures a consistent supply of drinking water to residents.
 - Main Valve, Hydrant and Secondary Valve replacements to ensure the infrastructure in the distribution system is adequate for unplanned maintenance and fire fighting purposes.
 - Mount Forest Well # 3 Liner installation will ensure a consistent supply of drinking water to residents.

- **Township of Wellington North Water O. Reg. 453/07 Financial Plan;**

- ✓ The Water and Wastewater Rate Study and Financial Plan updated in 2020 was reviewed and the following items identified in the Capital Forecast were commented on:

The following projects are being recommended for the draft 2026 Capital Budget:

- 2017 Ford F150 Replacement
- Clarke Street Reconstruction (Mid-Block to Domville Street)
- Mount Forest Drive Reconstruction Design Only
- Watermain Valve Replacement (various locations identified during valve inspections)

The following projects are being deferred to future Capital Budget discussions:

- Arthur Spheroid Rehabilitation (dependent on the results of the Class EA currently in progress)
- Frederick Street West Reconstruction (George Street to Edward Street)
- Adelaide Street Reconstruction (Clarke Street to Conestoga Street)
- Fergus Street Reconstruction (Birmingham Street to Sligo Road)
- King Street Reconstruction (Main Street to East of Egremont Street)
- South Water Street Reconstruction
- Walton Street Reconstruction (Clarke Street to Tucker Street)
- Edward Street Reconstruction (Frederick Street to Charles Street)
- Water Meters
- 2019 Dodge Ram 1500 Replacement

The following growth-related projects are going forward:

- Draper Street Construction (Eliza Street to Anderson Avenue)
- Anderson Avenue Construction (Draper Street to Farrell Lane)

The following growth-related projects are being deferred to future Capital Budget discussions:

- Wells Street (Domville Street to Macauley Street)
- Eliza Street (Macauley Street to Tucker Street)
- Trunk Watermain, Existing System to new Elevated Tank
- Sligo Road Reconstruction (Church Street to London Road)
- London Road Reconstruction (Sligo Road to Durham Street)
- New Street (East of HWY # 6)
- Coral Lea Drive (Main Street to Westerly)
- Internal Road – Industrial Park (Coral Lea Drive to Industrial Drive)
- New Arthur Water Tower (dependent on the results of the Class EA currently in progress)
- Arthur Water Supply (dependent on the results of the Class EA currently in progress)
- Murphy Lands (Bristol Street/Bentley Street)
- Mount Forest Water Tower



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Corey Schmidt, Manager Environment & Development Services

REPORT #: ENV 2025-003

REPORT TITLE: 2026 Water and Wastewater Fees and Charges

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report ENV 2025-003 being a report to set the 2026 water and wastewater fees and charges;

AND THAT Council authorize a 2% increase to the water rate and a 4% increase to the wastewater rate for the year 2026 consistent with the recommendations from the 2025 Water and Wastewater Rate Study prepared by DFA Infrastructure International Inc.

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

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

TR 2025-009 Township of Wellington North O.Reg.453/07 Water System Financial Plan No. 113-301A (2026-2031) and Wastewater System Financial Plan

Resolution 2025-296

TR 2025-011 Township of Wellington North's Water and Wastewater Rate Study

Resolution 2025-329

By-Law 084-2024 Establishing fees and charges for water and wastewater

BACKGROUND

The Township completed a Water and Wastewater Rate Study which was approved at the November 17, 2025, meeting of Council. Within the study, water rates were set to increase

2% and wastewater rates were set to increase 4% each year from the period 2026 to 2031, at which time a subsequent water and wastewater rates study will be necessary. 125

Under the provision of notice policy, notice is required of the consideration of this by-law fourteen days in advance of the passage. The notice was placed on the municipal website on October 31, 2025.

ANALYSIS

N/A

CONSULTATION

N/A

FINANCIAL CONSIDERATIONS

Projected Water Rates & Charges

Water Rates & Charges	2025	2026	2027	2028	2029	2030	2031
Annual Increase % Increases	RATES	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Residential Annual (Flat) Base Charge	\$ 593.26	\$ 605.13	\$ 617.23	\$ 629.57	\$ 642.16	\$ 655.01	\$ 668.11
Non-Residential Annual Base Charge	\$ 711.26	\$ 725.49	\$ 739.99	\$ 754.79	\$ 769.89	\$ 785.29	\$ 800.99
Non-Residential Volumetric Rate (per m3)	\$ 2.18	\$ 2.22	\$ 2.27	\$ 2.31	\$ 2.36	\$ 2.41	\$ 2.46

Projected Wastewater Rates & Charges

Wastewater Rates & Charges	2025	2026	2027	2028	2029	2030	2031
Annual Increase % Increases	RATES	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Residential Annual (Flat) Base Charge	\$ 729.67	\$ 758.86	\$ 789.21	\$ 820.78	\$ 853.61	\$ 887.76	\$ 923.27
Non-Residential Annual Base Charge	\$ 874.73	\$ 909.72	\$ 946.11	\$ 983.95	\$ 1,023.31	\$ 1,064.24	\$ 1,106.81
Non-Residential Volumetric Rate (per m3)	\$ 2.67	\$ 2.78	\$ 2.89	\$ 3.00	\$ 3.12	\$ 3.25	\$ 3.38

ATTACHMENTS

Schedule A – 2026 Water and Wastewater Rates

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

- **Outcomes of the Infrastructure Review;**

The following are the outcomes of the review are recommended:

- ✓ Draper Street Construction (Eliza Street to Anderson Avenue) (continued from 2025)
- ✓ Anderson Avenue Construction (Draper Street to Farrell Lane) (continued from 2025)
- ✓ Phase 2 of the Arthur and Mount Forest Ground Water Modeling Update (continued from 2025)
- ✓ Watermain Valve & Hydrant Replacement (2026)
- ✓ Engineering design of Cork Street Reconstruction (only hydrant addition at corner of Martin Street and Cork Street will be water portion of the project). (2026)
- ✓ Engineering design of Mount Forest Drive Reconstruction (2026)
- ✓ 2017 Ford F150 Replacement (2026)
- ✓ Clarke Street Reconstruction (Mid-Block to Domville Street) (2026)

15. Operational Plan Currency, Content and Updates

- The operational plan is updated whenever necessary changes are required to be made.
- The content is reviewed on an annual basis for currency.
- The last revisions were completed September 11, 2025.

Action Items

- None

16. Staff Suggestions

- Staff suggestions are on-going throughout the year, if a change is needed in the Operational Plan, staff are directed to complete a change request form, and that process is followed to make the change.

Action Items

- None

Meeting adjourned at 3:00pm

SCHEDULE "A"
WATER AND SEWER
Effective January 1, 2026

DESCRIPTION	2026
<p>Swimming Pool Rate:</p> <p>In addition to the charges for water, being the Residential Rate or the General Service Rate in Arthur and Mount Forest hereinbefore set out, there shall be a separate water rate of \$81.20 payable annually to the Township by the landowner for each swimming pool located on a parcel of land during each year or part thereof. For the purposes of this paragraph a swimming pool shall be an inground or aboveground swimming pool containing 8,000 gallons of water or more.</p>	\$81.20
<p>Bulk Water Pick-Up or Supply:</p> <p>Persons wanting bulk water pick-up or supply must contact the Water and Sewer Department Office Monday to Friday between the hours of 7:30 A.M. and 4:00 P.M. to schedule the pick-up or supply. A member of the Township's Water Department must be present when any water is loaded. Unauthorized opening of any Township hydrant is an offence that will have legal implications.</p>	\$162.38
<p>Disconnection/Reconnection of Water Services:</p> <p>(a) At the request of owner to facilitate private water system maintenance; or</p> <p>(b) Will only be allowed if the electrical service is also disconnected or reconnected for the same period of time.</p> <p>A service fee will be charged per disconnect/connect (1 water turn off, 1 water turn on).</p>	\$81.20 (During Business Hours) \$108.26 (After-Hours)
<p>Service Call:</p> <p>Any property owner requesting a service call will be charged a minimum \$81.20 fee if the problem is found to be on the landowner's property. Any involvement by the Township in the repair of services on private property shall be billed to the property owner on a time and material basis.</p>	\$81.20 (During Business Hours) \$108.26 (After-Hours)
Water-Sewer Operator Fee (Per hour) – During Business or After Hours	\$64.95

SCHEDULE "B"
WATER & SEWER RATES
Effective January 1, 2026

DESCRIPTION	2026
Water	
Residential (flat rate)	
Residential - monthly	\$50.43
Residential - annually	\$605.13
Non-residential Customers – Annual Flat Rate	\$725.49
Non-residential	
Rate per cubic metre	\$2.22
Meter Maintenance Fee (Commercial / Industrial) - monthly	\$18.77
Wastewater (Sewer)	
Residential (flat rate)	
Residential - monthly	\$63.24
Residential - annually	\$758.86
Non-residential Customers – Annual Flat Rate	\$909.72
Non-residential	
Rate per cubic metre	\$2.78
Special Rate (Non-residential) – 460 Durham St E (Green House)	\$83.20
Water Account Set up	\$27.07
Sewer Account Set up	\$27.07



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk

REPORT #: CLK 2025-019

REPORT TITLE: 2026 Municipal and School Board Election Alternative Vote Procedures

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-019 on the 2026 Municipal and School Board election alternative vote procedures;

AND THAT Council authorize the Mayor and Clerk to sign the by-law to authorize the 2026 Municipal and School Board election alternative vote procedures.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

By-law 010-2025 Authorize Vote by Mail Method in the 2026 Municipal Election

By-law 009-2025 Authorize Optical Scanning Vote Tabulators in the 2026 Municipal Election

CLK 2025-005 - 2026 municipal election

CLK 2025-004 on alternate voting methods in the 2026 municipal election

BACKGROUND

Section 42(3) of the Municipal Elections Act (the Act) provides that when any vote counting equipment and/or alternative voting method is authorized by by-law that the Clerk shall establish procedures and forms regarding same by June 1 in an election year and provide a copy to each candidate when they file their nomination papers.

ANALYSIS

By-law 009-2025, being a By-law to authorize optical scanning vote tabulators in the 2026 Municipal Election was passed on February 24, 2025.

By-law 010-2025, being a By-law to authorize a Vote by Mail method in the 2026 Municipal Election was passed on February 24, 2025.

By approving Policy 001-2025 2026 Municipal and School Board election alternative vote procedures and Policy 002-2025 2026 Municipal and School Board election ballot counting procedures, the municipality will be in compliance with the Municipal Elections Act.

CONSULTATION

N/A

FINANCIAL CONSIDERATIONS

There are no financial considerations in receiving this report for information. The 2026 Municipal and School Board election costs are in the 2026 operating budget.

ATTACHMENTS

Policy 001-2026 attached to By-law 076-2025

Policy 002-2026 attached to By-law 077-2025

STRATEGIC PLAN 2024

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

Approved by: Brooke Lambert, Chief Administrative Officer



TOWNSHIP OF WELLINGTON NORTH

TO: Mayor and Council

DATE: 2025-12-01

MEETING TYPE: Open

SUBMITTED BY: Karren Wallace, Director Legislative Services/Clerk

REPORT #: CLK 2025-020

REPORT TITLE: 2026 Municipal and School Board Advance Voting Dates

RECOMMENDED MOTION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-020 2026 Municipal and School Board Advance Voting Dates;

AND THAT Council approve the advance voting dates, times and location as follows:

Saturday October 10, 2026, between the hours of 10:00 a. m. and 3:00 p.m. at Mount Forest Sports Complex, 850 Princess Street, Mount Forest, ON Leisure Hall

Saturday October 17, 2026, between the hours of 10:00 a.m. and 3:00 p.m. at the Arthur Community Centre, 158 Domville Street, Arthur, ON, Auditorium (downstairs)

AND FURTHER THAT the Mayor and Clerk be authorized to sign the Advance Voting Days by-law.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

2026 Municipal and School Board Election Alternative Vote Procedures

By-law 077-2025 2026 Municipal and School Board Election Alternative Vote Procedures

By-law 076-2025 2026 Municipal and School Board Election Ballot Counting Procedures

By-law 010-2025 Authorize Vote by Mail Method in the 2026 Municipal Election

By-law 009-2025 Authorize Optical Scanning Vote Tabulators in the 2026 Municipal Election

CLK 2025-005 - 2026 municipal election

CLK 2025-004 on al, ternate voting methods in the 2026 municipal election

BACKGROUND

The Municipal Elections Act, Section 43 (1) provides: Before voting day, each local municipality shall hold an advance vote on one or more dates.

