

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JULY 27, 2020
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/83000501504>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 830 0050 1504

	PAGE NUMBER
CALLING TO ORDER	
ADOPTION OF THE AGENDA	
Recommendation: <i>THAT the Agenda for the July 27, 2020 Regular Meeting of Council be accepted and passed.</i>	
DISCLOSURE OF PECUNIARY INTEREST	
RECESS TO MOVE INTO PUBLIC MEETING	
Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North recess the Regular Council Meeting of July 27, 2020 for the purpose of holding a Public Meeting under the Planning Act:</i> <ul style="list-style-type: none"> • Johanna Baars and Patrick Van Den Eijnden, Zoning By-law Amendment • 350 Cork Inc., Zoning By-law Amendment 	
RESUME REGULAR MEETING OF COUNCIL	
Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North resume the July 27, 2020 Regular Meeting of Council.</i>	
PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETINGS	
a. By-law Number 061-20 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North (Part Lot 8, RP 61R20624 (Parts 5 & 6), municipally known as 350 Cork Street, geographic Town of Mount Forest - 350 Cork Inc.) Recommendation: <i>THAT By-law Number 061-20 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. ((Part Lot 8, RP 61R20624 (Parts 5 & 6), municipally known as 350 Cork Street, geographic Town of Mount Forest - 350 Cork Inc.)</i>	001

<p>b. By-law Number 062-20 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North (Part Lot 33, Concession 2, municipally known as 7470 Second Line, geographic West Garafraxa - Johanna Baars and Patrick Van Den Eijnden)</p> <p>Recommendation: <i>THAT By-law Number 062-20 being a by-law to amend By-law 66-01 being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted. (Part Lot 33, Concession 2, municipally known as 7470 Second Line, geographic West Garafraxa - Johanna Baars and Patrick Van Den Eijnden)</i></p>	004
ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING	
<p>1. Regular Meeting of Council, July 13, 2020</p> <p>Recommendation: <i>THAT the minutes of the Regular Meeting of Council held on July 13, 2020 be adopted as circulated.</i></p>	007
BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL	
<p>1. Councillor Yake, Notice of Motion – July 13, 2020 Regular Council Meeting</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North make a request to the County of Wellington that tipping fees at the Riverstown Landfill be waived for leaf and yard waste from the Township of Wellington North residents to help them transition to the new program.</i></p>	
ITEMS FOR CONSIDERATION	
1. MINUTES	
<p>a. Mount Forest District Chamber of Commerce, June 16, 2020</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce meeting held on June 16, 2020.</i></p>	014
<p>b. Arthur Business Improvement Association, July 15, 2020</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Business Improvement Association meeting held on July 15, 2020.</i></p>	019
2. BUILDING	
<p>a. Report CBO 2020-08 Building Permit Review Period Ending June 30, 2020</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2020-08 being the Building Permit Review for the period ending June 30, 2020.</i></p>	022

3. ECONOMIC DEVELOPMENT	
<p>a. Report EDO 2020-16 Arthur BIA Memorandum of Understanding (MOU)</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2020-016 being a report on establishing a Memorandum of Understanding (MOU) with the Arthur Business Improvement Association;</i></p> <p><i>AND FURTHER THAT Council authorize the Mayor and CAO to sign the MOU with the Arthur Business Improvement Association (BIA) to provide a \$10,000 loan to the Arthur BIA at zero percent interest, to be repaid in two equal instalments of \$5,000.00 each, on February 1st, 2021 and February 1st, 2022.</i></p>	024
<p>b. Report EDO 2020-017 Community Improvement Program</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2020-017 regarding Community Improvement Program;</i></p> <p><i>AND FURTHER THAT Council approve grants as follows:</i></p> <ul style="list-style-type: none"> • <i>\$1,714 Façade Improvement Grant for improvements at 277 Main Street South in Mount Forest, home of Stumbled Upon</i> • <i>\$2,500 Public Art Grant to assist with a Mural at 156 George Street in Arthur, home of Arthur Foodland.</i> 	027
4. FINANCE	
<p>a. Cheque Distribution Report, June 21, 2020</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated July 21, 2020</i></p>	030
<p>b. Second Quarter 2020 Financial Update</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the Second Quarter 2020 Financial Update.</i></p>	034
<p>c. Report TR2020-11 being a report on the proposed 2021 Budget Schedule</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report TR2020-11 being a report on the proposed 2021 budget schedule;</i></p> <p><i>AND FURTHER THAT Council endorse the schedule proposed by staff.</i></p>	039
5. ADMINISTRATION	
<p>a. Report CLK 2020-014 / TR 2020-012 Bill 197, The COVID-19 Economic Recovery Act</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-014 / TR 2020-012 Bill 197, The COVID-19 Economic Recovery Act.</i></p>	043

<p>b. Report CLK 2020-015 Road Dedication of Oak Street, Conn</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2020-015 being a report on the road dedication of Oak Street, Conn;</i> <i>AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the road dedication by-law for Oak Street, Conn.</i></p>	055
<p>c. Report CAO 2020-006 Council Strategic Priorities 2019-2022 Update 2, 20 in '20 Opportunities-Municipal Service Review Update</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report CAO 2020-006 being an update report on Councils Strategic Priorities 2019 – 2022 and the 20 in '20 Opportunities-Municipal Service Review;</i> <i>AND FURTHER THAT Council continues to support utilization of township resources including staff time in collaborating with member municipalities and the county on further investigating and implementation of the efficiency opportunities identified in the Top 20 in '20 including but not limited to the IT Service Delivery Review (Ref No. 10), shared Public Works Facility with the County of Wellington (Ref No. 1), and shared Drainage Superintendent role with the Town of Minto (Ref No. 14).</i></p>	061
IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION	
ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION	
<p>Recommendation: <i>THAT all items listed under Items For Consideration on the July 27, 2020 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:</i></p>	
CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION	
NOTICE OF MOTION	
COMMUNITY GROUP MEETING PROGRAM REPORT	
<p>Councillor Yake (Ward 1):</p> <ul style="list-style-type: none"> • North Wellington Health Care Corporation – Louise Marshall Hospital • Lynes Blacksmith Shop Committee • Wellington North Safe Communities Committee • Upper Grand Trailway Wellington Sub Committee • Wellington North Power • Recreation, Parks and Leisure Committee • Mount Forest Homecoming Committee (inactive) <p>Councillor Burke (Ward 2):</p> <ul style="list-style-type: none"> • Mount Forest Aquatic Ad Hoc Advisory Committee • Wellington North Wellness & Team Building Committee • Mount Forest Business Improvement Area 	

<p>Councillor Hern (Ward 3):</p> <ul style="list-style-type: none"> Wellington North Cultural Roundtable Mount Forest & District Chamber of Commerce Arthur & District Chamber of Commerce Arthur Business Improvement Area Arthur BMX/Skateboard Park Advisory Committee EarlyON Child and Family Services Committee <p>Councillor McCabe (Ward 4):</p> <ul style="list-style-type: none"> Recreation, Parks and Leisure Committee Saugeen Valley Conservation Authority Wellington North Health Professional Recruitment Committee Upper Grand Trailway Wellington Sub Committee <p>Mayor Lennox:</p> <ul style="list-style-type: none"> Wellington North Power Ex Officio on all committees 	
BY-LAWS	
a. By-law Number 059-20 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as the Murphy Drain	069
b. By-law Number 060-20 being a by-law to dedicate a parcel of land described as Part 4 on Plan 61R21709 as a public highway (Oak Street, Conn)	071
<p>Recommendation:</p> <p>THAT By-law Number 059-20 and 060-20 be read a First, Second and Third time and enacted.</p>	
CONFIRMING BY-LAW	072
<p>Recommendation:</p> <p><i>THAT By-law Number 063-20 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 July 27, 2020 be read a First, Second and Third time and enacted.</i></p>	
ADJOURNMENT	
<p>Recommendation:</p> <p><i>THAT the Regular Council meeting of July 27, 2020 be adjourned at __:__ p.m.</i></p>	

MEETINGS, NOTICES, ANNOUNCEMENTS		
Wellington North Farmers Market, 320 King Street East, Victory Church Community Centre Parking Lot	Saturday, August 1, 2020	8:30 a.m. to 12:00 p.m.
Wellington North Farmers Market, Main Street Mount Forest as part of Buy Local Program/Celebration	Saturday, August 8, 2020	8:30 a.m. to 4:00 p.m.
Regular Council Meeting – via video conference	Monday, August 10, 2020	7:00 p.m.
Regular Council Meeting – via video conference	Monday, August 24, 2020	7:00 p.m.

The following accessibility services can be made available to residents upon request with two weeks' notice:

Sign Language Services – Canadian Hearing Society – 1-877-347-3427
- Kitchener location – 1-855-656-3748

TTY: 1-877-843-0368 Documents in alternate forms CNIB – 1-800-563-2642

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

BY-LAW NUMBER 061-20

**BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING
BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 34 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. THAT Schedule 'A-3' of By-law 66-01 is amended by changing the zoning on lands described as Part Lot 8, RP 61R20624 (Parts 5 & 6), and is Municipally known as 350 Cork Street, Geographic Town of Mount Forest, as shown on Schedule "A" attached to and forming part of this By-law from Residential (R2) to Residential (R3);
2. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended

READ A FIRST, SECOND THIRD TIME THIS 27TH DAY OF JULY 2020.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 061-20

SCHEDULE "A"



This is Schedule "A" to By-law 061-2020

Passed this 27th day of July, 2020

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 061-20

THE LOCATION OF THE SUBJECT LANDS

The property subject to the proposed amendment is described as Part Lot 8, RP 61R20624 (Parts 5 & 6) and is Municipally known as 350 Cork St, Geographic Town of Mount Forest. The property is approximately 0.32 ha (0.8 ac) in size and currently zone Medium Density Residential (R2).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Medium Density Residential (R2) zone to High Density Residential (R3) zone to facilitate increased density and the construction of a 6-unit row townhouse.

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

BY-LAW NUMBER 062-20

**BEING A BY-LAW TO AMEND BY-LAW 66-01, BEING A ZONING
BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 34 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. THAT Schedule 'A' Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 33, Concession 2, is municipally known as 7470 Second Line, as shown on Schedule "A" attached to and forming part of this By-law from Agricultural Exception (A-100) to Agricultural (A);
2. THAT except as amended by this By-law, the land shall be subject to all applicable regulations of Zoning By-law 66-01, as amended; and,
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended

READ A FIRST, SECOND THIRD TIME THIS 27TH DAY OF JULY 2020.

