

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Following Public Meeting (7:50 p.m.)

Members Present:

**Mayor: Raymond Tout
Councillors: Sherry Burke
Mark Goetz
Dan Yake**

Absent:

Councillor: Andy Lennox

**Also Present: Chief Administrative Officer/Clerk: Lorraine Heinbuch
Executive Assistant: Cathy Conrad
Director of Recreation, Parks & Facilities: Barry Lavers**

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

A. **CALLING THE MEETING TO ORDER**

Mayor Tout called the meeting to order.

B. **O' CANADA**

C. **PASSING AND ACCEPTANCE OF AGENDA**

**Moved by: Councillor Burke
Seconded by: Councillor Yake**

THAT the Agenda for the December 17, 2012 Regular Meeting of Council be accepted and passed.

Resolution Number: 1

Carried

D. **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF**

None declared.

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Two

E. MINUTES

1. Regular Meeting of Council, December 3, 2012

Moved by: Councillor Burke

Seconded by: Councillor Yake

THAT the minutes of the Regular Meeting of Council held on December 3, 2012 be adopted as circulated.

Resolution Number: 2

Carried

F. BUSINESS ARISING FROM MINUTES

None.

G. DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS

1. Wellington North Fire Service
 - Display of Wellington North fire Service Shoulder Flashes
 - Presentation of long service awards

Mayor Tout presented twenty year service pins to four members from the Mount Forest station:

- Bill Hieber, Deputy Chief
 - Ed White, Captain
 - Mike Koehler, Firefighter
 - Steve Truax, Firefighter
-
- Presentation to Jim Morrison, Fire Chief Arthur Station, Certified Municipal Manager III Fire Service

Mayor Tout presented Jim Morrison, Fire Chief Arthur Station with the Certified Municipal Manager III Fire Service certificate.

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Three

G. **DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS**
(continued)

2. Presentation of Masters Certificate in Municipal Leadership from York University to Lorraine Heinbuch, Chief Administrative Officer/Clerk

Mayor Tout presented Lorraine Heinbuch, Chief Administrative Officer/Clerk with the Masters Certificate in Municipal Leadership from York University.

3. Dave Stack and Ian Turner, Arthur Walking Trail Sub Committee
- Presentation Regarding Arthur Walking Trail

Mr. Stack and Mr. Turner appeared before Council to present information regarding the proposed walking trail in the Village of Arthur. Funding in the amount of \$25,000 has been received through a grant from the Great Lakes Guardian Community Fund. A final project report is due in November, 2013. The trail will begin at the new Arthur Lions Park, proceed to the river and then on to Wells Street. It will make use of both municipal land and private land. Agreements will need to be in place for the private land. They recently walked the trail with the GRCA and a report will be forthcoming in January regarding the need for an environmental assessment. Once approval is received from Council the next step is to begin work on the legal agreements with private land owners.

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Four

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS**

1. Wellington North Fire Service
 - Arthur Fire Station
 - November 2012 Fire Report
 - November 2012 Fire Prevention Officer's Reports
 - Mount Forest Fire Station
 - November, 2012 Fire Report
 - November, 2012 Fire Prevention Officer's Report

Moved by: Councillor Burke

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service November 2012 Reports and the November 2012 Fire Prevention Officer's Reports for the Arthur and Mount Forest Fire Stations.

Resolution Number: 3

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Five

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

2. Report from Dale Small, Business Economic Manager
- Request for Municipal Site Specific Resolution for FIT Solar PV
System

Moved by: Councillor Burke
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the Business Economic Manager report dated December 5, 2012 with regards to the Request for a Municipal Site Specific Resolution;

AND FURTHER THAT the Council of the Township of Wellington North supports, subject to final review by staff, the construction and operation of a 500 KW Ground Mount Solar PV Project to be located at 7321 Sideroad 5 East., Mount Forest as described in the document received from Certified Solar.

The resolutions sole purpose is to enable the participant in the FIT program to receive priority points under the FIT program and may not be used for the purposes of any other form of municipal approval in relation to the application or projects or any other purpose.

Resolution Number: 4

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Six

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

2. Report from Dale Small, Business Economic Manager (continued)
- Approval of Façade Improvement Grant Applications:
 - 149 Main Street South, Mount Forest
 - 153 Main Street South, Mount Forest
 - 178 Main Street South, Mount Forest

Moved by: Councillor Yake
Seconded by: Councillor Burke

THAT the Business Economic Manager report dated December 13th, 2012 with regards to the Façade Improvement Grant Applications – Community Improvement Program is received;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 149 Main Street South in Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 153 Main Street South in Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,215 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 178 Main Street South in Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North approve the transfer of funds in the amount of \$7,215 (\$2,500 + \$2, 500 + \$2,215) from the 2012 Community Improvement Program to a CIP Reserve Account for utilization in 2013.

Resolution Number: 5

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Seven

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

3. Recreation & Culture Advisory Committee
- Minutes, December 4, 2012

Moved by: Councillor Burke
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation & Culture Advisory Committee meeting held on December 4, 2012.

Resolution Number: 6 **Carried**

- Minutes, Arthur Walking Trail Sub Committee, November 8, 2012

Moved by: Councillor Burke
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North approve the Arthur Walking Trail concept including trail location, map routes and other items related to the trail as recommended by the Recreation & Culture Advisory Committee.