Staff are recommending the following date, time and location for the Advance Polls in the 2026 Municipal and School Board Election:

1. Saturday October 10, 2026, between the hours of 10:00 a. m. and 3:00 p.m. at the following location:

Mount Forest Sports Complex
850 Princess Street
Mount Forest, ON
Leisure Hall

2. An Advance Vote shall be held on Saturday October 17, 2026, between the hours of 10:00 a.m. and 3:00 p.m. at the following location:

Arthur Community Centre
158 Domville Street, Arthur, ON
Auditorium (downstairs)

Two election officials will be required to work at each poll in order to ensure timeliness of the voting process and security of the ballot box.

A ballot box will be available at the municipal office in Kenilworth from October 5, 2026, to October 23, 2022 during regular business hours and on October 26, 2026, from 10:00 a.m. to 8:00 p.m. for those individuals who wish to deliver their ballot and deposit it into the ballot box.

ANALYSIS

By adopting By-law 078-2025 authorizing advance voting days, the municipality will be in compliance with the Municipal Elections Act.

CONSULTATION

N/A

FINANCIAL CONSIDERATIONS

Operating and staffing implications:

There will be financial implications by holding Advance Polls, including staff, rental of facilities and purchase of equipment. These expenditures are included in the 2026 operating budget for the municipal election.

ATTACHMENTS

By-law 078-2025 attached in this agenda.

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

ABCA Program Report

To: Board of Directors – Business out of the Minutes
Date: November 20, 2025
From: Davin Heinbuck, General Manager/Secretary-Treasurer
Subject: Draft Resolution: A Response to Proposed Boundaries for the Regional Consolidation of Ontario’s Conservation Authorities

Recommendation:

WHEREAS the Ausable Bayfield Conservation Authority (ABCA) Board of Directors acknowledges and supports the Province’s goals of improved efficiency of watershed management, through the implementation of a digital applications and permitting system, consistent policies, flood standards, fees, and technology; and

WHEREAS consistent policies, and resources across the existing conservation authorities boundaries could be achieved through direction and tools such as technical guidelines provided by the Ministry of the Environment, Conservation and Parks; or Conservation Ontario; and

WHEREAS conservation authorities are locally based, grassroots organizations formed by municipal governments in response to the challenges posed by a changing landscape; especially, the increased exposure to flooding and erosion hazards and the resulting risks to lives and property. In the case of ABCA, this vision has proved a successful model for 80 years; and

WHEREAS the ABCA, with the guidance and support of our 12 member municipalities, demonstrates fiscal prudence in conservation delivery, ensuring stable growth through stable funding. ABCA has successfully leveraged funding to support programs and services that are locally important and are driven by community engagement through ABCA’s Conservation Strategy and the Watershed Based Resource Management Strategy; and

WHEREAS conservation authorities across the Province operate efficiently by working in close partnership with approximately eight member municipalities for every one conservation authority. This structure enables resources to be directed toward on-the-ground initiatives that advance our mandate while addressing local community needs, achieving an effective balance in scale, management and service delivery; and

WHEREAS plans to regionalize conservation authorities through consolidation would dilute local accountability and municipal partnership and is contrary to the basic principle that decisions are best made closest to the communities they affect. Effective representation by municipal partners remains core to the success of conservation authorities. The ABCA, while not unique among conservation authorities in this respect, is effective in working with our community to support sustainable development, and keeping communities safe; and

WHEREAS being front-line means being responsive and accountable to the community by delivering the services that are essential and valued to the best interest of the community. The front line of provincial priorities on housing, the economy, infrastructure, and climate resilience are in the decisions between municipalities working together to address issues around floodplain (and hazard) protection and resilient upland and landscape management. Further, our staff and Board are responsive and accountable to the needs of the watershed community, while meeting or exceeding provincial service standards. Our staff and Board are reachable through publicly available contact information. Local governance and direction combined with local service provision allows ABCA to continue to be responsive to our community; and

WHEREAS consolidation will result in substantial transition costs, not the least of which is time. In all facets, that would divert resources from front-line service delivery and delay desired outcomes. Further, the loss of local watershed knowledge and community relationships will add greater uncertainty, loss of trust, and delay for our watershed residents. This includes the agricultural community, businesses, builders, developers, and our municipal partners that seek timely and effective local advice, which is provided through local pre-consultation; and

WHEREAS a proposed regional watershed would create a geographically vast and administratively complex organization when joining northern municipalities with those that are rural, such as ABCA, where agriculture is the main economic driver. The differences are distinguishable between the Lake Superior and Georgian Bay watersheds to those in Southwestern Ontario on the shores of Lake Huron. The ABCA serves Southwestern Ontario agricultural communities facing vastly different geographies, climate, and infrastructure realities which would be ill-served by a broad regional administrative structure. This would be considerably worse if local offices do not remain available and accountable to its membership, partners and the communities they serve.

THEREFORE BE IT RESOLVED:

THAT the Ausable Bayfield Conservation Authority Board of Directors does not support the proposed “Huron-Superior Regional Conservation Authority” boundary configuration as outlined in Environmental Registry Notice 025-1257; and

THAT meaningful modernization can occur within the current watershed-based governance framework; and

THAT the ABCA Board endorses further provincial evaluation of a more focused specific model as a geographically coherent, cost-effective and locally accountable alternative that advances the government’s priorities of efficiency, red-tape reduction and timely home construction; and

THAT the Board asks that the Ministry of the Environment, Conservation and Parks engage directly with affected municipalities and conservation authorities across Southwestern Ontario through a working group before finalizing any consolidation boundaries or legislative amendments; and

THAT a forthcoming ERO response at the approval of the ABCA Board be forwarded to the Environmental Registry of Ontario consultations; and

THAT a letter from the Chair containing this resolution, and ERO response, be forwarded to:

- the Minister of the Environment, Conservation and Parks and his Opposition critics; and
- the Ministry of the Environment, Conservation and Parks (CA Office); and
- Ontario’s Chief Conservation Executive, Hassaan Basit; and
- local Members of Provincial Parliament; Matthew Rae (Perth-Wellington), Hon. Lisa Thompson (Huron-Bruce, Minister of Rural Affairs), and Steve Pinsonneault (Lambton-Kent-Middlesex); and
- local MPs; and
- All local watershed municipalities, all municipalities in Ontario, and Counties within ABCA ‘s watershed; and
- the Association of Municipalities of Ontario, the Rural Ontario Municipal Association; and
- Ausable Bayfield Conservation Foundation; and
- Conservation Ontario and all Conservation Authorities in Ontario.

Background:

As shared with the ABCA Board at their special meeting held November 6, 2025, the Ministry of the Environment, Conservation and Parks has proposed to reduce Ontario's 36 conservation authorities to 7 regional authorities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency (OPCA) to provide centralized oversight and direction under the Conservation Authorities Act.

Under this proposal, the ABCA would be merged into a new proposed "Huron-Superior Regional Conservation Authority" together with the Maitland Valley CA, Saugeen Valley CA, Grey Sauble CA, Nottawasaga Valley CA, Lake Simcoe Region CA and the Lakehead Region CA (Thunder Bay), which will include approximately 78 municipalities across the range.

On Friday, November 7th, the Ministry of the Environment, Conservation and Parks posted Environmental Registry Notice No. 025-1257 ("Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities"), The ERO posting remains open for public comment for a total of 45 days until December 22, 2025 at 11:59 p.m.

Concurrently, Bill 68 was introduced on Thursday, November 6th, indicating that through changes to the Conservation Authorities Act, the OPCA will be established. The OPCA has control of the governance framework of the new regional conservation authorities, has authority over regional conservation authorities, and can charge fees to regional conservation authorities for cost recovery. The OPCA will assess, report and provide direction of regional authorities as it relates to finances, strategic plans, standards, central permitting, and general progress. The proposed plan will see the OPCA have a Board of 5-12 members, appointed by the government, but will not include members of parliament. The board will appoint a CEO, who will establish staffing of the agency. The current status of Bill 68 is that it is in First Reading, and is ordered for Second Reading, and expected to pass shortly.



United Counties of
Stormont, Dundas & Glengarry

RESOLUTION

MOVED BY Councillor Densham

RESOLUTION NO 2025- 159

SECONDED BY

DATE November 17, 2025

WHEREAS the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses;

AND WHEREAS the municipalities within Stormont, Dundas and Glengarry (SDG) established South Nation Conservation (SNC) in 1947 and the Raisin Region Conservation Authority (RRCA) in 1963;

AND WHEREAS local municipalities currently provide between 25% and 50% of total conservation authority funding, while the Province of Ontario provides approximately 3%;

AND WHEREAS municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers;

AND WHEREAS conservation authorities collectively own and manage thousands of acres of land, much of which was donated by local residents and entrusted to conservation authorities as a personal legacy for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities;

AND WHEREAS Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined;

AND WHEREAS the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;

NOW THEREFORE BE IT RESOLVED THAT the Council of the United Counties of Stormont, Dundas and Glengarry calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local

representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND FURTHER THAT while the United Counties of SDG supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;

AND FURTHER THAT the United Counties of SDG supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives.

AND FURTHER THAT a copy of this resolution be sent to the Ontario Minister of Environment, Conservation, and Parks, to the local MP and MPPs, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and all municipalities and Conservation Authorities in Ontario.

CARRIED DEFEATED DEFERRED



 WARDEN

Recorded Vote:	
Councillor Bergeron	_____
Councillor Broad	_____
Councillor Densham	_____
Councillor Fraser	_____
Councillor Guindon	_____
Councillor Landry	_____
Councillor MacDonald	_____
Councillor McDonald	_____
Councillor McGillis	_____
Councillor St. Pierre	_____
Councillor Williams	_____
Warden Lang	_____



Wednesday, November 19, 2025

Re: Resolution 90/25 (Bill 68 and ERO Posting 025-1257)

On October 31, 2025, the Ministry of Environment, Conservation and Parks (MECP) circulated a media release "[Ontario Creating New Conservation Authority Agency to Improve Service Delivery and Protect Communities](#)" outlining the intention to establish a new provincial board-governed agency to provide leadership, governance, and strategic direction to Conservation Authorities (CAs) across the province. You can [view the Minister's media conference here](#). Conservation Authorities across the province only learned of the province's intention an hour before its announcement, meaning that this consolidation plan was developed in the absence of any consultation or discussion with those with decades of watershed knowledge and boots-on-the-ground experience.

On November 6, 2025, [Bill 68, Plan to Protect Ontario Act \(Budget Measures\), 2025 \(No. 2\)](#) was introduced in the Ontario legislature and passed first reading. It is anticipated that second and third readings will occur in the next weeks, and the bill will be enacted in early December 2025. Schedule 3 of Bill 68 contains language to amend the Conservation Authorities Act with provisions for the creation of the *Ontario Provincial Conservation Agency* and outlines the objects, governance structure, funding model, etc. of this new agency.

On November 7, 2025, the MECP posted [ERO #025-1257 Proposed boundaries for the regional consolidation of Ontario's Conservation Authorities](#) for a commenting period ending December 22, 2025. This proposal consolidates Ontario's 36 Conservation Authorities into just 7 regional conservation authorities.

