

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF REGULAR COUNCIL MEETING – FEBRUARY 8, 2021 AT 2:00 P.M.  
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=7LTC0tsvTEY>

**Members Present:**

**Mayor:** Andrew Lennox  
**Councillors:** Sherry Burke  
Lisa Hern  
Steve McCabe (2:30 p.m.)  
Dan Yake

**Staff Present:**

<b>Chief Administrative Officer:</b>	<b>Michael Givens</b>
<b>Director of Legislative Services/Clerk:</b>	<b>Karren Wallace</b>
<b>Deputy Clerk:</b>	<b>Catherine Conrad</b>
<b>Director of Finance:</b>	<b>Adam McNabb</b>
<b>Economic Development Officer:</b>	<b>Dale Small</b>
<b>Human Resources Manager:</b>	<b>Chanda Riggi</b>
<b>Director of Fire Services:</b>	<b>Chris Harrow</b>
<b>Director of Operations:</b>	<b>Matthew Aston</b>
<b>Manager of Transportation Services:</b>	<b>Dale Clark</b>
<b>Manager, Environment and Development Services:</b>	<b>Corey Schmidt</b>
<b>Community Recreation Coordinator:</b>	<b>Mandy Jones</b>
<b>Manager of Recreation Services:</b>	<b>Tom Bowden</b>
<b>Chief Building Official:</b>	<b>Darren Jones</b>
<b>Senior Planner:</b>	<b>Michelle Innocente</b>
<b>Risk Management Officer:</b>	<b>Kyle Davis</b>

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA**

RESOLUTION: 2021-026

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Agenda for the February 8, 2020 Regular Meeting of Council be accepted and passed.*

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest declared.

**PRESENTATIONS**

1. Karen Armstrong, CAO and Sonja Radoja, Manager of Corporate Services, Bruce Whale, Township Representative, Grand River Conservation Authority
  - 2021 Draft Budget

Ms. Armstrong, Ms. Radoja and Mr. Whale presented information regarding the Grand River Watershed history, statistics, purpose, strategic priorities, strategic plan, 2021 budget challenges and the 2021 Draft Budget. The Wellington North municipal levy will increase by 4.5% for a total levy of \$53,744. The budget will be approved at the end of February at the Grand River Conservation Authority Board Meeting.

RESOLUTION: 2021-027

Moved: Councillor Burke

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority 2021 Draft Budget.*

CARRIED

#### **ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

1. Public Meeting, January 25, 2021
2. Regular Meeting of Council, January 25, 2021

RESOLUTION: 2021-028

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the minutes of the Public Meeting and the Regular Meeting of Council held on January 25, 2021 be adopted as circulated.*

CARRIED

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

1. Notice of Motion brought forward by Councillor Burke at the January 25, 2021 Regular Council Meeting

RESOLUTION: 2021-029

Moved: Councillor Burke

Seconded: Councillor Yake

*Be it resolved that the Council of the Township of Wellington North request that staff include the "High, Healthy, Happy" motto, the altitude above sea level, along with the community name "MOUNT FOREST" in any painting or repainting of the Water Tower in Mount Forest.*

CARRIED

#### **IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

1b, 1c, 3a, 5b, 6a, 6b, 6c

#### **ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

RESOLUTION: 2021-030

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT all items listed under Items for Consideration on the February 8, 2021 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 January 22, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on January 26, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-001 being a report on Consent Application (Lot Line Adjustment) B114-20 known as Part Lots 2 & 3, Concession 3 in the former Township of West Luther.*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B114-20 as presented 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 \$130.00 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*
- THAT the owner enter into an agreement apportioning future maintenance costs on any Municipal Drain that impacts the property; and the owner shall provide a \$500.00 deposit, per Municipal Drain impacted, to cover the cost of the re-apportionment of any such drain.*

*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.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report, prepared by Michelle Innocente, Senior Planner, dated February 1, 2021, regarding All Treat Farms (Walker Environmental Group Inc.), 7963 Wellington Road 109, Arthur, Zoning By-law Amendment.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated February 2, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Fourth Quarter 2020 Financial Update.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-001 being a report on water meters;*

*AND FURTHER THAT Council direct staff to bring a 2022 capital budget project, for Council's consideration, for a water meter study for Wellington North.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-006 being a report on the purchase of a new plow truck;*