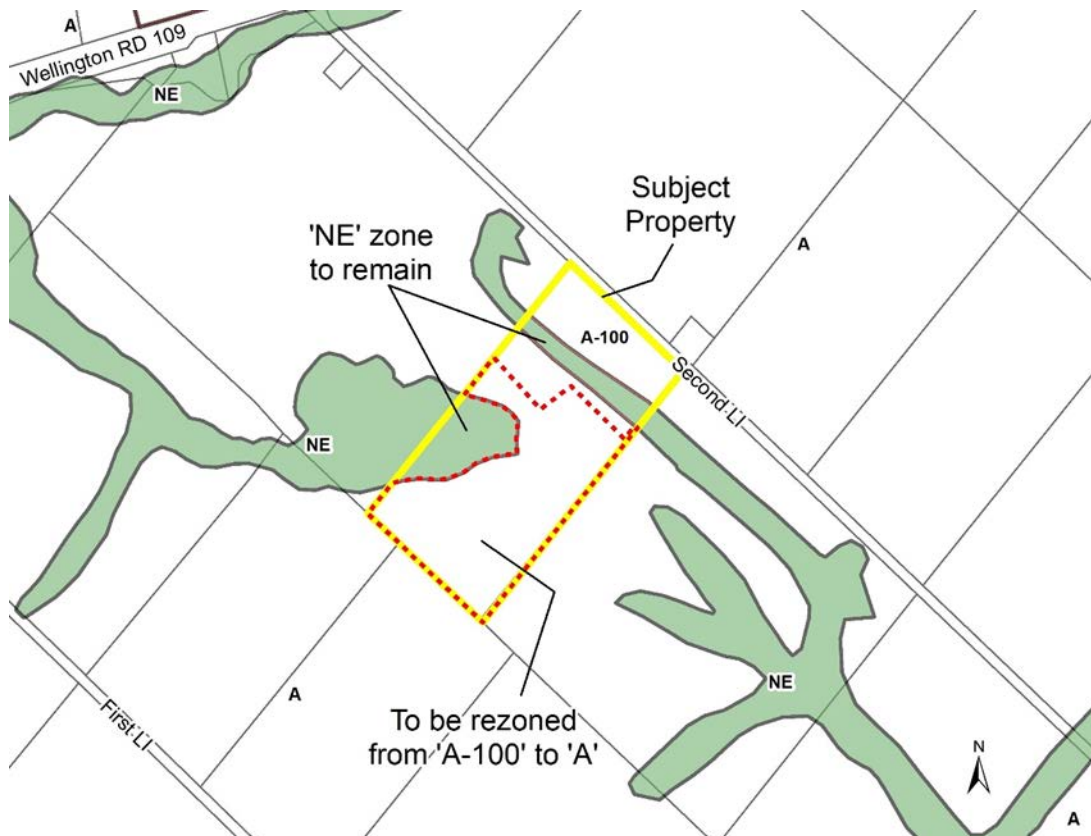
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 062-20

SCHEDULE "A"



This is Schedule "A" to By-law 062-2020

Passed this 27th day of July, 2020

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 062-20

THE LOCATION OF THE SUBJECT LANDS

The land subject to the proposed amendment is described Part Lot 33, Concession 2, and is Municipally known as 7470 Second Line, West Garafraxa. The property is approximately 17.5 ha (43.2 ac) in size.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands to Agricultural (A) to remove the existing site specific zoning that allows for the retail sale of plants. This rezoning is a condition of severance application B62/19, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a vacant 11.9 ha (29.4 ac) from the retained 5.6 ha (13.8 ac) with existing greenhouse business (Arthur Greenhouse).

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JULY 13, 2020 – 7:00 PM
VIA WEB CONFERENCING - https://youtu.be/Os_7NEdXNw

Members Present:

Mayor: Andrew Lennox
Councillors: Sherry Burke
 Lisa Hern
 Steve McCabe
 Dan Yake

Staff Present:

Chief Administrative Officer:	Michael Givens
Director of Legislative Services/Clerk:	Karren Wallace
Deputy Clerk:	Catherine Conrad
Director of Finance:	Adam McNabb
Economic Development Officer:	Dale Small
Chief Building Official:	Darren Jones
Director of Operations:	Matthew Aston
Community Recreation Coordinator:	Mandy Jones
Fire Prevention Officer:	Marco Guidotti
Recreation Services Manager:	Tom Bowden

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2020-205

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the July 13, 2020 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

None

PRESENTATIONS

1. Keith Harris, Chair, Arthur Business Improvement Association
 - Request for loan to support projects in downtown Arthur

Mr. Harris appeared before Council to request support for the Arthur Business Improvement Association with a loan of \$10,000 for projects in downtown Arthur. The BIA is hoping for positive results this year and wants to proceed with the winter season downtown decoration project and an outdoor gym project. These project ideas came out of the Downtown Revitalization Committee last year. There is no BIA levy this year. The loan would be paid back through future levies and would allow the projects to proceed.

RESOLUTION: 2020-206

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North support the Arthur Business Improvement Association request for a \$10,000 loan for projects in downtown Arthur;

AND FURTHER THAT staff be directed to work with the Arthur Business Improvement Association on an agreement and bring a report to the July 27, 2020 Council meeting.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, June 22, 2020
2. Special Meeting of Council, June 29, 2020

RESOLUTION: 2020-207

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on June 22, 2020 and the Special Meeting of Council held on June 29, 2020 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

1a, 1f, 4a, 4b, 5c, 6a, 7a, 9b, 9c

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2020-208

Moved: Councillor Hern

Seconded: Councillor Yake

THAT all items listed under Items For Consideration on the July 13, 2020 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 Arthur Business Improvement Association meeting held on June 17, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable meeting held on June 18, 2020.

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 June 26, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of Maitland Source Protection Authority Meeting #2/20 and Board of Directors Meeting #4-20 held on April 15, 2020 and General Membership Meeting #5-20 held on May 20, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report, dated June 18, 2020, regarding County Official Plan Review -Progress Report #2.

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2020-07 being the Building Permit for the period ending May 31, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated July 7, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR2020-09 being a report on the FCM MAMP funding application and Township asset management initiatives;

FURTHER THAT council approve the engagement of a third-party consultant to provide consulting services in support of the 2020 Asset Management Initiatives to a maximum of \$65,000 inclusive of net tax;

AND FURTHER THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for AMP update, and development of AM readiness and risk frameworks.

AND FURTHER THAT that the Township of Wellington North commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Update to our Asset Management Plan*
- Condition assessment & data collection (GIS)*
- Training, organizational development and knowledge transfer, and*
- Establishment of AM readiness & risk management frameworks for the Township.*

AND FURTHER THAT the Township of Wellington North commits up to a maximum of \$15,000 from reserve funds toward the costs of this initiative.

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-023 being a report on the award of the Township's 2020 bridge program;

AND FURTHER THAT Council award the request for tender to Reeves Construction Limited at a cost of \$231,928.59 plus applicable taxes.

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2020-024 being a report on the Township's year-to-date (May 31, 2020) wastewater treatment plant flows.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2020-013 being a report to award Contract 2020-008 for construction of Drain 2 (Martin) Arthur;

AND FURTHER THAT the Council of the Township of Wellington North award Agdrain Inc. at a price of \$71,542.13 excluding HST.

THAT the Council of the Corporation of the Township of Wellington North receive for information the Social Media Policy

THAT the Council of the Corporation of the Township of Wellington North receive the Crime Stoppers Guelph Wellington Newsletter, The Informant, Summer 2020, 2nd Quarter.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2020-209

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce meeting held on June 16, 2020.

CARRIED

Councillor Hern noted that she did not make the statement as recorded in the minutes that \$150 million will be dedicated to better broadband and cell service for rural Wellington North. She will clarify with the Arthur Chamber of Commerce and have the minutes amended.

RESOLUTION: 2020-210

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks & Leisure Committee meeting held on July 7, 2020.

CARRIED

RESOLUTION: 2020-211

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT Council of the Corporation of the Township of Wellington North direct staff to enter an agreement with local minor sports organizations to promote and sell seat naming rights at the Mount Forest and District Sports Complex as funding raising, as recommended by the Recreation, Parks & Leisure Committee;

AND FURTHER THAT Council establish a cost per seat of \$200, as recommended by the Recreation, Parks & Leisure Committee;

AND FURTHER THAT Council direct staff to provide the seats on a per row basis and that cost payment is made in advance as recommended by the Recreation, Parks & Leisure Committee;

AND FURTHER THAT Council direct staff to ensure the marketing of the program and the original placement of the name tag be performed by the community group but any necessary replacement or maintenance on the name tag for a period of five years following the original placement of the name tag be performed by the Township, after which the name tag may be removed at the discretion of the Township, as recommended by the Recreation, Parks & Leisure Committee.

CARRIED

RESOLUTION: 2020-212

Moved: Councillor Hern

Seconded: Councillor Yake

THAT Council of the Corporation of the Township of Wellington North approve the purchase of a new kitchen heater for the Damascus Community Centre with the funds that were allocated for a new furnace, as recommended by the Recreation, Parks & Leisure Committee.

CARRIED

RESOLUTION: 2020-213

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-014 being a report on the Wellington North Shop Local Program;

AND FURTHER THAT Council supports promoting downtown shopping and ensuring physical distancing in a safe and comfortable environment by authorizing the closure of George Street in Arthur and Main Street in Mount Forest as follows:

- *Main Street Mount Forest August 8th & 22nd*
- *George Street in Arthur August 15th & 29th*

CARRIED

RESOLUTION: 2020-214

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2020-015 being a report on the Community Improvement Program;

AND FURTHER THAT Council approve grants as follows:

- *\$ 500 Façade Improvement Grant for new signage at 101 Main Street North in Mount Forest, new home to B & A. Gardens*
- *\$2,500 Façade Improvement Grant for improvements at 212 Main Street North in Mount Forest, home of The Co-operators*
- *\$2,500 Façade Improvement Grant and a \$2,500 Façade Improvement loan for improvements at 9103 Highway 6 in Kenilworth for improvements made by the new owner, Marc McCrae*
- *\$2,500 Façade Improvement Grant for improvements at 274 Main Street South in Mount Forest, home to Dufferin Mutual Insurance and a vacant unit*
- *\$246 Façade Improvement Grant and \$630 Blade Sign grant for improvements at 257 Main Street South in Mount Forest, new home to The Imagination Space*
- *\$2,500 Façade Improvement Grant for improvements at 9128 Highway 6 in Kenilworth, home to Epoch's Garage.*

AND FURTHER THAT Council, in order to continue to support local businesses during the COVID epidemic and to help stimulate the economic recovery, approve an additional allocation of \$25,000 to the Community Improvement Program in 2020.

CARRIED

RESOLUTION: 2020-215

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2020-010 being an update report on the ICIP Green Stream, and the proposed 2020 Connecting Link application for information;

AND FURTHER THAT Council support the submission of the Queen St. E (between Main St. and White's Bridge) project for the 2021-22 Connecting Link intake once available;

AND FURTHER THAT Council direct staff that the requisite funding for the Township's share of the 2021-22 Connecting Link Program be included, as appropriate, in the 2021 Capital Budget.

CARRIED

RESOLUTION: 2020-216

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report DFC 2020-002 being a report on the Wellington North and Southgate Fire Protection Agreement;

AND FURTHER THAT Council of the Township of Wellington North authorize the Mayor and Clerk to enter into a Fires Service Agreement with the Township of Southgate for the provision of fire protection services.

CARRIED

RESOLUTION: 2020-217

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive the report from CIMA+ regarding the Arthur Wastewater Treatment Plant Expansion Project: Contract 1, Quarterly Report Q2 2020.

CARRIED

RESOLUTION: 2020-218

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the report from Bruce Whale, GRCA Board member, on the Grand River Conservation Authority to June 26, 2020.