Ontario's Conservation Authorities are watershed-based agencies (meaning that the boundaries have regard for geographic significance that may not adhere to municipal boundaries). A map depicting the [new proposed regional conservation authorities](#) clearly indicates the broad areas encompassed with these proposed changes, which far surpass local watershed-based areas.

The formation of regional Conservation Authorities may have significant impacts for a broad number of local stakeholders in all consolidated regions. No specific evidence-based analysis has been provided to necessitate or justify a larger, regional conservation authority or the need for a distinct and separate provincial agency providing oversight, that historically was the responsibility of a specific ministry. Not only will this consolidation result in exorbitant costs related to dissolution of 36 authorities, the development of, and migration to shared systems (IT, Finance, HR etc.), but it will add an additional layer of cost and complexity.

If the province is intending to proceed in a transparent fashion, then those boards and agencies (36 Conservation Authorities) currently engaged in integrated watershed management should participate in a fulsome consultation process, prior to this legislation proceeding to second and third readings. At this time, there is no consultation beyond the ERO, which is proposing boundaries for the new regional entities. There are serious concerns and many questions that have been asked and remain unanswered, including:

- the funding mechanism for the new provincial oversight agency.
- the new governance model and potentially inadequate local representation on a regional board.
- the merging of disparate policies, for distinctly different watersheds, into a “one-size-fits-all” policy framework, that could dilute and negate site-specific management approaches in favor of overarching policies that span diverse watersheds.
- the centralization of programs and services, which are currently customized and responsive to local needs, conditions, priorities and funding opportunities.
- the impacts on administrative and support staff and how “redeployment” will work, practically and logically.
- the impacts to the related charitable foundations, specifically those with narrow objects supporting their geographically limited conservation authority.
- the impact of dissolution on each of the applicable existing conservation authorities and implications under the Income Tax Act for authorities who are also registered charities.
- the ultimate transfer of assets such as property and other significant assets (infrastructure dams, dykes, power generation, etc.) currently owned by 36 autonomous bodies

Under the new proposed Lake Erie Region Conservation Authority, approximately 81 municipal parties could not hope to reasonably have a voice that the ERO posting attempts to describe, that being, “...under consolidation the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight, in accordance with requirements under the Conservation Authorities Act...”. It is a geographic impossibility that the interests of the Windsor-Essex-Pelee region would be of interest, concern or familiar to a land-locked geographical extent up to 300 kms distant.

ERCA currently has a Board of Directors comprised of 9 member municipalities represented by 19 elected officials (4 from our largest municipality, 2 from each of our county municipalities and 1 from the Township of Pelee). This local governance model ensures accountability and transparency to the local ratepayers and councils who fund the majority of the operational budget for the mandatory programs and services of the Essex Region Conservation Authority. If proposed governance maintains a similar calculation for regional representation, the ultimate board size would be completely unwieldy.

As the province moves forward with plans for amalgamation, we would like to see the province commit to:

- actual, full consultation with municipalities regarding funding both the Agency and the new potential regional conservation authority.
- maintaining a strong local voice that is both accountable to the ratepayer and able to provide transparent and timely responses to inquiries, applications and programs for this local watershed.

- maintaining local expertise that is knowledgeable and can implement programming at an appropriate watershed extent.
- maintaining local offices / branches to operate, reporting to a larger Regional office.
- clarity on the path forward for those conservation authorities with foundations.
- transparently providing actual costing of potential costs for amalgamation/consolidation.

Attached to this correspondence is a resolution passed by the ERCA Board of Directors at a meeting held November 13, 2025.

Stakeholders are encouraged to review the information provided in the links in this letter and provide comments through the posting [ERO #025-1257 Proposed boundaries for the regional consolidation of Ontario's Conservation Authorities](#), well in advance of the **closing date of December 22, 2025**.

Should you require further information, please contact me by email at admin@erca.org.

Regards,

Molly Allaire

Molly Allaire
Chair, Essex Region Conservation Authority

Attached: ERCA Board Resolution 90/25, November 13, 2025

CC: The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks
Andrew Dowie, MPP (Windsor-Tecumseh); Anthony Leardi MPP (Essex);
Hon. Trevor Jones MPP (Chatham-Kent-Leamington); Lisa Gretzky MPP (Windsor West)
Local Municipal Councils
Chief Nikki van Oirschot, Caldwell First Nation
Chief Leela Thomas, Walpole Island First Nation
Association of Municipalities of Ontario
Conservation Ontario
Conservation Authorities in Ontario
Local environmental groups and other stakeholders



Proposed New Ontario Provincial Conservation Agency

Resolution No. 90/25

Moved by Angelo Marignani

Seconded by Ryan McNamara

WHEREAS the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 ("Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities"), proposing to reduce Ontario's 36 conservation authorities to 7 regional entities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency to provide centralized oversight and direction under the *Conservation Authorities Act*; and

WHEREAS under this proposal, the Essex Region Conservation Authority (ERCA) would be merged into a new "Lake Erie Regional Conservation Authority" together with the:

- Lower Thames Valley CA
- St. Clair Region CA
- Upper Thames River CA
- Kettle Creek CA
- Catfish Creek CA
- Long Point Region CA
- Grand River CA

forming a single organization stretching from Windsor, Essex County and Pelee Island, through north of Waterloo region; and

WHEREAS the Board acknowledges and supports the Province's goals of improved efficiency, consistency and fiscal prudence in conservation delivery, but finds that the proposed "Lake Erie Region" configuration would:

1. Create a geographically vast and administratively complex entity, joining northern, rural and fast-growing southern municipalities throughout the province with little shared watershed connection or economic alignment;
2. Dilute local accountability and municipal partnership, contrary to the principle that decisions are best made closest to the communities they affect;

3. Generate substantial transition costs — including human-resources integration, governance restructuring, IT migration and policy harmonization — that would divert resources from front-line service delivery and delay measurable outcomes, contrary to the Province's own business-planning principles of value for money, cost containment and service continuity; and,
4. Risk greater uncertainty and delay for builders, developers and farmers, as local permitting offices and staff familiar with site conditions are replaced by distant regional structures, making it harder for applicants to obtain timely local advice, resolve issues or expedite housing and infrastructure approvals that support the Province's "Get It Done" agenda; and

WHEREAS the ERCA has already undertaken significant modernization work aligned with provincial objectives, including:

- implementation of a digital permitting and inspection system that has reduced turnaround times;
- improvements in transparency and client communication;
- data and network systems, including security and redundancy
- numerous internal reviews to identify opportunities for cost savings and efficiencies
- conversion of redundant support and non-mandatory positions to front-line mandatory service positions

demonstrating that meaningful modernization can occur within the current watershed-based governance framework; and

WHEREAS the Board further recognizes that the Essex Region Conservation Authority serves Southwestern Ontario communities facing vastly different climatic, hydrological and infrastructure realities, with no single river running through the Essex region by itself defining the watershed and being surrounded on three sides by water, with topography that is prairie-like and subject to costal erosion and flood-prone areas, which would be ill-served by a larger overarching administrative structure extending over 300 kilometers to townships north of the Kitchener-Waterloo Guelph area;

THEREFORE BE IT RESOLVED THAT:

1. The Board of Directors does not support the proposed "Lake Erie Regional Conservation Authority" boundary configuration outlined in Environmental Registry Notice 025-1257; and
2. The Board instead endorses further provincial evaluation of a more focused specific model as a geographically coherent, cost-effective and locally accountable alternative that advances the government's priorities of efficiency, red-tape reduction and timely housing delivery; and
3. The Board requests that the Ministry engage directly with affected municipalities and conservation authorities across Southwestern Ontario most specifically, the Windsor-Essex and Pelee Island municipalities before finalizing any consolidation boundaries or legislative amendments; and
4. That this resolution, with a letter from the Chair, be forwarded to the Environmental Registry of Ontario consultations and to:
 - the Minister of the Environment, Conservation and Parks and his Opposition critics;

- local Members of Provincial Parliament;
- local Municipal Councils
- the Association of Municipalities of Ontario and Conservation Ontario;
- local First Nations
- local environmental groups and other stakeholders, and
- all Conservation Authorities in Ontario

- **CARRIED**

I, Nicole Kupnicki, Manager, Human Resources & Council Services of the Essex Region Conservation Authority, do hereby certify this to be a true and complete copy of Resolution No. 90/25, passed by the Essex Region Conservation Authority Meeting of the Board of Directors on the 13th day of November, 2025.

DATED at Essex, Ontario
this 14th day of November, 2025.



Nicole Kupnicki

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

BY-LAW NUMBER 076-2025

**BEING A BY-LAW TO ADOPT THE 2026 MUNICIPAL AND SCHOOL
BOARD ELECTION BALLOT COUNTING PROCEDURES**

WHEREAS the Council of the Township of Wellington North wishes to enact a by-law to adopt the 2026 Municipal and School Board Election Ballot Counting Procedures Policy

NOW THEREFORE the Council of the Township of Wellington North hereby enacts following:

1. THAT the Mayor and Clerk are authorized to execute the 2026 Municipal and School Board Election Ballot Counting Procedures Policy attached hereto as Schedule A;
2. AND THAT this By-law shall come into effect January 1, 2026.

READ AND PASSED THIS 1st DAY OF DECEMBER, 2025

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

2026 MUNICIPAL AND SCHOOL BOARD ELECTION BALLOT COUNTING PROCEDURES

Department: Clerk
 Policy Number: 001-2026
 Effective Date: January 1, 2026
 Legislative Authority: Municipal Elections Act 1996
 Approved by: By-law 076-2025
 Review Period: Every four years

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1. PURPOSE

- 1.1 Section 42(3) of the Act requires that the Clerk establishes procedures and forms for the use of any alternative voting method and method of vote counting, and that a copy of such procedures and forms be provided to each candidate. The purpose of this document is to establish procedures for the use of the vote by mail method and vote counting tabulators that is consistent with the principles of the Municipal Elections Act, 1996.

2. SCOPE

- 2.1 This policy applies to all candidates, elected officials, scrutineers, staff and election officials in the Township of Wellington North during the October 26, 2026, municipal and school board elections.

3. DEFINITIONS

- a. **Ballot Count Centre** - is where the blank ballot kits are stored, the outer yellow envelopes are opened, the secrecy envelopes are opened, ballots are processed, tabulators are located and the tabulating of votes will occur on Voting Day. This station is located at the Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0. This location is only open to authorized staff, designated election officials, certified candidates and/OR appointed scrutineers.
- b. **Clerk** - is the Clerk of the municipality who is responsible for conducting this election under the authority of the Act. All references to the Clerk for the purposes of this manual shall mean the Returning Officer (R.O.) for the 2026 Municipal Election. All references to Clerk's designate shall mean the delegated duties of the R.O.
- c. **Datafix** - is the company that provides and manages the Voterview software.
- d. **Deputy Returning Officer** - is a person appointed by the Clerk for each voting place who will be delegated specific duties and powers by the Clerk.
- e. **Election Official** - is the Clerk or other person(s) appointed in writing by the Clerk to carry out election duties under the Act. An election official can only carry out the tasks and duties as assigned in writing by the Clerk, and must take the prescribed oath. (s. 15(4))
- f. **Municipal Office** - is the Township of Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.
- g. **Regular office hours** - Monday to Friday, 8:30 a.m. to 4:30 p.m.

- h. **Scrutineer** - is an individual, appointed in writing by a certified candidate, to represent him or her during the voting process.
- i. **Tabulators** - is optical scanning equipment used to tabulate ballots.
- j. **Voterview** - is an internet-based application designed to provide elections officials with an electronic view of their electoral information.
- k. **Voting Day** - is the final day on which votes may be cast in the 2026 municipal and school board elections, and shall be the fourth Monday in October, being Monday, October 26, 2026, with the close of voting to be at 8:00 p.m.
- l. **Voting Place** - is located at the Municipal Office, at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.