*AND FURTHER THAT the Township of Wellington North award the supply of the 2021 plow truck to Viking Cives Ltd. at a cost of \$287,725.00 plus applicable taxes;*

*AND FURTHER THAT Council waive the requirement for a competitive process detailed within the Purchasing and Procurement Policy (Policy #003-18) for this project.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-007 being a report on structure 2061 on Sideroad 7 West;*

*AND FURTHER THAT Council award the quote for structure 2061 replacement project to Reeves Construction Limited, at a cost of \$115,000.00 plus applicable taxes;*

*AND FURTHER THAT Council award engineering design for structure 2061 replacement project to BM Ross, at a cost of \$15,000 plus applicable taxes;*

*AND FURTHER THAT Council authorize the Director of Operations to execute the completion of structure 2061 replacement project with Reeves Construction Limited;*

*AND FURTHER THAT Council waive the requirement for a competitive process detailed within the Purchasing and Procurement Policy (Policy #003-18) for this project.*

*THAT the Council of the Corporation of the Township of Wellington North receive, accept and approve Report OPS 2021-008 being a consolidated report on the Township's 2020 drinking water systems annual and summary report;*

*AND FURTHER THAT the Council directs staff to submit the approved report to the applicable agencies and make the report available to the public.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2021-009 being a report the Closed Meeting Investigation Policy;  
AND FURTHER THAT Council approves the amended Closed Meeting Investigation Policy.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2021-001 being a report on Pre-Servicing Policy, Application and Agreement;  
AND FURTHER THAT Council approves the Pre-Servicing Policy in substantially the same form as the attached Appendix 1;  
AND FURTHER THAT Council direct staff to amend the Fees and Charges By-Law to include the \$7,000.00 Pre-servicing Application fee.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Maitland Valley Conservation Authority 2021 Priorities and Draft Budget.*

*THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report, dated January 14, 2021, regarding County Official Plan Review -Progress Report #3.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Municipal Property Assessment Corporation 2020 Municipal Partnerships Report.*

CARRIED

#### **CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

RESOLUTION: 2021-031

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Association meeting held on January 20, 2021.*

CARRIED

RESOLUTION: 2021-032

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks & Leisure Committee meeting held on February 2, 2021.*

CARRIED

RESOLUTION: 2021-033

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North direct staff to begin to remove the ice as soon as February 9, 2021.*

CARRIED

RESOLUTION: 2021-034

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North approve design concept Option 3 Motor Skill Mastery which includes design changes discussed at Committee and noted in the minutes, and recommended by the Recreation, Parks and Leisure Committee;*

*AND FURTHER THAT a final design be brought back to the Committee for approval;*

*AND FURTHER THAT once a final design has been approved by the Committee that it be forwarded to Council for adoption by resolution.*

CARRIED

RESOLUTION: 2021-035

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North approve the 2022 Recreation Rates & Fees as recommended by the Recreation, Parks and Leisure Committee.*

CARRIED

RESOLUTION: 2021-036

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2021-04 being an update on the recently completed Business Recovery Survey conducted as part of our Business Retention & Expansion Program.*

CARRIED

RESOLUTION: 2021-037

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-005 being a report on the water and wastewater technical update;*

*AND FURTHER THAT Council direct staff to post these reports on the Township website.*

CARRIED

Council directed staff to schedule a Special Meeting of Council to further review of the reports and to ensure the Engineers are at that meeting.

RESOLUTION: 2021-038

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2021-005 being a report on the use of alternate voting methods in the 2022 municipal election be received;*

*AND FURTHER THAT Council authorizes a vote by mail method for casting ballots in the 2022 municipal election;*

*AND FURTHER THAT Council authorizes the use of tabulators for counting ballots in the 2022 municipal election;*

*AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize a vote by mail method of casting ballots in the 2022 municipal election;*

*AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law to authorize the use of tabulators for counting ballots in the 2022 municipal election;*

*AND FURTHER THAT the Clerk shall, by December 31, 2021 prepare procedures and rules for the vote by mail method of casting ballots in the 2022 municipal election and provide these procedures and rules to the public by posting them on the municipal website.*

CARRIED

RESOLUTION: 2021-039

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2021-007 being a report on Restricted Parking on Mount Forest Drive;*

