

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JANUARY 12, 2026 AT 2:00 P.M.
CLOSED SESSION PRIOR TO OPEN SESSION AT 1:30 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING
[January 12, 2026 Township of Wellington North Council Meeting \(youtube\)](#)**

Members Present:

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

Staff Present:

Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to the CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Tonya Wilson
Chief Building Official: Darren Jones
Manager of Infrastructure and Engineering: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Economic Development Officer: Robyn Mulder
Community Development Coordinator: Mike Wilson
Manager of Development Planning: Curtis Marshall

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2026-001

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Agenda for the January 12, 2026 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke declared a pecuniary interest with

ITEMS FOR CONSIDERATION

2. PLANNING

- b. Report DEV 2026-001, Consent Application B77-25 Sharon Lee Nelson
- f. Report DEV 2026-005, Notice of Decision Received Consent Applications B26-25, B63-25 & B70-25 with respect to Application B70-25

For the following reason:

Appendices for these works were prepared by her employer.

CLOSED MEETING SESSION

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

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

RESOLUTION: 2026-002

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 1:30 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

CARRIED

1. REPORTS

- CAO Verbal report Litigation Update Minutes of Settlement

2. REVIEW OF CLOSED SESSION MINUTES

- December 15, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2026-003

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 1:38 p.m.

CARRIED

RESOLUTION: 2026-004

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the CAO verbal report Litigation Update Minutes of Settlement

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2026-005

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the December 15, 2025 Council Meeting.

CARRIED

O'CANADA

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QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions on agenda items were registered.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, December 15 2025

RESOLUTION: 2026-006

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on December 15, 2025 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2a, 2b, 2c, 2d, 2f, 4a, 4c, 6a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2026-007

Moved: Councillor Renken

Seconded: Councillor Hern

THAT all items listed under Items For Consideration on the January 12, 2026 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 Maitland Valley Conservation Authority Membership Meeting #9 held on November 19, 2025 and Membership Meeting #10 held on November 26, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2025-025 regarding the final approval of the Trustees of the Markham Waterloo Mennonite Conference Site Plan Control Agreement.

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2026-006 being a report on the Deer Ridge Heights Mount Forest Subdivision, Draft Plan of Subdivision 23T-13002, located at the northwest corner of Bentley Street and Highway 6.

AND FURTHER THAT the Council of the Township of Wellington North assigns the following street names for Subdivision 23R-13002 (refer to APPENDIX A):

- Bateman Street
- Kent Street
- Hampton Street
- Stovel Street
- Swan Street
- Gruer Street

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THAT the Council of the Corporation of the Township of Wellington North receive for information Report CBO 2026-001 being the Building Permit Review for the month of November 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2026-002 Wellington North Farmers' Market Update;
AND THAT Council direct staff to prepare the necessary temporary road closure permit application for each Saturday from June 13th to September 26th, 2026 from 8:00am to 1:00pm, for the portion of Parkside Drive from Grant St to York St in Mount Forest.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated December 19, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2026-001 Clerk's Department 2025 year end review.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report JHSC 2026-001 being the Joint Health and Safety Committee 2025 Annual Report.

THAT the Council of the Corporation of the Township of Wellington North receive the Township of Southgate Committee of Adjustment Notice of Application for Consent and Public Hearing on January 28, 2025 for Rilla McRobb, Egremont Con 4 PT Lot 4 RP;16R9377 Parts 1 and 2, Geographic Township of Egremont, Township of Southgate, 7204 Highway 89.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2026-008

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report dated December 30, 2025 from Curtis Marshall, Manager of Development Planning, County of Wellington, regarding 2025 Housekeeping Amendment to Zoning By-law 66-01, Zoning By-law Amendment (2025-01) Final Report and by-law.

CARRIED

Councillor Burke left the Council Chambers.

RESOLUTION: 2026-009

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2026-001 Consent Application B77-25 Sharon Lee Nelson (Lot Line Adjustment).

AND THAT Council support consent application B77-25, with the following conditions.

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- 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 Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2026-010

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV2026-002 Consent Application B79-25 Holtz Grain Limited (Severance).

AND THAT Council support consent application B79-25, with the following conditions.

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- THAT driveway access for both the severed and retained lands is to the satisfaction of the Township of Wellington North and prior to constructing a new entrance or modifying an existing entrance, the Owner must obtain an Entrance Permit;
- THAT the Owner remove all sheds on the retained lands labelled T.B,R including existing foundations and the site left in a graded level condition to the satisfaction of the Township; and
- THAT the retained lands be rezoned to restrict residential development to the satisfaction of the local municipality and the County of Wellington.