4. GENERAL PROVISIONS

- 4.1 The Clerk, in the role of Returning Officer, may need to vary from these prescribed rules, or develop additional ones, from time to time as the Clerk deems necessary.
- 4.2 A copy of any amendment(s) to this policy will be posted on the municipal website. Candidates and electors should check regularly for amendments.
- 4.3 The alternative voting method ensures that every eligible voter has an opportunity to exercise their right to vote in a seamless, accessible and barrier-free manner.
- 4.4 Any person who receives a vote by mail kit addressed to another person should contact the Municipal Office to receive further information, as it is against the law to exercise a vote other than your own vote.
- 4.5 As with all matters related to a municipal election, the Clerk's decision is final.
- 4.6 For more information, please drop in to the Municipal Office during regular business hours, or call 519-848-3620 or access information from the municipal website: <http://wellington-north.com/>.
- 4.7 All election officials take an oath of secrecy on appointment by the Clerk. All complaints as well as questions and answers of the complainant regarding any and/OR all breaches of secrecy shall be documented by the Election Official/Clerk. If deemed appropriate, the Clerk shall submit same to the police for further investigation and prosecution.

5. MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT

5.1 Despite anything in the Municipal Freedom of Information and Protection of Privacy Act, documents and materials filed with or prepared by the Clerk or any other election official under the MEA are public records and, until their destruction, which is 120 days after the election results are declared, may be inspected by any person at the clerk's office at a time when the office is open.

6. PROCESSING DECLARATION FORMS, BALLOTS AND RETURN ENVELOPES IN ADVANCE OF VOTING DAY

6.1 On Friday October 9, 2026, and Friday October 16, 2026 at 2.30 p.m. the Clerk or designate, will process any ballots that have been received, by unsealing the yellow outer return envelopes at the ballot count station.

6.2 Upon verifying the voter declaration has been signed, the declaration shall be scanned into Voterview, which will show the individual as having voted on the voters list.

6.3 Once a reconciliation has been completed, the unsealed yellow outer return envelope shall be shredded, the sealed white ballot secrecy envelope shall be placed in a ballot box and the voter declaration will be retained by the Clerk, placed together and stored in sealed ballot boxes.

6.4 At 2:30 p.m. each day from October 19, 2026, to and including October 23, 2026, election officials will process ballots received that day in the above noted manner.

6.5 Candidates or their designated scrutineer may attend during this process.

7. RECONCILIATION PROCESS:

7.1 The number of yellow outer return envelopes processed shall be reconciled with the:

7.1.1 Number of electors marked as having voted;

7.1.2 Number of secrecy envelopes deposited into the ballot box;

7.1.3 Number of unsigned declaration forms;

7.1.4 The reconciliation shall be recorded on the Daily Batch Reconciliation Form;

7.1.5 A report shall be generated through Voterview showing which electors have voted.

8. UPDATED VOTERS LISTS

- 8.1 At 9:00 a.m. to 4:00 p.m., Monday to Friday from October 5, 2026, to October 24, 2026, candidates may, by appointment, attend at the Municipal Office to receive an updated voters list that indicates electors who have cast their ballot in advance of voting day.

9. BALLOT COUNT PROCEDURE ON ELECTION DAY

- 9.1 On Voting Day, between 2:00 p.m. and 8:00 p.m., two election officials will process ballots as they are received in the Municipal Office by unsealing the yellow outer return envelopes at the ballot count station.
- 9.2 Upon verifying the voter declaration has been signed, the declaration shall be scanned into Voterview, indicating the individual has cast a ballot. Once a reconciliation has been completed, the unsealed yellow outer return envelopes shall be shredded and the sealed white ballot secrecy envelopes shall be delivered in bundles of 25 to ballot station 1 in the ballot count station.
- 9.3 Between the hours of 12:00 p.m. and 6:00 p.m. ballots shall be picked up at polling locations in Mount Forest and Arthur every two hours and returned to the ballot count centre.
- 9.4 The completion of the statements of results and handling of election materials will proceed as set out in the Municipal Elections Act 1996, subject to whatever modifications may be required due to the vote by mail process.
- 9.5 No ballots shall be counted or results revealed until after 8:00 p.m. on voting day.
- 9.6 Once all of the prescribed forms have been completed, the ballots shall be sealed into a ballot box and placed in a secure storage location.

10. BALLOT COUNT STATION 1

- 10.1 Up to two election officials will be situated at station 1 in the ballot count centre.
- 10.2 Election officials shall unseal the secrecy envelope, flatten the ballot and stack them in bundles of 25.
- 10.3 If any ballot is accidentally cut, the Clerk or designate shall mark it as being damaged and process it as though it had not been damaged. A notice advising the damage to the ballot was caused by the election official shall be prepared.

- 10.4 If the repaired ballot cannot be counted through the tabulator, the Clerk shall cast a new ballot with identical markings to the damaged ballot and it shall be counted as a vote being cast. A notice advising the damaged ballot could not be counted and was duplicated, shall be prepared.

11. BALLOT COUNT STATION 2

- 11.1 Two or more election officials shall be situated at station 2 in the ballot count centre.
- 11.2 An election official will take the flattened ballots from station 1 to station 2, where officials shall begin feeding the ballots into the tabulator one at a time.
- 11.3 As each bundle of 25 ballots are scanned and tabulated, the bundle shall be marked with the scanner it was processed through, and deposited in bundles of 25 by an election official into a ballot box.
- 11.4 As each ballot box is filled with counted ballots, the box will be sealed and transported to a secure location.

12. RESULTS

- 12.1 Once all ballots with the votes cast for each candidate have been counted and tallied, the Clerk shall make an unofficial announcement of the candidate who has been elected to each position.
- 12.2 Certified results will be issued by the Clerk by end of day October 27, 2026.

13. REJECTED BALLOTS

- 13.1 The Clerk shall reject from the count all ballots, and votes on a ballot that do not comply with the following prescribed rules as per O. Reg. 101/97:
- 13.1.1 all votes on a ballot, if the ballot,
 - 13.1.1.1 was not supplied by the Deputy Returning Officer, or;
 - 13.1.1.2 contains writing or marks that may identify the elector, or is torn, defaced or otherwise dealt with by the elector in a way that may identify him or her;
 - 13.1.2 votes in a ballot for an office, if votes have been cast for more candidates for the office than are to be elected;
 - 13.1.3 any vote in a ballot, if the vote is not marked inside the space provided for marking the ballot.

13.2 In addition to rejecting cast ballots for violations of the Municipal Elections Act, 1996, a ballot will not be counted under any of the following circumstances:

- 13.2.1 any vote in a ballot where the voter's intent is not clear;
- 13.2.2 upon opening the sealed ballot secrecy envelope at the ballot count station 2, the envelope contains more than one ballot;
- 13.2.3 upon opening the sealed ballot secrecy envelope at the ballot count station 2, the envelope contains a ballot which has not been marked;
- 13.2.4 the inner envelope has identifiable marks – identifiable marks could be any writing or printing or marks placed on the envelope other than that printed by DataFix.

13.3 Any part of any ballot rejected shall not invalidate the remainder of the ballot except if there are identifying marks, in which case the entire ballot shall be rejected.

14. OBJECTIONS [SECTION 52 (3), (4)]

14.1 The Clerk Shall:

- 14.1.1 decide all objections;
- 14.1.2 prepare a list in which the objections are summarized and individually numbered. The summary should include the statement "Objected to by (the candidate's name or the candidate's scrutineer or the scrutineer's name in the case of a by-law or question)";
- 14.1.3 write the number of each objection on the back of the relevant ballot and initial the number;
- 14.1.4 count the ballots as required by legislation and make decisions related to the ballots as noted above. This does not preclude the appointment of more than one DRO for a Voting Place.

15. PROCEDURE FOR A CANDIDATE OR SCRUTINEER OBJECTING TO A BALLOT

15.1 The election official will keep a record of every ballot that is contested by a candidate or scrutineer by:

- 15.1.1 giving a number to that objection;
- 15.1.2 writing that number on the ballot and initialing it;

15.1.3 depositing it in an envelope marked "Ballot Contested by Candidate or Scrutineer".

15.2 Before the final votes are tabulated, the Clerk or designate shall make a determination as to whether the ballot being objected to will be counted or not.

15.3 The Clerk's decision is only subject to reversal by a judge on a judicial recount or on an application to contest the election.

16. CANDIDATES AND SCRUTINEERS

16.1 Between October 4th, 2026 and October 23rd, 2026, candidates or properly approved scrutineers, may inspect the election office by making an appointment with the Clerk or Deputy Clerk, for the purpose of observing the manner in which ballot packages are being received, processed and stored.

17. TABULATORS

17.1 The Clerk shall ensure that the tabulators are tested prior to voting day to ensure accuracy.

17.2 The Clerk shall establish a time or times, prior to voting day, when candidates will have an opportunity to view how the tabulators work.

18. TESTING OF TABULATORS

18.1 The Clerk will arrange training sessions for all elections officials as required, using the tabulators.

18.2 Not more than seven days before voting day, the Clerk shall have the tabulators tested to ensure that they will accurately count the votes for all candidates that are marked with a valid mark in the designated area.

18.3 When testing the tabulators, adequate safeguards shall be taken to ensure that the system, or any part of it that is used for processing and tabulating votes, is isolated from all other applications or programs.

18.4 The tabulator shall be programmed so that a printed record of the number of votes cast for each candidate and with respect to each by-law and question can be produced. The tabulator will be programmed to return ballots that are blank or cannot be read. All other ballots will be accepted.

18.5 After programming the tabulators, the test shall be conducted as follows:

- 18.5.1 Tabulate a pre-audited group of ballots marked in the designated area, including ballots that fall into each of the following categories:
- 18.5.1.1 Ballots on which are recorded a pre-determined number of votes for each candidate and for each question or by-law;
 - 18.5.1.2 Ballots that have votes in excess of the number allowed by law for each candidate, question or by-law;
 - 18.5.1.3 Ballots that have no votes recorded;
 - 18.5.1.4 Ballots that assign a varying number of votes to each candidate, question or by-law.
- 18.5.2 A comparison will be made of the output of the tabulation with the pre-audited results.

18.6 If the Clerk detects any error in the test, the cause of the error shall be ascertained and corrected and the test repeated until an errorless count is made and certified by the Clerk.

18.7 On voting day, before the commencement of the tabulation of the votes, the Clerk shall have the tabulator(s) produce a “zero” report.

18.8 The Clerk shall, at the completion of the test, retain the programs, test materials and ballots in the manner provided for in the Act for the keeping of ballot boxes.

18.9 The Clerk shall retain and have access to the pre-audited group of ballots referred to above and other materials used in the programming of the vote tabulator.

18.10 The Clerk shall not alter or make changes to the materials referred to in subsection (18.9), but may make copies of them.

19. EMERGENCIES

19.1 In the event of any condition of an emergency or any circumstance that will undermine the integrity of the election, the Municipal Clerk, or designate, has the discretion to declare an emergency and make any arrangements deemed necessary for the conduct of the election. Any unforeseen circumstances not dealt with in these procedures shall be recorded, the action taken documented, and reflected in an addendum to these procedures, signed by the Clerk and circulated to all candidates as soon as possible.

20. CERTIFICATION

20.1 These are the certified procedures for voting and for the use of vote counting equipment that shall be followed for the 2026 Municipal Elections in the Township of Wellington North.

21. AMENDMENTS

21.1 These procedures may be amended as deemed necessary by the Clerk and/or Deputy Returning Officer.

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

BY-LAW NUMBER 077-2025

**BEING A BY-LAW TO ADOPT THE 2026 MUNICIPAL AND SCHOOL
BOARD ELECTION VOTING PROCEDURES POLICY**

WHEREAS the Council of the Township of Wellington North wishes to enact a by-law to adopt the 2022 Municipal and School Board Election Voting Procedures Policy

NOW THEREFORE the Council of the Township of Wellington North hereby enacts following:

1. THAT the Mayor and Clerk are authorized to execute the 2022 Municipal and School Board Election Alternate Vote Procedures Policy attached hereto as Schedule A;
2. AND THAT this By-law shall come into effect January 1, 2026.

