

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – DECEMBER 15, 2025 AT 7:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING
[December 15, 2025 Township of Wellington North Council Meeting \(youtube\)](#)**

Members Present:

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

Staff Present:

**Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to the CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Tonya Wilson
Manager of Infrastructure and Engineering: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt**

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-352

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Agenda and the Supplementary Agenda for the December 15, 2025 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Hern declared an indirect pecuniary interest with:

2. FINANCE

a. Vendor Cheque Register Report, December 8, 2025

For the following reason: Her spouse is employed by one of the vendors.

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;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

RESOLUTION: 2025-353

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 6:31 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;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

1. REPORTS

a) Verbal Report Peter Hertz, Duncan Linton regarding OLT-25-000820 update

b) Legal advice regarding Consent Application B63-25, Arka Acres Ltd., verbal

2. REVIEW OF CLOSED SESSION MINUTES

- November 3, 2025

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2025-354

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 7:09 p.m.

CARRIED

RESOLUTION 2025-355

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report from Peter Hertz, Duncan Linton LLP regarding OLT-25-000820 update, AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION 2025-356

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the verbal legal advice regarding Consent Application B63-25, Arka Acres Ltd.

AND THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION 2025-357

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the November 3, 2025 Council Meeting.

CARRIED

O'CANADA

COUNTY COUNCIL UPDATE

Andrew Lennox, Mayor:

- County Budget Process
 - Preliminary budget in November
 - Revisit in January with updated information
 - Appears to be an increase over 3% but under 4%
 - Contributing to the increase are policing and social services
- Social Services Department childcare program
 - Wellington North is well under the provincial goal in terms of what we should have in percentage of children that would be able to access care
 - Wellington County is working to close that gap and have a short-term plan to assist with that. The County owned building on Foster Street has some additional space that is not being used. The space will be refurbished to create spaces.
 - The County is looking for other opportunities to grow childcare spaces in Wellington North
- While participated in the Holstein Christmas Parade, an MPP in attendance was questioned about changes to the Blue Box Program for downtown businesses. Wellington County is developing their own program. There will be significant pressure on the Province for changes. We may need to continue to add our voice.
- Bridge replacement on Wellington Road 109
 - Everything is open for the winter with two lanes. Construction will begin again in the spring. One bridge is complete; one is partly complete and there are two more to be replaced.

PRESENTATIONS

1. Helen Edwards, Seniors Centre of Excellence Program Coordinator,
 - Update on 2025 events, programming, and communications, and a request for continued funding support of \$10,000 for 2026.

Ms. Edwards was present to provide an update on the activities of the Seniors' Centre for Excellence, request continued funding, and showcase what they do to help keep seniors active, connected and engaged in their communities.

- Seniors workshops are held in partnership with Kay Ayres
- Wisdom workshops are held in partnership with the "Brainy Bunch"
- Heart & Soul of Wellington Newsletter
- Virtual programming
- Exercise opportunities

- Seniors' Community Grant 2025, supporting bus trips, dining programs, social media campaign – Ageism Awareness, Wellness & Connection Fair, seniors stocking program
2. Moya Taylor, P.Eng Asset Management Advisor, PSD Citywide
- Discussed regulatory requirements for Asset Management Plans and provided an overview of the asset portfolio.
 - Summarized the condition of Township assets and identified the funding gap.
 - Presented options to address the funding gap and provided recommendations.
3. Report TR 2025 – 2025 Asset Management Plan (AMP)

RESOLUTION 2025-358

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-014 being a report on the Township of Wellington North 2025 Asset Management Plan;

AND THAT Council approves the Township of Wellington North 2025 Asset Management Plan, as presented.

CARRIED

QUESTIONS ON AGENDA ITEMS (REGISTRATION REQUIRED)

No questions on agenda items registered.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, December 1, 2025

RESOLUTION 2025-359

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the minutes of the Regular Meeting of Council held on December 1, 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

1b, 2a, 2b, 3a, 4a, 5a, 5b, 5d

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION 2025-360

Moved: Councillor Renken

Seconded: Councillor Hern

THAT all items listed under Items For Consideration on the December 15, 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 Grand River Conservation Authority, Summary of the General Membership Meeting held on November 28, 2025.

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-016 being a report on the external auditor's (RLB LLP) audit plan for the 2025 fiscal year.

THAT the Council of the Corporation of the Township of Wellington North receive the Ausable Bayfield Maitland Valley Source Protection Region Newsletter for Municipalities November 2025.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION 2025-361

Moved: Councillor Hern

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority Board of Directors Meetings held on September 18, 2025 and October 16, 2025.

CARRIED

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

RESOLUTION 2025-362

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated December 8, 2025.

CARRIED

Councillor Hern returned to the meeting.