CARRIED

RESOLUTION: 2020-219

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the Centre Wellington Community Foundation, Media Release, July 1, 2020, \$10,880 COVID-19 technology grant to the Township of Wellington North in partnership with the Mount Forest Family Health Team to facilitate the Mennonite and Amish communities' access to virtual medical services

CARRIED

NOTICE OF MOTION

Councillor Yake gave notice that at the next Regular Council meeting he will be moving a motion to request the County of Wellington to waive tipping fees at the Riverstown Landfill for leaf and yard waste from Township of Wellington North residents to help them transition to the new program.

MOMENT OF SILENCE

Mayor Lennox requested a moment of silence to reflect on the loss of team member Gord Flewwelling. Gord was Wellington North's livestock valuer, a fenceviewer and our first poundkeeper and we are grateful for his work. He was a tireless servant to the community and many community groups.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- Update from the Hospital Building Committee - there has been tremendous progress. The project is moving along nicely and holding to the schedule.

Councillor Hern (Ward 3):

- The Arthur Lions Club is working out the details of physical distancing and are planning two drive through chicken BBQ dinners in August and September to raise funds for the BMX/Skateboard Park project.
- There will be an Arthur BIA meeting on Wednesday July 15, 2020. A list of enhancements regarding the Connecting Link project has been prepared. They are hoping the list will receive approval from the BIA and the Chamber of Commerce.

Councillor McCabe (Ward 4):

- At the Recreation, Parks and Leisure Committee meeting last week the Committee acknowledged the support from the Lions Clubs for their work and Chalmers Fuels for their donation of furnaces for the Damascus Community Hall and Lynes house associated with the Blacksmith shop.

BY-LAWS

- a. By-law Number 056-20 being a by-law to authorize the execution of a Fire Protection Agreement between the Corporation of the Township of Southgate and the Corporation of the Township of Wellington North
- b. By-law Number 057-20 being a by-law to amend By-law 011-19 being a by-law to provide for actual cost to provide for a drainage works in the Township of Wellington North in the County of Wellington, known as Drain 48 Cormack

RESOLUTION: 2020-220

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 056-20 and 057-20 be read a First, Second and Third time and enacted.

CARRIED

CONFIRMING BY-LAW NUMBER 058-20

RESOLUTION: 2020-221

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT By-law Number 058-20 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 July 13, 2020 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2020-222

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Regular Council meeting of July 13, 2020 be adjourned at 8:05 p.m.

CARRIED

CLERK

MAYOR

Mount Forest District Chamber of Commerce Minutes

June 16th 2020

Call To Order:

President Shawn Mcleod called to order the regular meeting of the Mount Forest District Chamber of Commerce at 7:05pm on June, 16th, 2020 on Zoom due to COVID-19.

In Attendance:

Shawn Mcleod
Sharon Wenger
Pam Carson
Jesse Gerva
Krista Blenkhorn
Dale Small
Lisa Hern
Corbin Peter

Approval of Minutes:

Jesse forwarded the motion to approve Mays Minutes. Krista seconded it and all were in favor.

Swearing in New Director:

All were in favor of adding Krista Blenkhorn as an official Director of The Mount Forest Chamber of Commerce.

Economic Development Report (with Dale Small):

Saturday June 20th marks the reopening of the Mount Forest Farmers Market. It's now open Saturdays 8:30 am till 12 pm.

Lots of community improvement grants are being applied for. Within 6 months 20 already have applied.

Grants that have been issued for New Development in the building between the Vets office and Dufferin Mutual downtown.

Lots of growth and new business moving into the Downtown area (Imagination Station, etc.)

Council Notes (with Lisa Hern):

Public Meetings via Zoom have begun and is free for all to watch.

The council discussed and are working on reopening the Splash Pad for the Summer.

Shared Service agreement names Chris Harrow as the new Fire Chief.

Office Operations

Boardroom:

Shawn got a price (\$2,486 with tax) from Kevin about moving the door, however no one else has heard from him.

The board all agrees to purchase the door and not a door frame.

Dale suggests that both locks on the front door on the Chamber office and The River should be replaced.

Sharon makes the motion and Pam seconds it with all in favour to continue working with Kevin Bender on the Renovation.

Shawn will continue to go and inspect the Reno in person and will keep the board up to date with any changes.

Fireworks Festival:

Corbin offered to help with the Fireworks Festival social media due to the prior social media head quitting unexpectedly.

All money that is being held over from deposits and sponsorships from the 2020 Festival will be held over for the 2021 Festival.

2020 Guide:

Shawn asks the board on how to word/ write this year's Letter from the President.

Jesse suggests to look for someone to help write something very professional.

Krista suggests that focusing on supporting local businesses in the Letter would be a positive.

Jesse offered to review the President's Letter but not to write it.

Wellington Advertiser offered again to distribute the Guide. The board says to wait and see their quote before making a final decision.

Shop Wellington North:

The problem with tax on the website not working has been fixed.

Lots of new businesses have joined the website since last meeting.

Lots of sales on the site as well.

Pam suggests to look into a marketing team to help promote the website.

Dale says he could help financially if The Chamber wanted to look into marketing.

Sharon will look into someone from Harriston that she knows to help boost Google Searches for our websites.

Grants and Admin:

Pam is looking into hiring a new admin, hoping to interview in July and Transition into the role in August.

Pam also informed the board that she offered that Corbin could stay on year round and work part time on Social Media.

Pam also informs the board that we were unsuccessful to get funding for the Summer Student program however we are still waiting to hear about the Wage Subsidy we applied for.

Shawn is in charge of finding hand sanitizer for the building and Krista can get signs from Vintex to tell people at the door to apply hand sanitizer before entering.

BIA:

The BIA didn't get funding for 2021 from the Township because the Downtown Mount Forest Group applied for it.

Pam suggests that we respond to all of the BIA's messages whether they are positive or negative.

Roundtable:

Jesse: Jesse says to embrace social media and to put money towards social media and to boost posts and get new viewers. Jesse also tells the Board to take into account how COVID-19 could impact the Chamber.

Dale: Nothing to add.

Lisa: Nothing to add.

Krista: Nothing to add.

Shawn: Nothing to add.

Pam: Pam and Sharon discuss Membee memberships. They agree to keep talking and share information when it comes to Membee.

Sharon: Reminds Corbin that Lee from the Economic Development Corporation is looking for Chamber Bucks and that they need to be printed off.

Shawn called adjournment to the meeting at 8:27pm.

July 14th is the next meeting.

Minutes typed by: Corbin

Minutes Reviewed and Distributed by: Sharon

MINUTES
ARTHUR BUSINESS IMPROVEMENT ASSOCIATION MEETING
JULY 15th, 2020 @ 7:30 PM
VIA ZOOM VIDEO CONFERENCE

BOARD MEMBER ATTENDEES:

Paula Coffey,

Sheila Faulkner,

Keith Harris, Chair

Mitch Keirstead,

Angela Alaimo,

Councilor Lisa Hern

BOARD MEMBERS ABSENT:

Gord Blyth, Jim Coffey, Tom Gorecki,

OTHER ATTENDEES:

Dale Small; Economic Development Officer

REVIEW AND ADOPTION OF THE AGENDA

Chair Keith called the meeting to order at 7:30PM, and the agenda was reviewed and approved.
 Moved by Angela Alaimo and seconded by Sheila Faulkner. **Carried**

APPROVAL OF MINUTES FROM PREVIOUS MEETING

The minutes from the June 17th Arthur Business Improvement Association meeting were reviewed and approved. Moved by Paula Coffey, seconded by Mitch Keirstead **Carried**

UPDATE FROM THE CHAIR

Keith provided an update on his presentation to council on July 13th requesting a loan of \$10,000 for the BIA to be able to startup its Bank Account and enable them to support the two RED program initiatives. Council approved the request and will be preparing an MOU for the Chair and Treasurer to sign.

Discussion also took place regarding the letter Mitch initially provided as a draft to go out to the BIA membership. The board reviewed the revisions Keith had made and were supportive. Additional items included the ability for anyone to join our ZOOM meetings and that access to meeting minutes and agendas were available on the Townships website. With these additions it was agreed that Mitch would distribute the letter to all BIA members

ITEMS FOR DISCUSSION

- 1) It was previously agreed that the BIA would take-over the Arthur Downtownrising logo and make it the new **Arthur BIA logo** and Gord had indicated he would ask Caroline to do some tweaking for approval at our next Directors Meeting. As Gord was unable to attend this meeting this item will be carried forward to the next meeting. Sample of the logo follows:



- 2) Dale provided an Economic Development Report as part of the agenda and the first item discussed was the **Rural Economic Development (RED) funding application**. \$18,442 will be allocated to purchase Christmas decorations. This cost will be covered as follows:
- \$5,532.60 (30%) from the RED grant
 - \$5,532.60 (30%) from the BIA
 - \$7,376.80 (40%) from the Township of Wellington North Economic Development Office

The Chamber is ordering the decorations and moving forward ownership of these decorations will be the BIA who will need to maintain and store and in future years arrange with Wellington North Power and Wellington North Roads staff to install and take down.

Second item was the **Wellington North Shop Local Program**. On July 13th council approved the joint Chamber, BIA, and Economic Development request to close George Street in Arthur to vehicle traffic on Saturday August 15th and 29th. Our main focus around this is shop local, support local, and help our community re-open. Traffic will be detoured from 7:30am – 5:00pm. Retail businesses not located in our downtowns will be allowed to setup a location if they wish and we hope our Community Service and Not-For-Profits will get involved. Hopefully, all businesses will get engaged and help promote the day(s) through their networks, offer sidewalk sales & promotions as we encourage the town to come out, shop local, support local.

The BIA agreed to take on the following responsibilities:

- to be active in supporting the marketing and promotion. Mitch raised the idea of creating a flyer for the event and having it mailed to all residents using the free Canada Post business services program. This idea was widely supported and approved.
- BIA will also take the lead role in ensuring the road barriers are put up and taken down and that directional signage is in place for traffic detouring around George Street.

The EDO will arrange for 88.7 The River to provide local musical entertainment during the day for the enjoyment of our shoppers and downtown community. We will also advertise on The River, The Grand and the Wellington Advertiser to help get the word out in the Community.

All Public Health protocols that are in place at that time will be followed.

3) Item number three was the **Connecting Link Project**. Big thank you to Paula and the BIA for putting the list together and the BIA provided final support for the following ideas to go to the Township Engineer for consideration and costing:

- Consideration to posting of reduced speed limits or better streetlight synchronization
- Better signage to promote Parking Lots
- Incorporate more seating, trash receptacles, bicycle racks and greenery
- Alleyway between Sussman's and Eclectica to be paved and curbed for a community area to support community events and creation of a community art project
- Accessibility improvements (texturing) for visually impaired around walkways as well as the area around Foodland
- Consideration to some decorative lampposts as well as ability to place "winter trees" for seasonal decorations.
- Electronic Sign at the Fire Hall as a partnership with Wellington North Fire Services
- Location for the Outdoor gym and outdoor gym equipment from the RED grant
- "Chokers" or curb extensions that narrow the street by widening the sidewalks and install planters that lead to a reduction in the width of a roadway, reduce speed & pedestrian crossing distance.
- Paving treatment/flexible street ideas to support informal pedestrian crossways (Wyndham Street in Guelph as an example)
- A desire to be part of the plan for the road closure which would include the preparation of a map that would show people how to get around during the construction.