READ AND PASSED THIS 1st DAY OF DECEMBER, 2025

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

2026 MUNICIPAL AND SCHOOL BOARD ELECTION ALTERNATIVE VOTE PROCEDURES

Department: Clerk
 Policy Number: 001-2026
 Effective Date: January 1, 2026
 Legislative Authority: Municipal Elections Act 1996
 Approved by: By-law 077-2025
 Review Period: Every four years

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1. SCOPE

1.1 This policy applies to all qualified electors and election officials in the Township of Wellington North during the 2026 municipal election.

2. PURPOSE

2.1 Section 42(3) of the *Act* requires the Clerk to establish procedures and forms for the use of any alternative voting method. The alternative voting method being employed in Wellington North for the October 24, 2026 municipal election is vote by mail.

3. DEFINITIONS

- a) **Ballot count centre** - is where the blank ballot kits are stored, the outer yellow envelopes are opened, the secrecy envelopes are opened, ballots are processed, tabulators are located and where the tabulating of votes will occur on Voting Day. This station is located at the Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0. This location is only open to authorized staff, designated election officials, certified candidates and/OR appointed scrutineers.
- b) **Ballot kit/vote by mail kit** - contains voting instruction sheet; composite ballot; ballot secrecy envelope; voter declaration form; yellow outer return envelope with prepaid postage and such other material as the Clerk or designate determine.
- c) **Clerk** - is the Clerk of the municipality who is responsible for conducting this election under the authority of the Act. All references to the Clerk for the purposes of this manual shall mean the Returning Officer (R.O.) for the 2026 Municipal Election. All references to Clerk's designate shall mean the delegated duties of the R.O.
- d) **Deputy Returning Officer** - is a person appointed by the Clerk for each voting place who will be delegated specific duties and powers by the Clerk.
- e) **Election Official** - is the Clerk or other person(s) appointed in writing by the Clerk to carry out election duties under the Act. An Election Official can only carry out the tasks and duties as assigned in writing by the Clerk, and must take the prescribed oath. (s. 15(4))
- f) **Municipal Office** - is the Township of Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0, and where electors can obtain assistance with the voting process; make additions, deletions and corrections to the voters list; and receive clarification on the election process or assistance with casting their ballot.
- g) **Proof of identification** - is proof of identity and residence as prescribed in O. Reg. 304/13 of the Act.
- h) **Proxy voting** - A ballot cast by one person on behalf of another.
- i) **Regular office hours** - Monday to Friday, 8:30 a.m. to 4:30 p.m.

- j) **Return envelope station(s)** - are where the yellow return envelopes are processed/scanned, the electronic voters list updated and the opened yellow return envelopes together with the unopened secrecy envelopes are placed in ballot boxes for secure storage until Voting Day of October 26, 2026.
- k) **Scrutineer** - is an individual, appointed in writing by a certified candidate, to represent him or her during the voting process.
- l) **Voters list** - is the Preliminary List of Electors, as corrected by the Clerk, under the provisions of Section 22 of the MEA.
- m) **Voting day** - is the final day on which votes may be cast in the 2026 municipal election and shall be the fourth Monday in October, being Monday, October 26, 2026, with the close of voting to be at 8:00 p.m.
- n) **Voting Locations** - is where, on Voting Day, electors may obtain and cast their ballot.

4. GENERAL PROVISIONS

- 4.1 The Clerk, in the role of Returning Officer, may need to vary from these prescribed rules, or develop additional ones, from time to time as the Clerk deems necessary.
- 4.2 A copy of any amendment(s) to this policy will be posted on the municipal website. Candidates and electors should check regularly for amendments.
- 4.3 The alternative voting method ensures that every eligible voter has an opportunity to exercise their right to vote in a seamless and barrier free manner.
- 4.4 Any person who receives a vote by mail kit addressed to another person should contact the Municipal office to receive further information as it is against the law to exercise a vote other than your own vote.
- 4.5 As with all matters related to a municipal election, the Clerk's decision is final.
- 4.6 It is the intent of the Clerk, or designate, to use their best efforts to ensure that no qualified elector is disenfranchised from participating in the municipal election.
- 4.7 All Election Officials take an oath of secrecy on appointment by the Clerk. All complaints regarding any and/or all breaches of secrecy shall be documented by the Election Official as well as questions and answers of the

complainant, and, if deemed appropriate, the Clerk shall submit same to the police for further investigation and prosecution.

- 4.8 For more information, please call or drop by the Municipal Office during regular business hours or call 519-848-3620 or access information from the municipal website: <http://wellington-north.com>.

5. FORM OF THE BALLOT

- 5.1 The form of the ballot will be a composite ballot and shall list the names of candidates in alphabetical order based on the last name of each candidate as it appears on the nomination form. The place for the elector to mark the ballot for each candidate shall be clear and unambiguous. The ballot shall be designed so the ballot can be counted using a tabulator.

6. VOTING LOCATIONS

- 6.1 For the purposes of elections conducted with alternative voting methods, a voting location is not required.
- 6.2 The voting locations shall be open from 10:00 a.m. to 8:00 p.m. on voting day and shall be located at:
- 6.2.1 The Municipal Office 7490 Sideroad 7 West, Kenilworth;
 - 6.2.2 Mount Forest Sportsplex at 850 Princess Street, lower leisure hall;
and
 - 6.2.3 Arthur and Area Community Centre at 158 Domville Street,
auditorium.
- 6.3 There shall be a designated area in the voting locations where electors may mark their ballots without other persons being able to see how they are marked.
- 6.4 On voting day, polls with reduced hours will be established at:
- 6.4.1 Institutions in Wellington North, in which, on September 1, 2026, 20 or more beds are occupied by persons who are disabled, chronically ill or infirm; and
 - 6.4.2 Retirement homes in Wellington North, in which, on September 1, 2026, 50 or more beds are occupied;

7. VOTE BY MAIL PROCEDURES

- 7.1 The municipality will provide a vote by mail kit, prepared by a third party provider, to every person who qualifies to be an elector and who is shown on the voters list up to the close of voting on October 26, 2026.

- 7.2 During the week of September 28, 2026, to October 2, 2026, (actual mailing date to be determined) vote by mail kits will be mailed to electors shown on the voters list as of September 18, 2026.
- 7.3 A supply of blank ballots will be available at the municipal office, at advance poll locations and at all voting locations on voting day.
- 7.4 If the Clerk runs out of blank ballots printed, and there is insufficient time to reorder, the Clerk may photocopy as many blank ballots as deemed necessary, and place his/her initials upon the back of each blank ballot. The number of blank ballots copied will be recorded. The authority to photocopy blank ballots remains with the Clerk and is not a delegated responsibility to any other Election Official.
- 7.5 Electors added to the voters list after September 18, 2026, and up to the close of voting at 8:00 p.m. on October 26, 2026, may pick up their vote by mail kit at voting locations, other than retirement homes or institutions, on election day or at the municipal office Monday to Friday during regular business hours prior to voting day.
- 7.6 A vote by mail kit shall consist of:
 - 7.6.1 A voting instruction sheet with a detachable voter declaration form (with bar code);
 - 7.6.2 a Composite Ballot;
 - 7.6.3 a White Ballot Secrecy Envelope;
 - 7.6.4 a Yellow Return Envelope with prepaid postage; and
 - 7.6.5 such other material as the Clerk determines.
- 7.7 The number of vote by mail kits distributed by the Clerk or designate to persons qualifying to be voters after September 18, 2026 will be recorded.
- 7.8 Upon receipt of the vote by mail kit, each voter should follow the instructions provided in the voting kit exactly. The instructions require the voter to:
 - 7.8.1 Complete the ballot;
 - 7.8.2 Insert the ballot into the white ballot envelope marked ballot secrecy envelope;
 - 7.8.3 SEAL the white ballot secrecy envelope;
 - 7.8.4 Complete and sign the voter declaration form.
- 7.9 Any elector who receives ballot in the mail may choose to attend at the municipal office with their ballot between October 5, 2026, and October 23, 2026, during regular office hours and up to the close of voting at 8:00 p.m. on October 26, 2026, at all voting locations other than retirement homes or

institutions, to conduct their vote at a secure location at the ballot return station in the Municipal Office and leave the return envelope with the Clerk, or designate in a ballot box. Alternately, an elector may attend at an Advance Poll and deposit their ballot into the ballot box.

- 7.10 Ballots may also be dropped in the secure afterhours mail slot at the Municipal Office on or before 8:00 p.m. on October 26, 2026. Ballots received after 8:00 p.m. on October 26, 2026, shall not be processed or counted, but will be time and date stamped and kept with the official election records.
- 7.11 In the event of a postal strike the Clerk shall establish procedures that allow for delivery/receipt of vote by mail kits as well as notification to the public.
- 7.12 The onus is on eligible voters to ensure their name is on the voters list and that they notify the Clerk or designate that they have not received a vote by mail kit.
- 7.13 The Clerk or designate may, in special circumstances, arrange to have a vote by mail kit delivered to an individual.
- 7.14 An elector who has not mailed their ballot to the Municipal Office on or before October 15, 2026, should deliver their completed ballot kit to the ballot count station at the municipal office during regular office hours and up to the close of voting at 8:00 p.m. on October 26, 2026, at voting locations other than retirement homes or institutions, or at an Advance Poll location.

8. **REJECTED BALLOTS**

- 8.1 Ballots will be rejected when:
 - 8.1.1 a returned kit contains unsigned or incomplete declaration forms;
 - 8.1.2 a returned kit contains no declaration form;
 - 8.1.3 the Return Envelope contains more than one ballot;
 - 8.1.4 the Return Envelope contains more than one voter declaration form;
 - 8.1.5 the Return Envelope contains more than one ballot secrecy envelope;
 - 8.1.6 the return envelope has been received after 8:00 pm on October 24, 2022;
 - 8.1.7 the Return Envelope has identifiable marks which could be writing or printing marks placed on the envelope other than that printed by the municipality;
 - 8.1.8 an electors name inadvertently appears more than once on the voters list after the voters list data has been forwarded to the printer. The Clerk will make every effort to remove such duplications prior to the date of the first daily ballot processing session. Return

envelopes received at the ballot return station from electors who received more than one kit and whose name has been crossed off the voters List, will be rejected. In the event that duplications inadvertently remain on the voters list, and are discovered during the daily processing sessions, the ballot will be rejected.

- 8.2 Any return envelope that was rejected will be marked as such, numbered, initialled and recorded with the reason and placed in the ballot box along with the accepted ballots. The total number of rejected ballots will be recorded separately and will be included in the final count on voting day.
- 8.3 A separate return envelope is required from each individual elector. Returned kits that contain more than one declaration form, ballot envelopes from another elector, or more than one inner ballot envelope, shall be treated as a rejected ballot. Although irregular, if the same number of declaration forms and ballot envelopes are received, the envelopes will not be rejected, and can be counted. In these cases, the declaration forms must be from two different electors.

9. ASSISTANCE REQUIRED TO VOTE

- 9.1 If a voter requires assistance in voting, he/she shall:
 - 9.1.1 make their mark (i.e. an "x") on the signature line and have a friend sign in the signature area of the voter declaration form;
 - 9.1.2 Place the completed voter declaration form and the SEALED white Ballot Secrecy Envelope into the yellow prepaid business reply envelope;
 - 9.1.3 Seal the yellow prepaid business reply envelope; and
 - 9.1.4 Mail the yellow prepaid business reply envelope on or before October 15, 2026, or deliver it personally to the Municipal Office.
- 9.2 Alternatively, voters requiring assistance in any manner should attend the municipal office or call the Township of Wellington North at 519-848-3620 for assistance from election staff during normal office hours during the election period, and on October 26, 2026, from 8:30 a.m. to 8:00 p.m. at a voting location.
- 9.3 Alternatively, municipal staff may attend in person to any elector who is in need of assistance to complete their ballot.