Resolution Number: 7 **Carried**

4. Tree Committee
- Minutes, November 23, 2012

Moved by: Councillor Yake
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Tree Committee meeting held on November 23, 2012.

Resolution Number: 8 **Carried**

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Eight

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

5. Administration Committee
- Minutes, December 10, 2012

Moved by: Councillor Yake
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Administration Committee meeting held on December 10, 2012.

Resolution Number: 9

Carried

Moved by: Councillor Goetz
Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North appoint Fire Committee Chair Mark Goetz, Fire Committee member Dan Yake and Chief Administrative Officer Lori Heinbuch as the Interview Committee for the Fire Chief Hiring Process as recommended by the Administration Committee.

Resolution Number: 10

Carried

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT two external fire officials be added to the Interview Committee for the Fire Chief Hiring Process as recommended by the Administration Committee.

Resolution Number: 11

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Nine

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

5. Administration Committee
- Minutes, December 10, 2012

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North approve the purchase of the FISH! Philosophy training and the FISH! Leader training packages at an approximate cost of \$3,000.00, plus additional cost of \$400.00 - \$500.00 for training workbooks to be utilized for customer service and to develop teamwork, accountability, creativity and quality of work in our employees;

AND FURTHER THAT funds be allocated from Training and Development 2012 Administration Operating Budget for this purchase.

AND FURTHER THAT County of Wellington Human Resources Department be requested to perform the initial training of staff for the FISH! Program, as recommended by the Administration Committee.

Resolution Number: 12

Carried

- Memorandum from Administration Committee, L. Heinbuch, Chief Administrative Officer/Clerk regarding Recommendation of Amendment to Township of Wellington North Personnel Policy and Guidelines

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North the Township of Wellington North Personnel Policy and Guidelines Section - General Conditions/Policies – “Performance Reviews” be amended as set out in the attached Memorandum dated December 12, 2012.

Resolution Number: 13

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Ten

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

6. Finance Committee
- Minutes, December 10, 2012

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Finance Committee meeting held on December 10, 2012.

Resolution Number: 14

Carried

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North receive the Treasurer's Report TR2012-10 dated December 10, 2012 with regards to External Auditing Services;

AND FURTHER THAT the Council support the Treasurer's recommendation to appoint RLB LLP as the Township Auditor for the fiscal years 2012 through 2016.

Resolution Number: 15

Carried

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT the Council of the Corporation of the Township of Wellington North approve the recommendation of the Finance Committee to amend the Purchasing Policy in accordance with Treasurer's Report TR2012-13.

Resolution Number: 16

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Eleven

H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

7. Multi-Year Accessibility Plan – Township of Wellington North
- Requirement of the Accessibility for Ontarians with Disabilities Act (AODA), as prepared by L. Heinbuch, CAO/Clerk

Moved by: Councillor Goetz
Seconded by: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North adopt the Multi-Year Accessibility Plan for the Corporation of the Township of Wellington North dated November, 2012, in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Resolution Number: 17

Carried

8. Report from Lori Heinbuch, Chief Administrative Officer/Clerk
- CAO/Clerk 12/12
- Review Council/Committee Structures – Strengths and Weaknesses

Moved by: Councillor Burke
Seconded by: Councillor Goetz

THAT CAO/Clerk Report 12/12 regarding Review Council/Committee Structures – Strengths and Weaknesses be received and referred to the Administration Committee of Council for review, discussion and recommendation.

Resolution Number: 18

Carried

I. **CORRESPONDENCE FOR COUNCIL'S INFORMATION**

1. Ministry of Agriculture, Food and Rural Affairs
Re: Premier's Award for Agri-Food Innovation Excellence
- received as information

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Twelve

J. BY-LAWS

1. 100-12 Being a By-law Imposing Special Annual Drainage Rates Upon Land in Respect of which Money is Borrowed Under the Tile Drainage Act. (R & R Poultry Limited; Culp)

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 100-12 being a by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act be read a First, Second and Third time and finally passed. (R & R Poultry Limited; Culp)

Resolution Number: 19

Carried

2. 101-12 Being a By-law Appointing and Confirming the Appointment of Auditors of the Corporation of the Township of Wellington North.

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 101-12 being a by-law appointing and confirming the appointment of Auditors of the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed. (RLB LLP, Fergus)

Resolution Number: 20

Carried

K. OTHER/NEW BUSINESS

None.

L. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report dated December 12, 2012

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Thirteen

M. **NOTICE OF MOTION**

None.

N. **ANNOUNCEMENTS**

Councillor Burke wished everyone a Merry Christmas and a Happy New Year and thanked them for their support.

Councillor Goetz reminded everyone that the Chambers of Commerce Christmas promotions are winding down this week.

Mayor Tout thanked everyone for their help this year and encouraged everyone to support local businesses and wished everyone a good Christmas.

O. **CONFIRMING BY-LAW**

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 102-12 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 17, 2012 be read a First, Second and Third time and finally passed.

Resolution Number: 21

Carried

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

REGULAR MEETING OF COUNCIL

Monday, December 17, 2012

Page Fourteen

P. **ADJOURNMENT**

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Regular Council meeting of December 17, 2012 be adjourned at 8:52 p.m.

Resolution Number: 22

Carried

C.A.O./CLERK

MAYOR