ROUND TABLE

Suggestion was made that as part of its 2021 budget, we should include membership into the OBIAA. Angela also provided everyone with a link to the OBIAA website for review.

It was also recommended that the BIA work on establishing an inventory of all vacant properties within the BIA Area.

Although Treasurer Tom was unable to attend the meeting, he provided the following update via Chair Keith; *"Please let the BIA know that our bank account has been started and all our banking stationery is being sent to the Chamber office. Jacklyn Winter has made a drawer/area for all our stuff as it comes in. I will grab any correspondence for you and the BIA as needed."*

NEXT MEETING

It was agreed that there would be no meeting in August and that the next BIA Board meeting would be held on Wednesday September 16th @ 7:30pm via ZOOM.

ADJOURNMENT

- Moved by Councilor Hern that the meeting be adjourned at 8:45PM

Carried



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of July 27th, 2020
From: Darren Jones, Chief Building Official
Subject: CBO 2020-08 Building Permit Review Period Ending June 30th, 2020

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2020-08 being the Building Permit Review for the period ending June 30th, 2020.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2020-07 Building Permit Review Period Ending May 31st, 2020
2. CBO 2019-13 Building Permit Review Period Ending June 30th, 2019

BACKGROUND

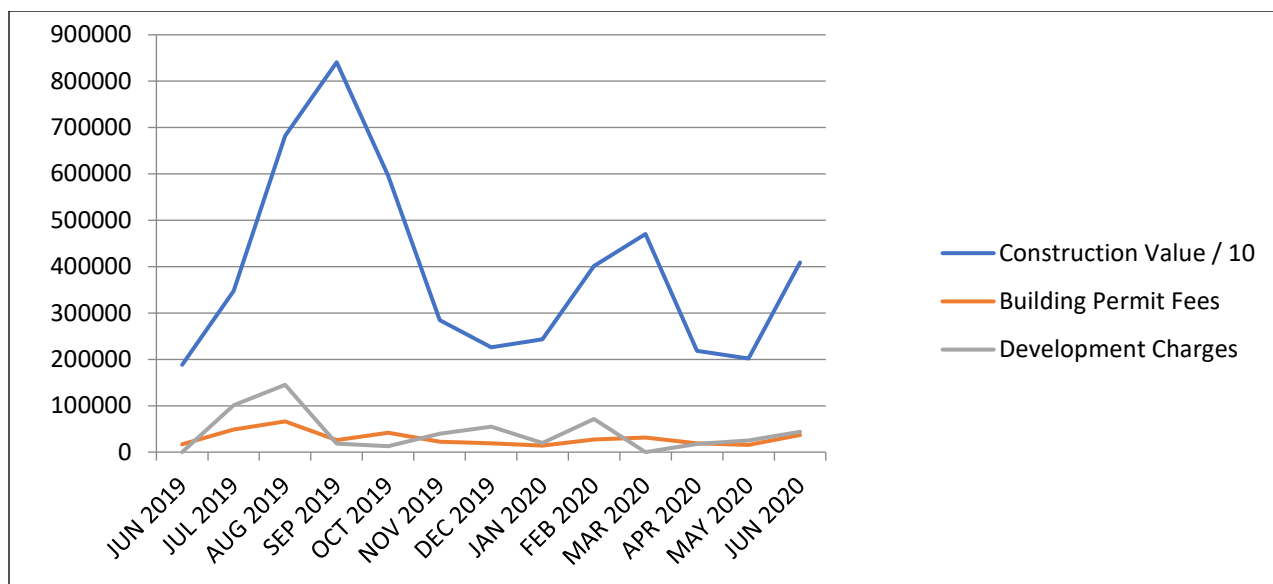
PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
---------------------	----------------	--------------------	-------------	---------------------

Single Family Dwelling	2	740,000.00	6,000.00	3,838.73
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	6	179,200.00	2,149.62	15,937.00
Garages / Sheds	2	64,500.00	1,865.60	0.00
Pool Enclosures / Decks	8	98,000.00	1,298.40	0.00

Commercial	2	45,000.00	1,379.90	9,277.75
Assembly	1	150,000.00	1,859.68	0.00
Industrial	3	880,000.00	5,840.82	14,499.52
Institutional	1	250,000.00	3,510.00	0.00
Agricultural	4	1,655,000.00	12,494.33	0.00
Sewage System	1	25,000.00	520.00	0.00
Demolition	0	0.00	0.00	0.00

Total June 2020	30	4,086,700.00	36,918.35	43,553.00
Total Year to Date	105	15,369,400.00	106,282.38	133,141.10

12 Month Average	22	4,101,416.67	30,650.09	45,645.04
------------------	----	--------------	-----------	-----------



10 Year Monthly Average	30	2,707,155.00	28,624.26	41,057.32
10 Year, Year to Date Average	115	15,843,366.50	136,823.58	238,413.88

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Partnerships

☐ Municipal Infrastructure

☒ Alignment and Integration

Prepared By: Darren Jones, Chief Building Official

Recommended By: Michael Givens, Chief Administrative Officer



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 27th, 2020

From: Dale Small
Economic Development Officer

Subject: EDO 2020-016 Arthur BIA Memorandum of Understanding (MOU)

RECOMMENDATION

THAT Council of the Corporation of Township of Wellington North receive Report EDO 2020-016 being a report on establishing a Memorandum of Understanding (MOU) with the Arthur Business Improvement Association

AND FURTHER THAT Council authorize the Mayor and CAO to sign the MOU with the Arthur Business Improvement Association (BIA) to provide a \$10,000 loan to the Arthur BIA at zero percent interest, to be repaid in two equal instalments of \$5,000.00 each, on February 1st, 2021 and February 1st, 2022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

EDO 2019-031 Arthur Business Improvement Area dated December 16th, 2019
EDO 2020-004 Arthur Business Improvement Area dated February 24th, 2020
Resolution 2020-206 dated July 13th, 2020 regarding a \$10,000 loan to the Arthur BIA

BACKGROUND

At the July 13th, 2020 meeting of Wellington North council, Keith Harris, Chair of the Arthur Business Improvement Association, provided council with an update on the recently established BIA. Due to COVID 19 the Arthur BIA Board of Directors had decided they did not want to establish a BIA tax levy in 2020 however they do have a number of projects underway in-partnership with the Township that will require some funding later this year. In order to be able to support these projects, and to get their Bank Account opened, the BIA requested a \$10,000 loan from the Township to be paid back from future years BIA Tax Levies.

As a result of this discussion council approved the following resolution:

RESOLUTION: 2020-206

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North support the Arthur Business Improvement Association request for a \$10,000 loan for projects in downtown Arthur.

AND FURTHER THAT staff be directed to work with the Arthur Business Improvement Association on an agreement and bring a report to the July 27, 2020 Council meeting.

CARRIED

As presented by the Chair the main projects that the BIA is currently supporting are as follows:

- Streetscape enhancements associated with the Arthur Connecting Link project
- Downtown enhancements associated with the Rural Economic Development (RED) grant received by the Township of Wellington North. These enhancements include:
 - Christmas Decorations for downtown Arthur to be in place Fall of 2020
 - Outdoor Gym for Downtown Arthur to be in place for 2021

In total the Christmas Decorations project will cost \$18,442.00 with funding as follows:

- \$5,532.60 (30% from the Red Grant)
- \$5,532.60 (30% from the Arthur BIA and this funding will come out of the \$10,000 loan)
- \$7,376.80 (40% from the Township Economic Development Office)

By granting the loan to the BIA they will be able to support the Christmas decorations project in 2020 and the remaining funding will be used to setup their Bank Account and provide them with some funds for communication, marketing, establishing an on-line presence, etc.

A copy of the MOU is provided as attachment one. Main features include a two-year payback from future BIA Tax levies as well as a zero percent interest charge which is similar to small loans granted by council under the Community Improvement Program.

FINANCIAL CONSIDERATIONS

Our expectation is that once the streetscape enhancements are finalized as part of the Connecting Link project the Arthur BIA will need to come back to council to request additional loan funding. This would be a similar process to what council followed in 2010 with the Mount Forest BIA as part of the Mount Forest Downtown “Big Dig.” This loan request will be treated separately and will be subject to another MOU to be presented to council later this year.

ATTACHMENTS

Attachment A: Township of Wellington North and Arthur Business Improvement Association Memorandum of Understanding re \$10,000 loan.

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

XX Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☐ Municipal Infrastructure

XX Partnerships

XX Alignment and Integration

Prepared By: Dale Small, Economic Development Officer *Dale Small*

Recommended By: Michael Givens, Chief Administrative Officer *Michael Givens*



MEMORANDUM OF UNDERSTANDING BETWEEN Arthur Business Improvement Association and the Township of Wellington North

THIS AGREEMENT, made and entered into this 27th day of July 2020 by and between the **Township of Wellington North** (hereinafter referred to as WN), party of the first part and the **Arthur Business Improvement Association**, (hereinafter referred to as the "Arthur BIA") party of the second part shall be for a period of two years,

WHEREAS WN is a contributor to the Arthur BIA; and

WHEREAS WN has a fiduciary responsibility to its citizens to ensure prudent expenditure of funds; and

WHEREAS WN desires to enter into a M.O.U. with Arthur BIA to assist in business assistance and to support the Arthur BIA in delivering on their goal to be a sustainable & relevant organization that delivers excellent value for its members"; and

WHEREAS the Arthur BIA and WN have agreed to partner and work together for the betterment and for the purposes of promoting business interests for the Arthur BIA Area.

NOW THEREFORE, it is hereby agreed that the Township of Wellington North will provide the Arthur BIA with a \$10,000 loan, subject to the following terms:

- \$5,532.60 of this funding will be utilized to support the Downtown Arthur Christmas Decoration project
- \$4,467.40 will be utilized by the Arthur BIA to assist with other start-up requirements
- Interest will be charged at a rate of zero percent
- The loan will be repaid from future BIA tax levies.
- Payments can be made at anytime but at a minimum in two equal instalments on Feb. 1st, 2021 and Feb. 1st, 2022.

WN may allocate additional funds towards specified programs offered by the Arthur BIA and these requests should be directed to either the council representative or the Economic Development Officer. Any additional funds that are allocated will be subject to a new MOU with its own terms and conditions.

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Chair; Arthur BIA	<u>Keith Harris</u> Name	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Treasurer; Arthur BIA	<u>Tom Gorecki</u> Name	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Chief Administrative Officer, WN	<u>Mike Givens</u> Name	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Mayor, WN	<u>Andy Lennox</u> Name	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 27th, 2020

From: Dale Small,
Economic Development Officer

Subject: EDO 2020-017 Community Improvement Program

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive the Economic Development Officer Community Improvement Program report EDO 2020-017

AND FURTHER THAT Council approve grants as follows:

- \$1,714 Façade Improvement Grant for improvements at 277 Main Street South in Mount Forest, home of Stumbled Upon
- \$2,500 Public Art Grant to assist with a Mural at 156 George Street in Arthur, home of Arthur Foodland.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

The Wellington North Community Improvement Plan (CIP) enables the Municipality to provide grants to individuals, businesses and organizations who are making improvements to their buildings all in an effort to support revitalization and redevelopment activities in our community.