10. VOTING KITS RETURNED UNDELIVERED BY CANADA POST

- 10.1 The Clerk and designate shall take all reasonable measures to attempt to locate the elector shown on the return vote by mail kit.

11. WHEN THE RECORD SHOWS AN ELECTOR HAS ALREADY VOTED

- 11.1 Provision is made to allow a person to vote if it appears that someone else has already voted in his/her name or that the voters list has been marked opposite that person's name as having voted in error. The person must take the prescribed "Oath of qualification" and provide proof of identity and residence as prescribed in O. Reg. 304/13. His/her name and address is then entered electronically on the Poll Clerk's list, the DataFix system will reject the first vote by mail ballot that was processed and the individual shall be issued a new ballot and permitted to vote.
- 11.2 The Clerk or designate will ensure the original vote by mail kit in its entirety including the unsealed yellow Return Envelope, the sealed white Secrecy Envelope, with all enclosures is set aside and marked as to the reason it was rejected. If it appears as though voter fraud has taken place, the Clerk shall notify the Wellington County Ontario Provincial Police detachment.

12. REPLACEMENT VOTING KIT

- 12.1 If a voter on, or added to, the voters list does not receive a vote by mail kit, or if the vote by mail kit is lost or destroyed, a replacement vote by mail kit may be issued.
- 12.2 The voter or their agent must attend at the Municipal Office to obtain a replacement voting kit. A declaration form must be signed by the elector prior to the issuance of a replacement voting kit. The Clerk or designate will confirm that the voter is qualified, and issue the replacement voting kit.
- 12.3 If the vote by mail kit is a replacement kit, the voter declaration form will be marked with "RVK" and initialled by the Clerk or designated Election Official to indicate that the voter has been issued a replacement voting kit.
- 12.4 The Clerk or designate shall ensure that each individual for whom a replacement voting kit is issued, signs a declaration form attesting to the fact that they are:
- 12.4.1 A qualified elector;
 - 12.4.2 Not in receipt of their vote by mail kit;
 - 12.4.3 They were in receipt of their vote by mail kit but it has been either lost or destroyed;
 - 12.4.4 They were not on the voters list and as such shall also be processed as an addition to the voters list.
- 12.5 A list of names shall be maintained showing the name and address of each person who has received a replacement voting kit.

- 12.6 The completed replacement voting kit declaration forms shall be kept in the custody of the Clerk.

13. AMENDING SCHOOL BOARD SUPPORT

- 13.1 If an elector after receiving a voter kit wishes to amend the voters list with respect to school board designation and requires a different ballot, the original voter kit with the ballot intact must be submitted to the Clerk prior to a new ballot being issued.

14. SECURITY OF THE BALLOTS

- 14.1 Immediately on receipt of ballots by mail or from the ballot returning stations, the Clerk or designate shall place the unsealed yellow outer return envelope containing the white secrecy envelope in a ballot box in the secure location as designated by the Clerk in bundles of 25.

- 14.2 As each ballot box is filled, and at the end of each day, the Clerk, or designate and a witness who shall be a staff member of the Township of Wellington North, shall affix a seal to the ballot boxes, initial the seal and place the sealed ballot boxes in the secure location as designated by the Clerk in bundles of 25.

- 14.3 Each morning, the Clerk or designate, and a witness who shall be a staff member of the Township of Wellington North, shall retrieve any sealed, but not full ballot boxes, inspect the seals to ensure they are intact, and, in the presence of another election staff member, break the seals to access the slots for use at the return envelope count station.

- 14.4 When the count is complete, the ballot boxes will be sealed and initialled by the Clerk, or designate, prior to transfer to a secure location under the control of the Clerk, or designate, for the statutory retention period. Destruction of the official election records shall be in accordance with the Municipal Elections Act, 1996.

15. PROXY VOTING

- 15.1 When using a vote by mail method, in accordance with Section 42(5), of the Municipal Elections Act, 1996, as amended, there is no requirement for and no opportunity to vote by proxy.

16. REQUIREMENT TO PROVIDE PROOF OF IDENTITY

- 16.1 All eligible electors are required to provide proof of identity and residence in order to obtain a ballot at the Municipal Office, or they must sign the voter declaration card included in the vote by mail kit. The type of identification is prescribed in O. Reg. 304/13.

17. SCRUTINEERS

- 17.1 Candidates may appoint scrutineers in writing, on the designated form, to represent them and all scrutineers must comply with the procedures set out on their Appointment Form.
- 17.2 Scrutineers OR candidates may be present when return envelopes, inner ballot secrecy envelopes or ballots are being processed and when the votes are being counted.

18. EMERGENCIES

- 18.1 In the event of any condition of an emergency or any circumstance that will undermine the integrity of the election, the Clerk, or designate, has the discretion to declare an emergency and make any arrangements deemed necessary for the conduct of the election. Any unforeseen cases not dealt with in these procedures will be recorded, acted upon/resolved/managed, and reflected in an addendum regarding these procedures, signed by the Clerk and circulated to all candidates as soon as possible.

19. SPECIFIED DATES

- 19.1 Dates specified in this procedure respecting the issuance and return of vote by mail kits may vary slightly depending on Canada Post schedules and the timeline provided by DataFix.

20. CERTIFICATION

- 20.1 These are the certified procedures for voting and for the use of vote counting equipment that shall be followed for the 2026 Municipal Election in the Township of Wellington North.
- 20.2 These procedures may be amended as deemed necessary by the Clerk/Returning Officer and/or Deputy Clerk/Deputy Returning Officer.

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

BY-LAW NUMBER 078-2025

BEING A BY-LAW TO AUTHORIZE A SERVICE FINANCING AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AND DEER RIDGE HEIGHTS INC.

WHEREAS the Corporation of the Township of Wellington North and Deer Ridge Heights Inc. have agreed to enter into a Service Financing Agreement.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH enacts as follows:

1. The Corporation shall enter into a Service Financing Agreement in substantially the same form as the agreement attached hereto as Schedule A.
2. The Mayor and the Clerk of the Corporation are hereby authorized and directed to sign the said Agreement.

READ AND FINALLY PASSED THIS 1ST DAY OF DECEMBER 2025

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

SERVICE FINANCING AGREEMENT

This Agreement made the ___ day of _____, 2025,

BETWEEN:

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

OF THE FIRST PART

- and -

DEER RIDGE HEIGHTS INC.
(the “**Developer**”)

OF THE SECOND PART

WHEREAS:

- A. the Developer is the registered owner of certain lands lying in the Township of Wellington North, in the County of Wellington, all of which are more particularly described in Schedule “A” hereto (the “**Lands**”);
- B. the Lands have been the subject of an application for draft plan of subdivision, being draft plan number 23T-13002 (the “**Draft Plan**”);
- C. The Corporation of the County of Wellington has approved the Draft Plan with conditions pursuant to subsection 51(25) of the *Planning Act* on October 2, 2018;
- D. the Township’s Development Charges By-Law No. 027-22 applies to the Developer’s development of the Lands;
- E. the development of the Lands requires, *inter alia*, (i) the construction, installation, and provision of certain external works, identified in Schedule “B” attached hereto (the “**Works**”), to service the Lands, and (ii) the payment of development charges in accordance with applicable law;
- F. the Works would not, except for the terms of this Agreement, be undertaken by the Township in the near future;
- G. in considering the Developer’s request to secure the servicing of the Developer’s development of the Lands, the Township has requested that the Developer provide funds to the Township to provide for the construction and installation of the Works (the “**Funds**”) and to recover the Funds through off-sets against development charges;

- H. subject to the terms of this Agreement, the Developer has agreed to fund the cost of the Works set out in Schedule “C” attached hereto (the “**Cost of the Works**”);
- I. the parties wish to set out herein the manner in which the Funds will be set-off against the development charges payable at the time development charges are payable for residential dwellings on the Lands; and,
- J. under the *Development Charges Act, 1997*, the Township and the Developer are empowered to enter into this Agreement providing for the Funds by the Developer;

NOW THEREFORE, in consideration of the sum of TWO DOLLARS (\$2.00) now paid by each party to the other, and for other good and valuable consideration, the receipt and sufficiency of which is hereby irrevocably acknowledged, the parties hereto hereby agree as follows:

1. RECITALS

- 1.1. The parties acknowledge and declare that the recitals constitute a part of this Agreement and are true and correct in substance and fact.

2. DEFINITIONS

- 2.1. In this Agreement, unless otherwise stated, the following terms shall have the meaning prescribed for each:

“**Agreement**” means this Agreement and all Schedules thereto and any documents incorporated herein by reference;

“**Benefiting Lands**” means those lands that will derive a benefit from the construction, installation, or provision of the Works;

“**Benefiting Owner**” means any owner of the Benefiting Lands, other than the Developer;

“**Completion of the Works**” means the commissioning of the Works;

“**Cost of the Works**” has the meaning prescribed to it in the recitals;

“**Credit**” means any off-set from a development charge payable;

“**Draft Plan**” has the meaning prescribed to it in the recitals;

“**Funds**” has the meaning prescribed to it in the recitals;

“**Lands**” has the meaning prescribed to it in the recitals;

“**Parties**” means the Developer and the Township, and “**Party**” means one of them;

“**Township’s Engineers**” means the consulting engineering firm retained by the Township; and,

“**Works**” has the meaning prescribed to it in the recitals.

3. CONSTRUCTION OF THE WORKS

- 3.1. The Works shall be constructed by the Township in accordance with the Township’s approved plans, drawings, and specifications identified in Schedule “B” attached hereto, and to the satisfaction of the Township’s Engineers, acting reasonably.
- 3.2. The Parties acknowledge and agree that the Works are at a standard that is not greater than the standard for equivalent services for which a development charge is payable.

4. BENEFIT TO THE LANDS

- 4.1. The Developer acknowledges that the Lands derive a direct benefit from the provision, construction, and installation of the Works and that the development of the Lands proposed in the Draft Plan could not be accommodated by the Township without the existence of such public works, services, and facilities.

5. COST OF THE WORKS

- 5.1. The Parties acknowledge and agree that the Cost of the Works set out in Schedule “C” is based on estimates as of March 12, 2025, and may change.
- 5.2. In the event that the Cost of the Works set out in Schedule “C” increase or decrease either during or upon the construction or installation of the Works, the Parties agree to readjust such amount without the necessity of amending this Agreement and in accordance with the terms of this Agreement.

6. FUNDING

- 6.1. The Developer shall advance Funds in the amount of SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) in the form of a bank draft or certified cheque made payable to the Township with the signing of this Agreement by the Parties.
- 6.2. The Developer shall advance Funds in the amount of ONE MILLION TWO HUNDRED AND TWENTY ONE THOUSAND DOLLARS (\$1,221,000)

in the form of a bank draft or certified cheque made payable to the Township upon commencement of the tendering process. If during the tendering period additional Funds are required, the Developer shall submit the required Funds prior to the award of tender in the form of a bank draft or certified cheque made payable to the Township. The Developer must give written request notice no later than August 31 to commence the Request for Tender process with construction to start in the following spring. It is anticipated that construction would take approximately eighteen (18) months to complete construction and have the pumping station in operation.

- 6.3. The Township shall use the Funds to complete the tendering, construction and installation of the Works to the satisfaction of the Township's Engineers, acting reasonably.
- 6.4. In the event that the Cost of the Works is adjusted to exceed the amount of the Funds advanced by the Developer, or the Township has determined that the Funds advanced by the Developer are insufficient to complete the construction and installation of the Works pursuant to this Agreement, the Township shall notify the Developer in writing of the cause for additional Funds as soon as possible and the Developer shall, within 30 days of delivery of the Township's notice, deposit with the Township such additional Funds in an amount determined by the Township's Engineers sufficient to fund the additional Cost of the Works or to remedy any shortfall in the Funds to complete the construction and installation of the Works. If the Developer does not deliver the additional Funds within 30 days of delivery of the Township's written notice, the Township may cease construction and installation of the Works until such time as the required additional Funds are provided.
- 6.5. In the event that upon the Completion of the Works the Cost of the Works is less than the amount of the Funds held by the Township, the Township shall readjust and return the unused Funds within 90 days of the later of:
 - 6.5.1. Completion of the Works; and,
 - 6.5.2. the Township receiving a certificate from the Township's Engineers certifying that all progress payments have been made and the Works have been constructed in accordance with the approved plans, drawings, and specifications.