*AND FURTHER THAT Council rescinds resolution 2021-021 as follows:*

*THAT the Council of the Corporation of the Township of Wellington North direct staff to bring a by-law to the February 8, 2021 Regular Council Meeting implementing a tow away zone on Mount Forest Drive.*

CARRIED

RESOLUTION: 2021-040

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2021-008 being a report on Volunteer Engagement;*

*AND FURTHER THAT Council support the recommendations outlined in this report as follows:*

- *Enhance the Volunteer webpage on the Township of Wellington North website.*
- *Link PINnetwork.ca as an option for individuals seeking opportunities.*
- *Showcase stories on the website of volunteer appreciation in the community.*
- *Create a campaign with community storytelling, describing volunteer opportunities and celebrating local volunteers.*
- *Develop ongoing outreach: via zoom, in-person presentations, training, and events to engage with community.*
- *A National Volunteer Week proclamation, messages from Mayor and Council, volunteer appreciation certificate from Township.*
- *Place a thank you in the local newspapers during volunteer week.*
- *Host a Volunteer Appreciation event in conjunction with Culture Days*
- *Host a Mayors Breakfast/Lunch, attended by volunteers.*

*AND FURTHER THAT council support a \$10,000.00 financial contribution for implementation from the Council Special Projects.*

CARRIED

The Director of Finance clarified source of the financial contribution will be from the Tax Rate Stabilization Reserve as there were no funds set aside in 2021 for the Council Special Projects in the Operating Budget.

## **NOTICE OF MOTION**

No notice of motion tabled.

## **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor McCabe (Ward 4):

- Recreation, Parks & Leisure Committee met on February 2. The next meeting will be held on March 2, 2021.

Mayor Lennox:

- The Mayor provided an update regarding Covid-19 and vaccinations. The mayors meet weekly with Dr. Mercer, Medical Officer of Health and advised that Ontario is not getting much vaccine right now, plans are being made for when vaccine is available to

have mass vaccinations across the County for residents. The highest priority individuals will be vaccinated first. The County has brought in Paul Johnson to head up a team to coordinate mass vaccination clinics, looking at locations and logistics. Mayor Lennox is attending a call on February 9, 2021 with provincial representatives and other Mayor's regarding vaccinations. The challenges of scaling up to mass vaccination involves a lot of moving parts; record keeping, logistics, security, traffic direction, etc. There will be a need for volunteers to assist. There may be a semi-permanent vaccination clinic set up with pop-up clinics elsewhere for. The number of cases is decreasing and, based on the Premier's announcement earlier today, we will likely move out of the stay-at-home order as early as next week.

#### **BY-LAWS**

- a. By-law Number 010-21 being a by-law to authorize the use of optical scanning vote tabulators in the 2022 Municipal Election
- b. By-law Number 011-21 being a by-law to authorize a vote by mail method in the 2022 Municipal Election
- c. By-law Number 012-21 being by-law to authorize a Boundary Road Agreement between the Corporation of the Township of Wellington North and the Corporation of the County of Grey
- d. By-law Number 013-21 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North

RESOLUTION: 2021-041

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT By-law Number 010-21, 011-21, 012-21, and 013-21 be read a First, Second and Third time and enacted.*

CARRIED

#### **CLOSED MEETING SESSION**

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

(c) a proposed or pending acquisition or disposition of land by the municipality or local board

RESOLUTION: 2021-042

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 4:02 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:*

(c) a proposed or pending acquisition or disposition of land by the municipality or local board

CARRIED

#### **REPORTS**

- Report EDO 2021-005 Industrial Land Update & Sale

#### **REVIEW OF CLOSED SESSION MINUTES**

- December 14, 2020

RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2021-043

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 4:25 p.m.*

CARRIED

RESOLUTION: 2021-044

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021-005 Industrial Land Update & Sale*

*AND FURTHER THAT Council approve the confidential direction to staff.*

CARRIED

RESOLUTION: 2021-045

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the December 14, 2020 Council Meeting.*

CARRIED

**CONFIRMING BY-LAW**

RESOLUTION: 2021-046

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT By-law Number 014-21 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 February 8, 2021 be read a First, Second and Third time and enacted.*

CARRIED

**ADJOURNMENT**

RESOLUTION: 2021-047

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Regular Council meeting of February 8, 2021 be adjourned at 4:26 p.m.*

CARRIED

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CLERK

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MAYOR