Since 2012, 112 applications have been received for funding with half of these applications coming within the last two years. The total dollar value of improvements made in our Community is conservatively estimated at \$2.1 million and of this amount 83% has been covered by the applicants with the remaining 17% covered by grants or loans under the Community Improvement or Downtown Revitalization Programs.

This report contains two new applications for approval. All applicants are eligible as per our Community Improvement Guidelines and all have been reviewed and are recommended for approval. Grant funding only gets advanced to the applicant once the proposed improvements are completed and a copy of the final invoice provided to the EDO.

A brief overview of the two applications follow:

1. An application was received from Amanda Boylan owner of **Stumbled Upon** to assist with improvements being made for the building she is located in at 277 Main Street South in Mount Forest. All improvements are eligible for funding under our CIP and a recap follows:

- Scrape, prime and paint metal awning
- Run electrical and install six new gooseneck lighting fixtures
- Costs include installation and all supplies as well as rental of boom lift

Total costs of the improvements is estimated at \$3,428 plus HST.

2. An application was received from Tom Gorecki franchisee of **Arthur Foodland** at 165 George Street in Arthur. The purpose of the application reads *"to assist with the creation of a mural on the most visible side of the store to brighten up the way the building looks. Keeping with the theme of the revitalization of the town it would really boost the curb appeal of the building. What we are looking to do is a food themed mural that shows off the fresh produce and local products as well as incorporate the spirit of the town."*

The cost of the mural is estimated at \$5,000 and all the work will be completed by Eileen MacArthur from the Arthur School of Art who was also the creator and artist who completed the Paint the Town Rainbow project in Arthur earlier this year. Under our Public Art Grant program this project is eligible for a \$2,500 grant.

A copy of the before and after follows:



FINANCIAL CONSIDERATIONS

At the July 13th, 2020 meeting of Wellington North council an additional \$25,000 in funding was approved by council to support applications under the Community Improvement Program. This brought the total funding available in 2020 to **\$75,000**.

Including these two applications council will have approved 27 applications for funding, and we are currently assisting upwards to four more businesses who will soon be submitting applications. These 27 applications have resulted in **\$66,818** in funding being approved to date and of this amount:

- \$ 5,000 will be advanced as loans under the Community Improvement Program
- \$10,000 in funding will most likely not be advanced until 2021
- \$51,818 in funding will be advanced in 2020

ATTACHMENTS

None

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☐ Modernization and Efficiency

☒ Partnerships

☐ Municipal Infrastructure

☒ Alignment and Integration

Prepared By:	Dale Small, Economic Development Officer	<i>Dale Small</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

7/21/20

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
76061	Aboud & Associates Inc.	7/09/20	\$2,712.00
76062	A J Stone Company Ltd.	7/09/20	\$1,197.57
76063	B & L Farm Service Ltd.	7/09/20	\$11,435.60
76064	Bell Canada	7/09/20	\$762.81
76065	Bell Canada	7/09/20	\$16.17
76066		7/09/20	\$1,900.00
76067	Broadline Equipment Rental Ltd	7/09/20	\$2,724.15
76068	Canadian Tire #066	7/09/20	\$197.67
76069	Chalmers Fuels Inc	7/09/20	\$750.91
76070	Children's Foundation of Guelph	7/09/20	\$290.00
76071	Corporate Express Canada Inc.	7/09/20	\$14,015.97
76072	Cotton's Auto Care Centre	7/09/20	\$502.85
76073	Duncan, Linton LLP, Lawyers	7/09/20	\$5,430.29
76074	Dynamic Millwrights Inc	7/09/20	\$1,309.81
76075	Everything Asphalt	7/09/20	\$11,826.14
76076	Leverne Ferguson	7/09/20	\$22,229.31
76077		7/09/20	\$15.96
76078		7/09/20	\$44.64
76079	Hydro One Networks Inc.	7/09/20	\$3,324.72
76080	Jim's Auto Service	7/09/20	\$282.72
76081	Kronos Canadian Systems Inc.	7/09/20	\$1,130.01
76082		7/09/20	\$200.00
76083	Manulife Financial	7/09/20	\$27,966.90
76084	Martin Roofing	7/09/20	\$1,406.85
76085	Midwestern Line-Striping Inc.	7/09/20	\$20,683.24
76086	MOLOK NORTH AMERICA LTD	7/09/20	\$290.71
76087	Premier Equipment Ltd.	7/09/20	\$14.56
76088	Royal Bank Visa	7/09/20	\$865.13
76089		7/09/20	\$520.00
76090	Suncor Energy Inc.	7/09/20	\$4,891.92
76091	Turris Sites Development Corp.	7/09/20	\$66.09
76092	Enbridge Gas Inc.	7/09/20	\$1,858.73
76093	Waste Management	7/09/20	\$10.17
76094	Wellington Advertiser	7/09/20	\$1,045.25
76095	Wellington Catholic Dist Sch B	7/09/20	\$2,472.00
76096	Wightman Telecom Ltd.	7/09/20	\$135.41
76097	Young's Home Hardware Bldg Cen	7/09/20	\$571.83
76098		7/15/20	\$1,847.50
76099	Bell Mobility	7/15/20	\$1,790.61
76100	Duncan, Linton LLP, Lawyers	7/15/20	\$2,536.35

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
76101		7/15/20	\$1,847.50
76102	Human Response Monitoring Cent	7/15/20	\$542.40
76103	Hydro One Networks Inc.	7/15/20	\$56.68
76104		7/15/20	\$19.38
76105	Lavis Contracting Co. Ltd.	7/15/20	\$70,955.55
76106		7/15/20	\$500.00
76107		7/15/20	\$900.00
76108	MOLOK NORTH AMERICA LTD	7/15/20	\$689.23
76109		7/15/20	\$6,459.64
76110		7/15/20	\$45.41
76111	Royal Bank Visa	7/15/20	\$2,602.88
76112	Telizon Inc.	7/15/20	\$777.61
76113	The Imagination Space	7/15/20	\$876.89
76114	The Information Professionals	7/15/20	\$395.50
76115	Trevor Roberts Auto Repair	7/15/20	\$383.41
76116	Waste Management	7/15/20	\$1,074.63
76117	Wellington Advertiser	7/15/20	\$248.60
76118		7/15/20	\$133.04
76119	Wightman Telecom Ltd.	7/15/20	\$500.06
76120	Young's Home Hardware Bldg Cen	7/15/20	\$399.23
EFT0000712	Agrisan SC Pharma	7/09/20	\$4,596.81
EFT0000713	Arthur Home Hardware Building	7/09/20	\$365.90
EFT0000714	B & I Complete Truck Centre	7/09/20	\$1,257.83
EFT0000715	Blackline Consulting	7/09/20	\$14,975.41
EFT0000716	B M Ross and Associates	7/09/20	\$6,719.22
EFT0000717	CARQUEST Arthur Inc.	7/09/20	\$313.13
EFT0000718	Carson Supply	7/09/20	\$2,638.43
EFT0000719	Cedar Signs	7/09/20	\$569.77
EFT0000720	CIMA Canada Inc.	7/09/20	\$74,063.00
EFT0000721	Coburn Insurance Brokers Ltd.	7/09/20	\$374.00
EFT0000722	County of Wellington	7/09/20	\$43,465.48
EFT0000723	Da-Lee Dust Control	7/09/20	\$8,812.14
EFT0000724	Darroch Plumbing Ltd.	7/09/20	\$361.60
EFT0000725	DeBoer's Farm Equipment Ltd.	7/09/20	\$440.53
EFT0000726	Eric Cox Sanitation	7/09/20	\$1,643.03
EFT0000727	Excel Business Systems	7/09/20	\$132.50
EFT0000728	FOSTER SERVICES/822498 ONT INC	7/09/20	\$1,461.09
EFT0000729	FOXTON FUELS LIMITED	7/09/20	\$570.42
EFT0000730	Frey Communications	7/09/20	\$793.20
EFT0000731	Hach Sales & Service Canada Lt	7/09/20	\$164.03
EFT0000732	Hartman Electronics & Comm	7/09/20	\$152.55
EFT0000733	Ideal Supply Inc.	7/09/20	\$57.66
EFT0000734	J J McLellan & Son	7/09/20	\$37.54
EFT0000735	JOB-INC Electric	7/09/20	\$197.75
EFT0000736		7/09/20	\$314.76
EFT0000737	KORE Mechanical Inc.	7/09/20	\$7,626.66

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0000738	K Smart Associates Limited	7/09/20	\$4,746.00
EFT0000739	Maple Lane Farm Service Inc.	7/09/20	\$56.50
EFT0000740	Marcc Apparel Company	7/09/20	\$4,243.15
EFT0000741	Martin Drainage	7/09/20	\$349.49
EFT0000742	Martins TLC	7/09/20	\$6,587.90
EFT0000743	Norman M. McLellan	7/09/20	\$267.86
EFT0000744	Moorefield Excavating Limited	7/09/20	\$76,373.49
EFT0000745	North Wellington Co-op Service	7/09/20	\$153.80
EFT0000746	Ontario One Call	7/09/20	\$133.59
EFT0000747	Ont Clean Water Agency	7/09/20	\$39,475.69
EFT0000748	PETRO-CANADA	7/09/20	\$3,036.42
EFT0000749	Print One	7/09/20	\$480.25
EFT0000750	Purolator Inc.	7/09/20	\$32.91
EFT0000751	ROBERTS FARM EQUIPMENT	7/09/20	\$296.42
EFT0000752	Sanigear	7/09/20	\$1,193.16
EFT0000753	Stephen Hale	7/09/20	\$1,429.45
EFT0000754	STRONGCO LIMITED PARTNERSHIP	7/09/20	\$132.42
EFT0000755	T&T Power Group	7/09/20	\$6,377.44
EFT0000756	Teviotdale Truck Service & Rep	7/09/20	\$517.08
EFT0000757	Town of Minto	7/09/20	\$681.84
EFT0000758	Triton Engineering Services	7/09/20	\$17,333.71
EFT0000759	Upper Grand Dist School Board	7/09/20	\$8,068.00
EFT0000760		7/09/20	\$107.45
EFT0000761	Wellington North Power	7/09/20	\$325.44
EFT0000762	Arthur Home Hardware Building	7/15/20	\$279.06
EFT0000763	B M Ross and Associates	7/15/20	\$33,477.71
EFT0000764	CARQUEST Arthur Inc.	7/15/20	\$166.81
EFT0000765	CMT Engineering Inc.	7/15/20	\$6,140.43
EFT0000766	Coffey Plumbing, Div. of KTS P	7/15/20	\$214.70
EFT0000767	Decker's Tire Service	7/15/20	\$158.20
EFT0000768	Eric Cox Sanitation	7/15/20	\$794.39
EFT0000769	Fire Marshal's Public Fire Saf	7/15/20	\$433.92
EFT0000770	Frey Communications	7/15/20	\$319.53
EFT0000771	Grand River Conservation Auth	7/15/20	\$17,147.33
EFT0000772	Huronina Welding	7/15/20	\$94.00
EFT0000773	Marcc Apparel Company	7/15/20	\$269.84
EFT0000774	Moorefield Excavating Limited	7/15/20	\$4,901.74
EFT0000775	North Wellington Co-op Service	7/15/20	\$920.06
EFT0000776	Officer's Auto Care Inc.	7/15/20	\$1,215.48
EFT0000777	OSIM Inc.	7/15/20	\$265.55
EFT0000778	PACKET WORKS	7/15/20	\$169.50
EFT0000779	Print One	7/15/20	\$2,147.00
EFT0000780	Rural Routes Pest Control Inc.	7/15/20	\$84.75
EFT0000781	Saugeen Community Radio Inc.	7/15/20	\$1,080.28
EFT0000782	Technical Standards & Safety A	7/15/20	\$110.00
EFT0000783	Teviotdale Truck Service & Rep	7/15/20	\$614.93