7. OPERATION & MAINTENANCE OF THE WORKS

- 7.1. Commencing from the date of Completion of the Works, the Township shall operate and maintain the Works, including the correction of any defects, to the standard set out in the Township's policies for the operation and maintenance of municipal services of a similar kind to the Works.

8. DEVELOPMENT CHARGE CREDITS

- 8.1. Where the Developer is entitled to a Credit under the terms of this Agreement, the Credit shall be in the amount allocated in the development charge to the service category of the service being provided on a per lot basis at the development charge rate in effect as at the date of building permit issuance for each lot on the Draft Plan. The Credit shall be applied against the development charge payable for each of the lots set out in the Draft Plan at the time of issuance of a building permit unless the Township's Development Charge By-Law in effect at the time requires payment at a different time which alternate time would then prevail.
- 8.2. The Parties acknowledge and agree that in the event that the number of lots in the Draft Plan are revised and such revision is approved by the Township, the Credits shall be adjusted in accordance with the revised Draft Plan.

9. COST SHARING

- 9.1. Notwithstanding anything to the contrary contained herein, the Township shall be responsible for ten per cent (10%) of the Cost of the Works, in accordance with and subject to a monetary limit of One Hundred and Forty-Four Thousand Dollars (\$144,000), as more particularly set out in Schedule "C" attached hereto.

10. NOT A FRONT-ENDING AGREEMENT

- 10.1. The Developer acknowledges that this Agreement is not a front-ending agreement as provided for in Part III of the *Development Charges Act, 1997*, and that the Township shall not be obligated to recover any monies from any other or future Benefiting Owners or to pay the same to the Developer as compensation for the provision of the Works. The Developer hereby waives its right to assert or to claim any right against the Township for reimbursement for the Cost of the Works except in the form of Credits as set out in Section 8 hereof and in the form of cost sharing by the Township as set out in Section 9 hereof.

11. REGISTRATION AGAINST TITLE

- 11.1. The Developer acknowledges that the covenants herein shall be considered covenants that run with the Lands and hereby consents to the registration of this Agreement on title to any part of the Lands of which the Developer is the registered owner at the time of execution of this Agreement at the Township's sole and absolute discretion.

- 11.2. The Developer covenants and agrees, at its own expense, to obtain and register such documentation from its mortgagees or encumbrancers as may be deemed necessary by the Township to postpone and subordinate their interest in the Lands to the interest of the Township to the extent that this Agreement shall take effect and have priority as if it had been executed and registered prior to the execution and registration of the documents giving the mortgagees and encumbrancers their interest in the Lands.
- 11.3. The Developer further covenants and agrees to pay all costs associated with the preparation and registration of this Agreement, as well as all other costs incurred by the Township as a result of the registration of any other documents pertaining to this Agreement, including but not limited to any amendment thereto.

12. NOTICES

- 12.1. Unless stated in this Agreement, all notices required to be given pursuant to this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by email, by hand, or mailed by prepaid registered mail addressed to the party to whom such notice is intended to be given at the following addresses:

For the Township:

The Corporation of the Township of Wellington North
Attn: Township Clerk
7490 Sideroad 7 West
P.O. Box 125
Kenilworth, ON N0G 2E0

For the Developer:

Deer Ridge Heights Inc.
P.O. BOX 249
5093 Fountain Street North
Breslau, Ontario
N0B 1M0

Any such communication so given or made will be deemed to have been given or made and to have been received on the day of delivery if emailed or delivered, or on the third day following the date of mailing, if delivered by prepaid registered mail, provided that in each case such day is not a Saturday, Sunday, or statutory holiday in the Province of Ontario and the communication is so delivered or sent prior to 5:00 p.m. (Eastern Time) on such day. Otherwise, such communication will be deemed to have been given and made and to have

been received on the next following day that is not a Saturday, Sunday, or statutory holiday in the Province of Ontario.

13. WARRANTY

13.1. The Developer represents and warrants to the Township that it has capacity to enter into this Agreement and any documents arising from this Agreement.

14. RIGHT TO ENTER AGREEMENT

14.1. The Developer agrees not to call into question directly or indirectly in any proceedings whatsoever in law or in equity or before any administrative tribunal the Township's right to enter into this Agreement and to enforce each and every term, covenant, and condition contained herein, and this section may be pleaded as an estoppel against the Developer in any such proceedings.

14.2. Separate and apart from Section 10 hereof, the Developer shall indemnify and save harmless the Township and its servants, agents, employees, and consultants from all actions, causes of action, suits, claims, demands, damages, losses, and costs, including the Township's actual legal costs, which may arise directly or indirectly from this Agreement, including any challenge to the right of the Township to enter into this Agreement by a third party.

15. NON-FETTERING DISCRETION

15.1. The Developer acknowledges that the execution of this Agreement by the Township shall not in any way or manner fetter the discretion or authority of the council of the Township as an approval authority or provide any advantageous planning consideration or treatment under the *Planning Act* or the *Municipal Act, 2001*, regarding the approval and regulation of land development and land use with respect to the Lands.

16. NON-WAIVER

16.1. Any failure by the Township to require the performance by the Developer of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall, unless otherwise agreed to by the Township in writing, the waiver by the Township of the performance of any obligation hereunder be taken or held to be a waiver of the performance of the same or any other obligation hereunder at a later time. The Township specifically reserves its right to enforce this Agreement.

17. NON-ASSIGNMENT

17.1. This Agreement may not be sold, assigned, transferred, mortgaged, or encumbered in whole or part by the Developer without the prior written consent of the Township, which consent may be unreasonably withheld by the Township.

18. ENUREMENT

18.1. This Agreement ensures to the benefit of and is binding upon the Parties and their respective successors and any permitted assigns.

19. SCHEDULES

19.1. The following Schedules are attached to and are hereby deemed to be incorporated into this Agreement by reference as though set forth in full:

Schedule "A":	Legal Description of the Lands
Schedule "B":	List of Plans, Drawings and Specifications
Schedule "C":	Cost Estimate

In the event of any conflict or discrepancy between the terms and conditions of this Agreement and any Schedule attached hereto, this Agreement shall prevail.

20. HEADINGS

20.1. The division of this Agreement into sections are for convenience of reference only and do not affect the constitution or interpretation hereof.

21. FURTHER ASSURANCES

21.1. The Parties agree, from time to time and at any time hereafter, to do, execute, acknowledge, and deliver or cause to be done, executed, acknowledged, and delivered, all such further acts, deeds, assurances, or instruments as may be reasonably necessary or desirable for the better carrying out and performance of all of the terms of this Agreement.

22. NON-WAIVER

22.1. Any failure by the Township to require the performance by the Developer of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall (unless otherwise agreed to by the Township in writing) the waiver by the Township of the performance of any obligation hereunder be taken or held to be a waiver of the performance of the same or

any other obligation hereunder at a later time. The Township specifically reserves its right to enforce this Agreement

23. ENFORCEABILITY

23.1. Any provision in this Agreement held to be illegal or unenforceable shall be ineffective to the extent of the illegality or unenforceability without invalidating the remaining provisions of this Agreement.

24. NO PARTNERSHIP, ETC.

24.1. The Parties acknowledge and agree that nothing herein contained shall be deemed to create an agency, joint venture, partnership, or similar relationship between the Township and the Developer, and each Party expressly disclaims any intention to create such a relationship. It is acknowledged and agreed that neither Party shall have the authority to bind the other or to contract in the name of, or create a liability against, the other in any way or for any purpose.

25. ENFORCEMENT

25.1. The Developer acknowledges that the Township, in addition to any other remedy it may have at law, shall also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001*.

26. ENTIRE AGREEMENT

26.1. The Agreement and the Schedules attached hereto constitute the entire agreement between the Parties. There is no representation, warranty, collateral agreement, or condition which affects this Agreement other than as expressed herein. No amendment or other change or modification to this Agreement is legally effective unless it is in writing and signed by both Parties.

27. COUNTERPARTS

27.1. This Agreement may be executed in any number of counterparts and by facsimile or other form of electronic transmission reproducing an original, each of which will be deemed to be an original, and such counterparts will constitute one and the same instrument. Alternatively, this Agreement may be executed electronically using DocuSign, or such other technology as may be agreed to by the Parties.

IN WITNESS WHEREOF, the Parties hereto have affixed their respective corporate seals attested by the hands of their respective officers duly authorized in that behalf as of the date first written.

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

Per: _____
Andrew Lennox – Mayor

Per: _____
Catherine Conrad – Deputy Clerk

We have authority to bind The Corporation of the Township of Wellington North.

DEER RIDGE HEIGHTS INC.

Per: _____
Ian Letford - CFO

I have authority to bind the corporation.

DEVELOPER'S MAILING ADDRESS: P.O. Box 249, 5093 Fountain St. N., Breslau, ON N0B 1M0

DEVELOPER'S PHONE NUMBER: _____
519-648-2285

DEVELOPER'S EMAIL ADDRESS: _____
iletford@deerridgeheights.ca

Schedule “A”**Legal Description of the Lands**

PT PKLTS Q & R SURVEY MACDONALD'S MOUNT FOREST; PT LT 2 CON WOSR
DIVISION 3 ARTHUR TOWNSHIP; PT LT 2 CON WOSR DIVISION 4 ARTHUR
TOWNSHIP PT 1 61R22154 TOWNSHIP OF WELLINGTON NORTH

PIN: 71053-0516 (LT)

Schedule “B”

List of Plans, Drawings and Specifications

Approved Plan and Drawings

DOCUMENT NUMBER	DOCUMENT NAME	REVISION NUMBER	REVISION DATE	PREPARED BY
G1	Site Servicing and Grading Plan & Profile	4	April 30, 2020	B.M. Ross and Associates Limited
G2	Site Servicing and Grading Details	4	April 30, 2020	B.M. Ross and Associates Limited
M1	Mechanical Plans and Sections	3	April 23, 2020	B.M. Ross and Associates Limited
M2	Mechanical Plans and Sections	3	April 23, 2020	B.M. Ross and Associates Limited
	Revised Geotechnical Investigation		September 12, 2008	CMT Engineering Inc.

**Final engineering design to be completed following the signing of this agreement*

Schedule “C”

Cost Estimate

The cost estimate dated March 12, 2025, prepared by B.M. Ross and Associates Limited:



B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
 Box 1179, 206 Industrial Drive
 Mount Forest, ON, Canada N0G 2L0
 p. (519) 323-2945 www.bmross.net

File No. 19086

BY EMAIL ONLY

November 20, 2024 (Rev. March 12, 2025)

Tammy Stevenson, C.E.T.
Senior Project Manager
 Township of Wellington North
 7490 Sideroad 7 W, P. O. Box 125
 Kenilworth, ON N0G 2E0

Re: South Water Street Sewage Pumping Station (SPS) - Budget

As requested, we have prepared an opinion of the probable cost for the construction and engineering related to the proposed South Water Street SPS, as follows:

Item		Probable Cost	
1	Construction		
	• Mobilization/demobilization	\$ 73,000	
	• Site work, excavation, backfill	\$ 116,000	
	• Concrete construction	\$ 130,000	
	• Overflow/storm sewer	\$ 64,000	
	• Sanitary sewer	\$ 17,000	
	• Control Building	\$ 110,000	
	• Mechanical	\$ 191,000	
	• Electrical, Instrumentation and Controls	\$ 390,000	
	• Miscellaneous Items	<u>\$ 26,000</u>	
	Sub-total Construction	\$1,117,000	
	Contingency (10%)	<u>\$ 111,700</u>	
	Sub-total Construction	\$1,228,700	
	Net HST	<u>21,625</u>	
Total Construction	<u>\$1,250,325</u>	\$1,250,000	
2	Engineering		
	• Design completed to date (in 2019 & 2020)	\$ 63,367	
	• Final design and tender package (2%)	\$ 24,500	
	• Tendering, contract administration and inspection (8%)	<u>\$ 98,000</u>	
	Sub-total engineering	\$ 185,867	
	Net HST	<u>\$ 3,271</u>	\$ 190,000
Total Engineering	\$ 189,138		
Total			\$1,440,000

Assumptions:

1. Yr. 2025 construction
2. Engineering would be charged based on our hourly rates current at the time of completing the work.