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AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.
CARRIED

RESOLUTION: 2026-011

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2026-003 Consent Application B81-25 Catharine Lake (Severance).

AND THAT Council support consent application B81-25, provided the lot area is reduced to two acres or less to avoid cultivated lands, with the following conditions.

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$250.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain;
- THAT driveway access for both the severed and retained lands is to the satisfaction of the Township of Wellington North and prior to constructing a new entrance or modifying an existing entrance, the Owner must obtain an Entrance Permit;
- THAT the Owner remove the existing barn foundation remains on the severed lands and the site left in a graded level condition to the satisfaction of the Township;
- THAT the Owner brings the property into compliance with Property Standards By-law 047-18 to the satisfaction of the Township of Wellington North; and
- THAT the retained lands be rezoned to restrict residential development to the satisfaction of the local municipality and the County of Wellington.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.
CARRIED

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RESOLUTION: 2026-012

Moved: Councillor Renken
Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2026CARRIED-005 regarding the Notice of Decision for the following Consent Applications, received from the County of Wellington Planning and Land Division Committee:

- B26-25 Robert & Louise Horst, Part Lot 12, Concession 11 known as 9180 Concession 11 & 6930 Sideroad 5 W in the former Arthur Township (Lot Line Adjustment);
- B63-25 Arka Acres Ltd., Part Lot 7, Concession 12 known as 8323 Line 12 in the former Township of West Luther (Severance); and

CARRIED

Councillor Burke left the Council Chambers.

RESOLUTION: 2026-013

Moved: Councillor McCabe
Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report DEV 2026CARRIED-005 regarding the Notice of Decision for the following Consent Applications, received from the County of Wellington Planning and Land Division Committee:

- B70-25 Schill-Land Holdings Inc., Part Lot 13, Concession 2 in the former Arthur Township (Severance).

CARRIED

Councillor Burke returned to the meeting.

RESOLUTION: 2026-014

Moved: Councillor Burke
Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive for information Report C&ED 2026-001 being a report on the Municipal Sale of Land – 9135 Highway 6, Kenilworth.

CARRIED

RESOLUTION: 2026-015

Moved: Councillor McCabe
Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report C&ED 2026-005 on the Epoch's Garage Ltd. Community Improvement Plan application.

AND THAT Council approves a Building Conversion and Improvement Grant in the amount of \$4,068.00 to Epoch's Garage Ltd., for updating attic insulation to R50.

CARRIED

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RESOLUTION: 2026-016

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report HR 2026-001 Health and Safety Policy update;

AND THAT Council formally accept the Township's Health and Safety Policies, including the Health and Safety Policy Statement, Workplace Violence Policy Statement and, Workplace Harassment Policy Statement, as standalone governance documents, separate from the operational programs;

AND FURTHER THAT Council authorize Administration to maintain, implement, and update the operational programs, procedures, and safe work practices in accordance with accepted policies and applicable legislation;

AND FURTHER THAT Council authorize the CAO to annually review, sign off and post these policy statements to meet applicable legislation, if no modifications are required.

CARRIED

NOTICE OF MOTION

No notice of motion tabled

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern (Ward 3):

- GRCA Board will meet in two weeks. Elections will be held. John Challinor and Shawn Watters have been nominated,

Councillor McCabe (Ward 4):

- SVCA AGM will be held on Thursday
- ROMA Conference is next Monday and Tuesday. He will be hosting a session of rural land use.

BY-LAWS

- a. By-law Number 001-2026 being a by-law to authorize the purchase of real property being Part Lot 1, Concession 11, Arthur Township, Part 4 on 61R6097 now Township of Wellington North
- b. By-law Number 002-2026 being a by-law to amend By-law 073-2022 regarding the appointment of a Drainage Superintendent for The Corporation of the Township of Wellington North
- c. By-law Number 003-2026 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North

RESOLUTION: 2026-017

Moved: Councillor Burke

Seconded: Councillor Renken

THAT By-law Number 001-2026, 002-2026, and 003-2026 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating New Year's 1978 in Arthur

CONFIRMING BY-LAW

RESOLUTION: 2026-018

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT By-law Number 004-2026 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 January 12, 2026 be read and passed.

CARRIED

ADJOURNMENT

RESOLUTION: 2026-019

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Regular Council meeting of January 12, 2026 be adjourned at 2:36 p.m.

CARRIED

Signed by:



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MAYOR

DocuSigned by:



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CLERK