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0000784	Wellington Construction Contra	7/15/20	\$656,940.42
EFT0000785	Wellington North Power	7/15/20	\$566.15
EFT0000786	Yake Electric Ltd	7/15/20	\$3,759.06
Total Amount of			\$1,317,454.93

	2020 Actuals YTD	2020 Budget June 30	Actual vs Budget YTD (over)/under	Variance %	2019 Actuals YTD	2020 vs 2019 YTD Variance
REVENUE						
Net Taxation (50%)	(3,928,234)	(4,052,107)	123,873	-3.1%	(3,776,399)	(151,835) [2]
Fees and Service Charges	(2,716,863)	(2,886,294)	169,431	-5.9%	(2,692,832)	(24,032) [3]
Grants and Subsidies	(751,093)	(734,650)	(16,443)	2.2%	(752,533)	1,441
Trsf from Reserves & Res Funds	(622,050)	(622,050)	-	0.0%	(550,288)	(71,762)
Other Income						
Penalties and Interest on Taxation	(68,424)	(87,500)	19,076	-21.8%	(76,178)	7,754 [4]
Miscellaneous	(41,349)	(60,300)	18,951	-31.4%	(86,813)	45,464 [5]
Investment Income	(117,846)	(134,500)	16,654	-12.4%	(168,464)	50,618 [6]
Rents, Concessions and Franchises	(266,568)	(367,295)	100,727	-27.4%	(390,237)	123,669 [7]
Donations	(600)	(2,800)	2,200	-78.6%	(4,338)	3,738
	<u>(8,513,027)</u>	<u>(8,947,495)</u>	<u>434,469</u>	<u>-4.9%</u>	<u>(8,498,082)</u>	<u>(14,945)</u>
EXPENSES						
Council	120,463	131,045	10,582	8.1%	57,405	(63,058) [8]
Administration	383,449	484,666	101,218	20.9%	593,689	210,240 [9]
Property	71,902	73,718	1,816	2.5%	59,819	(12,084)
Fire Services	378,416	425,601	47,185	11.1%	416,180	37,764 [10]
Policing & Crossing Guard Services	20,396	26,516	6,120	23.1%	25,512	5,116
Conservation Authority	92,991	80,727	(12,264)	-15.2%	136,893	43,902 [11]
Protective Inspections & Control	181,875	165,028	(16,847)	-10.2%	157,840	(24,035) [12]
Animal Control	12,767	18,675	5,908	31.6%	11,576	(1,191)
Property Standards	18,251	31,861	13,610	42.7%	6,954	(11,297) [13]
Roadways	1,668,355	1,653,187	(15,168)	-0.9%	1,385,835	(282,520) [14]
Street Lighting	49,154	69,465	20,311	29.2%	79,781	30,627 [15]
Cemetery	51,993	67,388	15,395	22.8%	14,803	(37,190) [16]
Recreation	720,306	987,058	266,752	27.0%	707,167	(13,139) [17]
Planning	69,151	191,368	122,217	63.9%	22,489	(46,662) [18]
Economic Development	187,430	141,040	(46,390)	-32.9%	122,509	(64,921) [19]
WNP Holding	1,615	26,550	24,935		-	(1,615) [20]
Municipal Drains	38,920	31,258	(7,663)	-24.5%	69,956	31,036 [21]
Rural Water	2,861	3,949	1,088	27.6%	2,916	55
Sanitary Sewers	1,400,162	1,266,697	(133,465)	-10.5%	710,990	(689,172) [22]
Water Works	666,609	695,736	29,127	4.2%	438,489	(228,120) [23]
Transfers to Reserves/Res Funds	535,440	535,440	-	0.0%	583,247	47,807
Transfers to capital fund	<u>1,840,524</u>	<u>1,840,524</u>	<u>-</u>	<u>0.0%</u>	<u>1,841,829</u>	<u>1,305</u>
	<u>8,513,027</u>	<u>8,947,494</u>	<u>434,467</u>	<u>4.9%</u>	<u>7,445,877</u>	<u>(1,067,151)</u>
(SURPLUS)/DEFICIT	<u>1</u>	<u>(1)</u>				

Township of Wellington North

General Fund Financial Summary

Budget vs Year to Date – Ending June 30, 2020

1. The financial statement for the Township of Wellington North's operating activities were prepared on a cash basis. The only significant adjustments made to financial summary were to: accrue revenue for water and sewer user fees to correspond with expenses incurred, taxation PIL revenues (normalized for 1/2 of budget), audit fees (1/2 of budget), 2019 Rec Debenture bullet payment actual removed to present like analysis for 2020, Fire charges to other Municipalities (1/2 of budget), Arthur Medical centre revenues (1/2 of budget), interfunctional transfers (1/2 of budget), and insurance actual have been normalized for half-year activity. Additionally, transfers to reserves, reserve funds and capital have been normalized for half-year activity only.

REVENUES

2. Net Taxation: Stated YTD Actuals include interim billing only and ½ of PIL budgeted revenues – it is anticipated that these will come in-line with budget expectations as the year progresses and final billings have been conducted.
3. Fees and Service Charges: User fees and service charges include manual accrual adjustment for Sewer and Water revenue in both 2019 and 2020, due to significance of amount. To date, planning fees are trailing budget by ~\$64K, recreation fees and program revenues are trailing budget by ~\$48K, building & demo permit fees are trailing budget by ~\$50K.
4. Penalties and Interest on Taxation: Revenue on past due accounts are down in 2020 (and trailing budget) due to reduction in outstanding receivables early in the year, and Council decision to defer penalty and interest on the April 24th instalment until Jun 30th to give reprieve to property owners struggling during the early stages of the COVID-19 global pandemic.
5. Miscellaneous: revenues are currently trailing budget and prior year – as much of this revenue is seasonal, it is anticipated these will become more in-line with budget expectations as the year progresses.
6. Investment Income - revenues are currently trailing budget and prior year. Current and PY trailing due to timing of receipt of WNP interest income (in year), and market conditions born by the COVID-19 global pandemic.
7. Rents, Concessions & Franchises: In-year and year-over-year variances driven by sharp decline in revenues associated with inability to host events, and cancellation of many organized sporting events and league play – these are directly attributable to the COVID-19 global pandemic. Impacts/duration of COVID-19, while unknown at this time, are anticipated to continue to have a negative impact on this business segment.

EXPENSES

8. Council: Actual approximating budget and are up significantly year over year. Year over year variance being driven by transfers to reserves not previously conducted and have been implemented to adhere to the reserve and reserve fund policy approved in 2019.
9. Administration: Actuals are currently under budget and prior year; however, expectation is that they will fall in line with budget as year progresses. Current year variance largely attributable to lower than anticipated consulting, training, and minor equipment costs which have been marginally offset by unanticipated costs associated with the

COVID-19 global pandemic (~\$25K), and year-over-year changes largely attributable to interfunctional transfer changes implemented in 2020.

10. Fire Services: Mount Forest and Arthur fire halls are slightly behind YTD targets (dispatch / timing of standby wages), and down year-over-year in minor equipment, salary, and consulting expenses.
11. Conservation Authority: In-year, and year over year variances driven by timing of instalments to conservation authorities – it is expected that expenses will be in line expectations on a full year basis as time progresses.
12. Protective Inspections & Control: YTD and year-over-year variances largely driven by Salary, Wage, and benefit costs.
13. Property Standards: In year expenses below budget, but higher than prior year. In-year variance largely attributable to less than anticipated wage related and legal expenses. Year-over-year variance largely driven by interfunctional transfer changes implemented in 2020.
14. Roads: Current year approximating budget expectations. Year over year variance due to staffing, debt servicing, and material and supplies associated with gravel and dust suppression (timing).
15. Street Lighting: Current, and prior year currently showing favourable variances – Current year variance is driven by less than anticipated maintenance and hydro costs. Year-over-year variance is largely attributable reduced hydro costs being realized because of the LED conversion completed in 2019.
16. Cemetery: Favourable in year variance is associated with timing of wage and property maintenance expenses and is expected to come in line with expectations as the year progresses. Year-over-year variance is largely attributable to a change in interfunctional transfers implemented in 2020.
17. Recreation: Current year expenditures are trailing budget but are up slightly over prior year. Current year expenditure variance driven by less than anticipated wage, benefit, and maintenance and hydro costs (cyclicality, and COVID-19) and less than anticipated consulting costs. Year-over-year variance is driven by decline in wage and benefit costs offset by increased interfunctional transfers implemented in 2020, and insurance costs.
18. Planning: Actuals trailing budget but up year-over-year – In year variance being driven by a slow start to consulting costs (County), and prior year variance also driven by consulting costs, and the in-year change to interfunctional transfers.
19. Economic Development: Current year expenses are currently over budget and prior year however this variance is offset by an overage in Revenues of a similar amount. Current year variance largely attributable to expenses paid in the first half of the year for downtown revitalization (and is offset by transfer from Reserve funds), business retention and expansion, and community improvement grant initiatives. Year-over-year variance driven by increased downtown revitalization, business retention and expansion, interfunctional transfers, and community improvement grant activity when compared to a year ago over a similar timeframe. Year-end projection is to be on budget.
20. WNP Holding: Current year actuals trailing budget, but up year-over-year. Efforts to expand the suite of services offered by WNP via acquisition have been unsuccessful to date. It is not envisaged that there will be significant activity in this segment for the remainder of the year.

21. Municipal Drains: Current year variance to budget is driven by timing of expense realization for municipal drain contributions but is expected to come in line with full-year budget expectations as the year progresses. Year-over-year variance is driven by reduction in amount of works that have a Municipal benefit.
22. Sanitary Sewers: Timing of Debt servicing costs currently driving both in-year, and year-over-year variances. Additionally, Inflow and Infiltration and Arthur disposal maintenance expenses are up year over year for the first half of 2020.
23. Water Works: Overall, expenditures are trailing budget; however, are up sharply year-over-year. Year-over-year variance is predominately driven by wages and benefits (addition of operator), consulting, maintenance, supplies, and debt servicing costs; whereas, in-year budget to actual variance is driven by source water protection, and supplies and maintenance costs trailing budget due to seasonal constraints but are expected to come in-line with budget as the year progresses.