Z:\10140-Well_North-Avila_Investments_Development\Projects\10140-2025-03-12-SouthWaterStSPS-ProbableCost-Let.docx

GODERICH

MOUNT FOREST

SARNIA

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

BY-LAW NUMBER 079-2025

**BEING A BY-LAW TO SET REMUNERATION FOR MEMBERS OF
COUNCIL AND TO REPEAL BY-LAW 079-2021**

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

1. That for the calendar years 2027, 2028, 2029, 2030 Council members receive the following annual remuneration for attendance at Regular and Special Council, Committee, Ad Hoc, Committee of Adjustment, Court of Revision and Public meetings:

Mayor	\$40,000.00
Councillor	\$25,000.00

2. Remuneration shall be paid to the members of Council monthly and shall be paid by direct payroll deposit.
3. a) Members are paid \$800.00 in November of each year to compensate for travel expenses within the municipality.
- b) Mileage reimbursement rate to reflect the Canada Revenue Agency (CRA) annual rate and that this rate to be adjusted on the same schedule for mileage outside the municipality.
4. Each year during the term of Council, the remuneration amount for Mayor and members of Council shall increase by uniform percentage (%).
5. The formula to be used to determine this percentage (%) is the annual Stats Can Ontario CPI for the 12 months ended September 30 each year.
6. The % increase shall be effective January 1st each year.
7. If the formula in a given year, results in a negative percentage (%), the remuneration will remain the same as the previous year. In the following year the negative percentage (%) will be netted against the positive percentage (%).

8. "If the formula in a given year results in a % increase greater than 4%, the annual increase shall be capped at 4%. In the following year, any resulting shortage will be added to that year's increase"
9. Amounts shall be prorated in Year 1 of the Council term.
10. In June of each year before a municipal election year, Council shall consider and approve a revised Council remuneration By-law.
11. This by-law shall come into force on and take effect on January 1, 2027.
12. That by-law 079-2021 is repealed effective January 1, 2027.

READ AND PASSED THIS 1ST DAY OF DECEMBER, 2025.

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, CLERK

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

BY-LAW NUMBER 080-2025

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY ON
ALL ASSESSMENT WITHIN SPECIFIC TAX CLASSES AND TO
PROVIDE A PENALTY AND INTEREST RATE FOR CURRENT
TAXES IN DEFAULT AND TAX ARREARS**

AUTHORITY: Municipal Act, 2001, S.O. 2001, Chapter 25, as amended,
Sections 317, 345, 346 and 347.

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may, before the adoption of the estimates for the year pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes, including pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential assessments in the local municipality;

AND WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, c.25, provides that the amount levied on a property shall not exceed 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

AND WHEREAS Section 346 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council may require the payment of taxes to be made into the office of the Treasurer by any day or days to be named herein, in bulk or by installments;

AND WHEREAS Section 345 of the Municipal Act, 2001 S.O. 2001, c.25, as amended, provides that the Council of a local municipality may impose late payment charges for the non-payment of taxes or any installment by the due date, a percentage charge, not to exceed 1 1/4 per cent of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the first day of default the non-payment of taxes in the manner specified in the by-law but interest may not start to accrue before the first day of default. and on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which the taxes are levied;

AND WHEREAS Section 347 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of any municipality may authorize the Treasurer to accept part payment on account of taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under Subsection (3) in respect of non-payment of any taxes or any class of taxes or of any installment thereof;

AND WHEREAS Section 345 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that the Council of a local municipality may require that the Treasurer, add to the amount of all taxes due and unpaid, interest at such rate not exceeding 15 per cent per annum as the Council determines, from the 31st day of December in the year in which the taxes were levied until the taxes are paid;

NOW THEREFORE the Council of the Corporation of the Township of Wellington North (hereinafter called the Corporation) hereby enacts as follows:

1. **THAT** for the year 2026, 50 per cent of the total amount of taxes for the previous year shall be levied, raised and collected on all real property taxable within the pipeline, conservation lands, managed forest, residential/farm, farmland, commercial, industrial and multi-residential classes, and liable to pay the same according to the last revised assessment roll:
2. **THAT** the said interim tax levy shall be due and payable in two installments at the Township of Wellington North Municipal Office and most chartered banks and financial institutions as designated by the Municipality, on or before the following dates:

i.	First Installment	February 27, 2026
ii.	Second Installment	April 24, 2026
3. **THAT** the Treasurer mail or cause same to be sent by first class mail to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, due dates and penalty and interest rates to be applied upon default.
4. **THAT** failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment does not affect the timing of default or the date from which penalty shall be imposed.

5. **THAT** penalty of 1.25 per cent will be added to current taxes with installment due dates which are in default, in accordance with Section 2 of this By-law, as of the 1st day of March, 2026 and the 1st day of May, 2026 respectively to each installment due date, and thereafter a further penalty of 1.25 per cent will be added on the 1st day of each month and every month the default continues until December 31st, 2026.
6. **THAT** interest of 1.25 per cent on the amount of any taxes due and unpaid after December 31, 2026, shall be charged on the 1st day of each calendar month thereafter in which the default continues.
7. **THAT** the Treasurer be authorized to accept partial payment for taxes, from time to time, as long as it does not affect the collection of taxes registered for tax collection.
8. **THAT** the Treasurer be required to apply all payments received to the outstanding penalty and/or interest on the taxes that have been in arrears for the greatest period of time.
9. **THAT** the taxes shall be payable at par at the Corporation of the Township of Wellington North Municipal Office, or by mail to the Municipal mailing address, or through the telephone banking systems of most chartered banks and financial institutions, or over the counter at most chartered banks and financial institutions.
10. **THAT** this by-law shall be deemed to come into force and effect on January 1, 2026 and shall apply to all tax classes.
11. **THAT** in the event that any provision or section of this by-law is found by a court of competent jurisdiction to be ultra vires the posers of the Council of the Corporation, only such provision or section, as the case may be, shall be inoperative and all other provisions and sections of this by-law shall remain in full force and effect.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
1ST DAY OF DECEMBER, 2025.**

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 081-2025

BEING A BY-LAW TO AUTHORIZE TEMPORARY BORROWING FROM TIME TO TIME TO MEET CURRENT EXPENDITURES DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026.

AUTHORITY: Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 407.

WHEREAS the Municipal Act, 2001, S.O. 2001 Chapter 25, Section 407, provides authority for a council by by-law to authorize the head of council and the treasurer to borrow from time to time, by way of promissory note or banker's acceptance, such sums as the council considers necessary to meet, until taxes are collected and other revenues received, the current expenditures of the corporation for the year; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Municipal board, is limited by Section 407 of the Municipal Act, 2001.

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

1. The Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2026 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in subsection 407(1) of the Municipal Act, 2001.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by resolution of council.
3. The total amount which may be borrowed at any one time under this by-law, together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1 to September 30 of the current year, 50 percent of the total and from October 1 to December 31 of the current year, 25 percent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year or \$1,000,000.00 whichever is less.

4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the Municipal Act, 2001 that have not been repaid.
 - a) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in section 3 of this by-law shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year.
 - b) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimates revenues of the corporation as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.
5. All or any sums borrowed under this by-law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
6. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.

By-law No. 081 -2025
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7. Promissory Notes or bankers acceptances made under section 1 shall be signed by the treasurer and the head of council or by such other person as is authorized by by-law to sign it.

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 1ST DAY OF DECEMBER, 2025.***

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK

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

BY-LAW NUMBER 082-2025

**BEING A BY-LAW TO PROVIDE FOR ADVANCE VOTES TO BE
HELD PRIOR TO VOTING DAY.**

WHEREAS Council wishes to establish dates for an advance vote, and the hours during which voting places shall be open on that date or dates;

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

1. An Advance Vote shall be held on Saturday October 10, 2026, between the hours of 10:00 a. m. and 3:00 p.m. at the following location:

Mount Forest Sports Complex
850 Princess Street
Mount Forest, ON
Leisure Hall

2. An Advance Vote shall be held on Saturday October 17, 2026, between the hours of 10:00 a.m. and 3:00 p.m. at the following location:

Arthur Community Centre
158 Domville Street, Arthur, ON
Auditorium

3. This By-law shall be effective January 1, 2026.

READ AND PASSED THIS 1ST DAY OF DECEMBER, 2025

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK



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

CULTURAL MOMENT FOR DECEMBER 1, 2025 CELEBRATES JACK JOHNSON

John McLellan “Jack” Johnson was born on August 20, 1930, in Detroit, Michigan, but his heart and home were firmly rooted in Mount Forest, where he spent most of his life and left an enduring legacy of public service. Johnson’s journey from local businessman to respected provincial politician reflects the values of community, commitment, and leadership that define Wellington North.



Educated at Ryerson Polytechnical School (now Toronto Metropolitan University), Johnson began his career as a retail merchant, building strong ties to the people and businesses of Mount Forest. In 1951, he married Marie Lynn “Marnie” Johnston, and together they raised three children while actively contributing to the social fabric of their town. Known for his approachable nature and dedication, Johnson quickly became a trusted figure in local affairs.

His political career began at the municipal level. From 1968 to 1973, Johnson served as a councillor in Mount Forest, followed by two years as mayor (1973–1975). These formative years allowed him to champion local development and strengthen community services. His leadership style—practical, people-focused, and deeply rooted in rural values—earned him widespread respect and set the stage for his entry into provincial politics.

In the 1975 Ontario provincial election, Johnson was elected as a Progressive Conservative Member of Provincial Parliament (MPP) for the newly created riding of Wellington—Dufferin—Peel, defeating Liberal opponent Ted Sibbald by 712 votes. Over the next 15 years, he represented his constituents with integrity and consistency, winning re-election in 1977, 1981, and 1985 by increasing margins. When the riding boundaries changed in 1987, Johnson continued his service as MPP for Wellington, securing another victory before retiring from politics in 1990.

During his tenure at Queen’s Park, Johnson served as a backbench supporter of the governments of Bill Davis and Frank Miller, contributing to policies that shaped Ontario during a period of economic and social transition. From 1986 to 1990, he held key roles as Chair of Caucus and Deputy Opposition Whip, demonstrating his ability to build

consensus and guide legislative priorities. Though never appointed to cabinet, Johnson's influence was felt through his steady advocacy for rural communities and his commitment to fair governance.

After leaving elected office, Johnson continued to serve the province. In 2003, he was appointed to the Alcohol and Gaming Commission of Ontario Board of Directors, a role that reflected his reputation for integrity and sound judgment.

Jack Johnson passed away suddenly at his home in Mount Forest on June 25, 2009, at the age of 78. His wife Marnie had predeceased him in 2008. In recognition of his decades of service, a section of Highway 6 between Mount Forest and Arthur was officially dedicated as the Jack Johnson Memorial Highway on September 25, 2015. This tribute stands as a lasting reminder of his contributions to Wellington North and Ontario.

Johnson's life is a testament to the power of local roots and public service—a story woven into the history of Wellington North, reminding us that leadership begins at home and can resonate far beyond.

Submitted by the Wellington North Cultural Roundtable

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

BY-LAW NUMBER 083-2025

**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
DECEMBER 1, 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 December 1, 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 1ST DAY OF DECEMBER, 2025.

ANDREW LENNOX, MAYOR

CATHERINE CONRAD, DEPUTY CLERK