RESOLUTION 2025-363

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2025-015 being a report on the Township of Wellington North Development Agreement Surety Bond Policy;

AND THAT Council approves the Development Agreement Surety Bond Policy attached as Appendix "A", which sets out the conditions under which the Township will accept surety bonds as security for development agreements in accordance with O. Reg. 461/24;

AND FURTHER THAT Council authorize staff to update the Township's standard development and subdivision agreement templates to permit the use of surety bonds in accordance with Appendix "A";

AND FURTHER THAT Council delegate authority to the CAO and Director of Finance/Treasurer to execute standard form amending agreements required solely to implement the Policy and incorporate the approved bond form into existing development agreements.

CARRIED

RESOLUTION 2025-364

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report INF 2025-024 being a report Maple Ridge Estates Subdivision Stage 4 Preliminary Acceptance and Security Reduction;

AND THAT Council receives the correspondence from Dustin Lyttle, Triton Engineering Services Limited, dated December 9, 2025, regarding Maple Ridge Estates Subdivision (Arthur) Preliminary Acceptance Stage 4 Municipal Services;

AND FURTHER THAT Preliminary Acceptance be granted for Stage 4 Municipal Services works for Forest View Estates Subdivision with the guarantee and maintenance period commencing on November 27, 2024;

AND FURTHER THAT Council as per Section 9.3 of the Subdivision Agreement between the Corporation of the Township of Wellington North and Maple Ridge Estate Inc. for its Maple Ridge Estates Subdivision in the community of Kenilworth (Draft Plan 23T-87018) grant a reduction in securities to the retained amount of \$30,000.

CARRIED

RESOLUTION 2025-365

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2025-018 being a report on full cost recovery for the cemetery.

AND THAT Council approve the 2026 fees and charges for the Cemetery (Schedule C) as follows.

DESCRIPTION	2026 FEE
<u>SALES</u>	
Single Grave 3 ½ feet x 10 feet plot \$1910.00	\$3,181.00
Care and Maintenance Fund (40% of selling price \$1,272.40)	
Cremation Plots (3 ft x 4 ft with 2 ft sidewalk) \$1,440	\$2,400.00
Care and Maintenance Fund (40% of selling price \$960.00)	
Single niche to accommodate two urns (Niche \$1,910.00)	\$2,247.00
Care and Maintenance Fund (15% of selling price \$337.05)	

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>	Rate
Rental of any equipment	charged

CARRIED

RESOLUTION: 2025- 366

Moved: McCabe

Seconded: Hern

Council of the Corporation of the Township of Wellington North receive the correspondence dated November 17, 2025 regarding 2026 Township Budget – Public Consultation.

CARRIED

RESOLUTION 2025-367

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Committee Report dated November 13, 2025 regarding Bill 60 – Fighting Delays, Building Faster Act, 2025.

CARRIED

RESOLUTION 2025-368

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the correspondence from the Grand River Conservation Authority dated December 2, 2025, and from Town of Goderich dated November 21, 2025 regarding proposed changes to Conservation Authorities.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Hern (Ward 3):

- Arthur Chamber of Commerce meeting on Tuesday, December 14

Councillor McCabe (Ward 4):

- Rural Ontario Municipal Association (ROMA) meetings on December 18 and 19
- The 2026 ROMA Conference Trade Show has been sold out, however still time to apply for delegations.

Mayor Lennox:

- Tree decorating event with the kindergarten class from the Kenilworth Public School on Monday, December 8th.

BY-LAWS

- a. By-law Number 084-2025 being a by-law to amend By-law 135-2022 being a by-law to appoint members to the Mount Forest Business Improvement Area Board of Directors
- b. By-law Number 085-2025 being a by-law to establish the fees and charges for various services for 2026 provided by the municipality and repeal By-law 083-2024
- c. By-law Number 086-2025 being a by-law to establish the fees and charges for 2026 water and sewer services provided by the municipality and to repeal By-law 084-2024

- d. By-law Number 087-2025 being a by-law to adopt a budget including estimates of all sums required during 2026 for operating and capital for purposes of the municipality
- e. By-law Number 088 being a by-law to amend By-law Number 085-2025 being a by-law to establish fees and charges for various services provided by the municipality

RESOLUTION 2025-369

Moved: Councillor Renken

Seconded: Councillor Hern

THAT By-law Number 084-2025, 085-2025, 086-2025, 087-2025 and 088-2025 be read and passed.

CARRIED

CULTURAL MOMENT

- Celebrating 10 Years of 88.7 The River

CONFIRMING BY-LAW

RESOLUTION 2025-370

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 089-2025 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 15, 2025 be read and passed.

CARRIED

ADJOURNMENT


RESOLUTION 2025-371

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Regular Council meeting of December 15, 2025 be adjourned at 8:56 p.m.

CARRIED

Signed by:

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MAYOR

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CLERK