**Township of Wellington North
2020 Reserves and Reserve Funds**

038

30-Jun-20

Reserves	Balance				Subtotal	Interfund Loans	Unbooked Additions	Unbooked Commitments	Balance
	31-Dec-19	Interest	Additions	Reductions					30-Jun-20
<u>Taxation Reserves</u>									
Tax Rate Stabilization Reserve	1,574,824	-	-	(232,995)	1,341,829	-	-	(5,440)	1,336,389
Municipal Election Reserve	40,000	-	20,000	-	60,000	-	-	-	60,000
Facilities Maintenance Reserve	313,926	-	48,000	-	361,926	-	-	-	361,926
Council Community & Contingency Reserve	22,640	-	5,000	-	27,640	-	-	(25,000)	2,640
	1,951,390	-	73,000	(232,995)	1,791,395	-	-	(30,440)	1,760,955
<u>Taxation Reserve Funds</u>									
Wellington North Power Debt Repayment	518,423	-	40,275	-	558,698	-	-	-	558,698
Wellington North Fire Res. Fund	589,173	-	153,000	(99,200)	642,973	-	-	-	642,973
Building Permit Reserve Fund	289,767	-	27,944	-	317,711	-	-	-	317,711
Capital Infrastructure Reinvestment Reserve Fund	907,452	-	136,282	(406,760)	636,974	-	-	-	636,974
Streetlight Reserve Fund	63,299	-	5,000	-	68,299	-	-	-	68,299
Cemetery Perpetual Care Res. Fund	51,456	-	5,000	-	56,456	-	-	-	56,456
Industrial Commercial Property Res. Fund	1,863,106	-	-	(25,325)	1,837,781	-	-	-	1,837,781
Capital Equipment Reserve Fund	994,078	-	156,800	(450,000)	700,878	-	-	(15,206)	685,671
	5,276,754	-	524,301	(981,285)	4,819,770	-	-	(15,206)	4,804,563
<u>Total Taxation Reserves & Reserve Funds</u>	7,228,144	-	597,301	(1,214,280)	6,611,165	-	-	(45,646)	6,565,519
<u>User Fee Reserve Funds</u>									
SS - Reserve Fund	1,092,387	-	396,028	(487,022)	1,001,393	-	-	-	1,001,393
Waterworks Reserve Fund	5,218,369	-	236,426	(139,699)	5,315,096	-	-	-	5,315,096
	6,310,756	-	632,454	(626,721)	6,316,489	-	-	-	6,316,489
<u>Total User Fee Reserves & Reserve Funds</u>	6,310,756	-	632,454	(626,721)	6,316,489	-	-	-	6,316,489
<u>Development Charges</u>									
Wellington North Sewer D.C.s	290,012	-	-	(383,944)	(93,932)	-	-	-	(93,932)
Wellington North Water D.C.s	118,966	-	-	-	118,966	-	-	-	118,966
Wellington North Roads D.C.s	435,197	-	-	-	435,197	-	-	-	435,197
Wellington North Fire D.C.s	175,177	-	-	-	175,177	-	-	-	175,177
Wellington North Outdoor Rec D.C.s	63,157	-	-	(50,000)	13,157	-	-	-	13,157
Wellington North Indoor Rec D.C.s	58,193	-	-	-	58,193	-	-	-	58,193
Wellington North Admin D.C.s	20,798	-	-	-	20,798	-	-	(20,000)	798
<u>Total DC Reserve Funds</u>	1,161,500	-	-	(433,944)	727,556	-	-	(20,000)	707,556
<u>Other Obligatory Reserve Funds</u>									
Parkland: Cash in Lieu	201,351	-	-	-	201,351	-	-	-	201,351
Federal Gas Tax Funding	423,723	-	361,426	(566,000)	219,149	-	-	-	219,149
Ontario - Main St. Revitalization	25,688	-	-	(25,688)	0	-	-	-	(0)
	650,762	-	361,426	(591,688)	420,500	-	-	-	420,500
<u>Total Reserves & Reserve Funds</u>	15,351,162	-	1,591,181	(2,866,633)	14,075,710	-	-	(65,646)	14,010,063



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council
Meeting of July 27, 2020

From: Adam McNabb, Director of Finance

Subject: Report TR2020-11 Being a report on the proposed 2021 Budget Schedule

RECOMMENDATION

THAT Report TR2020-11 being a report on the proposed 2021 budget schedule be received for information;

FURTHER THAT council endorse the schedule proposed by staff.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

The purpose of this report is to define the proposed schedule for the completion of the 2021 annual budget (operating and capital). Appreciating that the current operating environment introduces certain challenges from a collaboration standpoint, it is the view of the author that providing clarity around cadence, timing, and expectations to deliver a comprehensive, and well thought-out municipal budget for council consideration will alleviate uncertainty, and allow for appropriate scheduling for both council and staff.

FINANCIAL CONSIDERATIONS

The annual Township Budget details the operational and capital expenditures of the organization for the year and is integral in setting the levy to be imposed upon businesses and residents of the Township to facilitate service delivery.

ATTACHMENTS

Proposed 2021 budget schedule.

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes ☐ No ☐ N/A

Which priority does this report support?

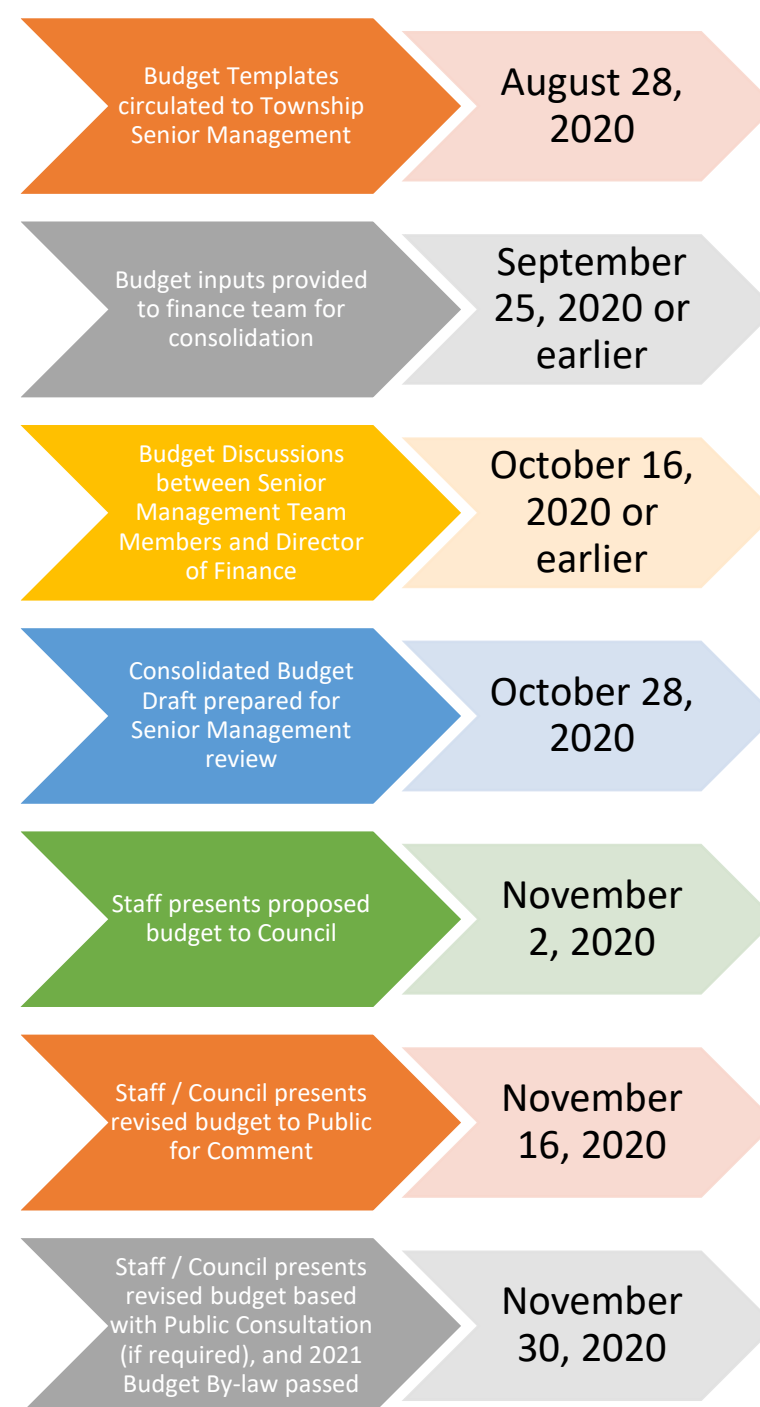
- ☒ Modernization and Efficiency
- ☒ Partnerships
- ☒ Municipal Infrastructure
- ☒ Alignment and Integration

Prepared By:	Adam McNabb, Director of Finance	<i>Adam McNabb</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

2021 Proposed Budget Schedule



2021 Draft Budget Process for the Township of Wellington North





WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 27, 2020

From: Karren Wallace, Director of Legislative Services/Clerk

Subject: CLK 2020-014/ TR 2020-012 Bill 197, The COVID-19 Economic Recovery Act

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2020-014/ TR 2020-012 being a report on Bill 197, The COVID-19 Economic Recovery Act.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

On July 8, 2020, Bill 197, The COVID-19 Economic Recovery Act received first reading in the Ontario Legislature affecting the following Acts.

Building Code Act, 1992	Metrolinx Act, 2006
Burden Reduction Reporting Act, 2014	Ministry of Infrastructure Act, 2011
Cap and Trade Cancellation Act, 2018	Ministry of Municipal Affairs and Housing Act
Capital Investment Plan Act, 1993	More Homes, More Choice Act, 2019
City of Toronto Act, 2006	Municipal Act
Clean Water Act, 2006	Occupational Health and Safety Act
Development Charges Act, 1997	Ontario Educational Communications Authority Act
Drainage Act	Ontario French-language Educational
Education Act	Communications Authority Act, 2008
Electricity Act, 1998	Payday Loans Act, 2008
Endangered Species Act, 2007	Places to Grow Act, 2005
Environmental Assessment Act	Plan to Build Ontario Together Act, 2019
Environmental Bill of Rights, 1993	Planning Act
Environmental Protection Act	Provincial Offences Act
Far North Act, 2010	Public Lands Act
Farm Registration and Farm Organizations Funding Act, 1993	Public Transportation and Highway Improvement Act
Great Lakes Protection Act, 2015	Reducing Regulatory Costs for Business Act, 2017
Highway 407 Act, 1998	Resource Recovery and Circular Economy Act, 2016
Housing Services Act, 2011	Restoring Ontario's Competitiveness Act, 2019
Justices of the Peace Act	Safe Drinking Water Act, 2002
Kawartha Highlands Signature Site Park Act, 2003	Stronger, Fairer Ontario Act (Budget Measures), 2017
Lake Simcoe Protection Act, 2008	
Marriage Act	

This report speaks to the Municipal Act, Drainage Act, Marriage Act, Development Charges Act, Planning Act, the More Homes, More Choices Act 2019, and the impacts on Wellington North.

Drainage Act

- Schedule 4 provides new and additional discretion for the Minister of Agriculture, Food and Rural Affairs to make regulations related to:
 - determining who receives notices
 - streamlining approvals of “minor improvements” to drainage works
 - simplifying the process to amend engineer’s reports
 - and adopting/updating guidelines, protocols and procedures (and requiring compliance with such regulated policies).
- These proposed amendments are “enabling” and there is no detail as to the timing and content of any future regulations.

Municipal Act

Schedule 12 would provide for electronic participation in meetings and proxy voting:

- Currently, virtual meetings may only be held during a Declaration of Emergency made by either the Province or the municipality under the Emergency Management and Civil Protection Act. The proposed legislation would allow for meetings to occur virtually outside of an emergency.
- The legislation also proposes a permissive provision to allow members of council to vote by proxy if included in a municipality’s procedural by-law.

Marriage Act

Currently licenses are only valid for 3 months after the date of issuance. Schedule 9 would allow for the extension of a marriage license validity period, under certain conditions, as a result of an emergency declared under the Emergency Management and Civil Protection Act.

Development Charges Act

- Schedule 3 amends changes originally proposed by the *More Homes, More Choice Act, 2019* to the *Development Charges Act, 1997 (DCA)*, including:
 - Expansion of the list of DC-eligible services: library services, long-term care, parks and recreation (excl. the acquisition of park land), public health, childcare, housing, POA, emergency preparedness, by-law enforcement, and airports (Waterloo Region only)

- Additional guidance on the relationship between the DC and community benefits charges (CBC) regimes
- Removal of 10% statutory discount on specific services
- New transition information, including a specified date of two years after the applicable subsection of the COVID Act comes into force.
- Additional guidance on the recovery of studies
- Categories of services replaced by classes “which can be composed of any number or combination of services”
- Guidance on the transition of upper tier municipalities’ reserve funds with respect to ineligible services

Planning Act & More Homes, More Choices Act 2019

- Schedule 17 amends the *Planning Act*. The *More Homes, More Choice Act, 2019* changes to section 37 are replaced and section 42 is amended. Changes include:
 - Only single and lower tier municipalities can impose a CBC
 - A CBC may not be imposed with respect to the (re)development of a proposed building or structure of fewer than 10 residential units and with fewer than five storeys
 - Local municipalities will no longer have to choose between section 42 and the CBC regime. The alternative rate will no longer be repealed.
 - Local municipalities will, however, have to pass by-laws under section 42 following a consultation process. By-laws will be appealable to the LPAT.
 - Amendments to section 47 give the Minister enhanced order making powers relating to specified land

FINANCIAL CONSIDERATIONS

While difficult to quantify at this time, the removal of the currently imposed 10% statutory reduction on Development Charges being introduced in this bill, and the availability of inclusion of both by-law enforcement, and emergency preparedness introduce opportunity for the Township of Wellington North; however, it is appreciated that these will be offset by the cost of completing a new background study, public consultation, and by-law passage to enact the changes to the current Township by-law introduced in 2018 (059-18). As Bill 197 is given further consideration in the house, and potentially Royal assent, further consideration will be given by Township staff as to specific financial ramifications to the operations of the Township of Wellington North.

At time of writing, it is not envisaged that there will be significant financial impact on any of the changes proposed to the other acts discussed in this report.

ATTACHMENTS

The Bill can be read in its entirety at this link:

<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-197>

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Prepared By:	Karren Wallace, Director Legislative Services/Clerk Adam McNabb, Director of Finance	<i>Karren Wallace</i> <i>Adam McNabb</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

Electronic Participation in Municipal Meetings

July 2020

This document is intended to give a summary of complex matters. It does not include all details and does not take into account local facts and circumstances. This document refers to or reflects laws and practices that are subject to change. Municipalities are responsible for making local decisions that are in compliance with the law such as applicable statutes and regulations. This document applies only to those municipalities whose meeting rules are governed by the Municipal Act, 2001.

This document replaces previous guidance released in March 2020 regarding electronic participation in municipal meetings during emergencies.

This document, as well as any links or information from other sources referred to in it, should not be relied upon, including as a substitute for specialized legal or other professional advice in connection with any particular matter. The user is solely responsible for any use or application of this document.

Overview

The province has made changes to the *Municipal Act* to allow members of councils, committees and certain local boards who participate in open and closed meetings electronically to be counted for purposes of quorum (the minimum number of members needed to conduct business at a meeting).

These provisions are optional. Municipalities continue to have the flexibility to determine if they wish to use these provisions and incorporate them in their individual procedure bylaws.

Municipalities may wish to review their procedure bylaws to determine whether to allow members to participate in meetings electronically, and whether to take advantage of the new provisions based on their local needs and circumstances.

What a municipality can do

A municipality can choose to hold a special meeting to amend their procedure bylaw to allow electronic participation. During this special meeting, members participating electronically can be counted for the purposes of quorum.

Municipal councils, committees and boards can choose to amend their procedure bylaws to:

- allow the use of electronic participation at meetings
- state whether members can participate in both open meeting and closed meetings
- state whether members participating electronically count towards quorum

It is up to municipalities to determine:

- whether to use these provisions
- the method of electronic participation
- the extent to which members can participate electronically (for example, it is up to municipalities to decide whether all council members participate electronically or whether some still participate when physically present in council chambers)

Technology to use for electronic meetings

Municipalities, their boards and committees can choose the technology best suited to their local circumstances so:

- their members can participate electronically in decision-making
- meetings can be open and accessible to the public

Municipalities may want to engage with peers who have electronic participation in place to find out about best practices as they revise their procedure bylaws. Some municipalities may choose to use teleconferences while others may use video conferencing.

Open meeting requirements

If a municipality chooses to amend their procedure bylaw to allow people to participate electronically, meetings would still be required to follow existing meeting rules, including that the municipality:

- provides notice of meetings to the public
- maintains meeting minutes
- continues to hold meetings open to the public ([subject to certain exceptions](#))

The *Municipal Act* [specifies requirements for open meetings](#) to ensure that municipal business is conducted transparently, and with access for and in view of the public. There are limited circumstances under the *Municipal Act* when municipal meetings can be conducted in closed session.

Rules for local boards

Local boards subject to the meeting rules in the *Municipal Act* include:

- municipal service boards
- transportation commissions
- boards of health
- planning boards
- many other local boards and bodies

Some local boards may not be covered. For example, police services, library and school boards have different rules about their meetings, which are found in other legislation.

Municipalities are best positioned to determine whether a local entity is considered a local board. If in doubt whether a local entity is covered under these rules, municipalities can seek independent legal advice regarding the status of local entities and whether these new provisions would apply to them.

Contact

If you have questions regarding how these new provisions might impact your municipality, contact your [local Municipal Services Office](#).

- **Central Municipal Services Office**
Telephone: 416-585-6226 or 1-800-668-0230
- **Eastern Municipal Services Office**
Telephone: 613-545-2100 or 1-800-267-9438
- **Northern Municipal Services Office (Sudbury)**
Telephone: 705-564-0120 or 1-800-461-1193
- **Northern Municipal Services Office (Thunder Bay)**
Telephone: 807-475-1651 or 1-800-465-5027
- **Western Municipal Services Office**
Telephone: 519-873-4020 or 1-800-265-4736

Additional Resources

- Municipal Act, 2001: <https://www.ontario.ca/laws/statute/01m25>
- The Ontario Municipal Councillor's Guide: <https://www.ontario.ca/document/ontario-municipal-councillors-guide-2018>

Proxy Voting for Municipal Council Members

July 2020

This document is intended to give a summary of complex matters. It does not include all details and does not take into account local facts and circumstances. This document refers to or reflects laws and practices that are subject to change. Municipalities are responsible for making local decisions that are in compliance with the law such as applicable statutes and regulations. This document applies only to those municipalities whose meeting rules are governed by the Municipal Act, 2001.

This document, as well as any links or information from other sources referred to in it, should not be relied upon, including as a substitute for specialized legal or other professional advice in connection with any particular matter. The user is solely responsible for any use or application of this document.

Overview

The province is providing municipalities with the flexibility to choose to allow proxy votes for municipal council members who are absent. This power helps ensure continuing representation of constituents' interests on municipal councils when a member is unable to attend in person due to, for example, illness, a leave of absence, or the need to practice physical distancing.

Municipalities that wish to allow proxy voting must amend their procedure bylaws to allow a member of council to appoint another member of the same council to act in their place when they are absent.

Optional and Flexible

Allowing proxy voting is optional and it is up to each municipality to determine whether to allow proxies for council and under what circumstances. If a municipal council chooses to allow proxy voting, it is up to each member to decide whether they wish to appoint a member of that council as a proxy or not if they are to be absent.

Municipalities have the flexibility to determine the scope and extent of proxy appointments including, for example, any local rules or limitations, the process for appointing or revoking a proxy, and how proxyholders may participate in meetings. Municipalities may wish to consider:

- how proxies may be established and revoked;
- circumstances where proxies may or may not be used; and
- how a proxyholder may participate in a meeting including voting, speaking, or asking questions on behalf of the appointing member.

If a municipality chooses to allow proxy voting, it would be the role of the municipal clerk to establish a process for appointing and revoking proxies. Municipalities may also wish to consider addressing proxy voting in their code of conduct or other local policies to help ensure that votes are appropriately cast and that the local process is followed.

Once a proxy has been appointed, the appointing member could revoke the proxy using the process established by the municipal clerk.

Limitations

Limits to the proxy appointment process are set out in legislation. These include:

- A proxyholder cannot be appointed unless they are a member of the same council as the appointing member:
 - For upper-tiers, this means that a proxyholder has to be a member of the same upper-tier council as the appointee, regardless of lower-tier membership;

- A member cannot act as a proxyholder for more than one other member of council at a time;
- An appointed proxy is not counted when determining if a quorum is present;
- A member appointing a proxy shall notify the municipal clerk of the appointment in accordance with a local process established by the clerk; and
- When a recorded vote is taken, the clerk shall record the name and vote of every proxyholder and the name of the member of council for whom the proxyholder is acting.

Council member absence rules still apply. This means that a member's seat would become vacant if they are absent from the meetings of council for three successive months without being authorized to do so by a resolution of council.

Accountability and Transparency

Members appointing proxies or acting as proxyholders are required to follow existing accountability and transparency requirements. For example, a member may not appoint a proxy or serve as a proxyholder on a matter in which they have a pecuniary interest under the *Municipal Conflict of Interest Act*. Municipalities may also want to consider transparency measures such as:

- communicating to the public who has appointed a proxy and who is serving as a proxy;
- publishing meeting agendas in advance so that proxies can be appointed, if needed, and potential conflicts of interest can be identified; and
- allowing members to participate electronically when not able to attend meetings in person rather than appointing a proxy.

For more information about existing accountability and transparency requirements, including the Municipal Conflict of Interest Act, codes of conduct and the role of the local integrity commissioner, please see the [Municipal Councillor's Guide](#).

Contact

If you have questions regarding how these new provisions may impact your municipality, contact your local Municipal Services Office with the Ministry of Municipal Affairs and Housing.

- **Central Municipal Services Office**
Telephone: 416-585-6226 or 1-800-668-0230
- **Eastern Municipal Services Office**
Telephone: 613-545-2100 or 1-800-267-9438
- **Northern Municipal Services Office (Sudbury)**
Telephone: 705-564-0120 or 1-800-461-1193
- **Northern Municipal Services Office (Thunder Bay)**
Telephone: 807-475-1651 or 1-800-465-5027
- **Western Municipal Services Office**
Telephone: 519-873-4020 or 1-800-265-4736

Additional Resources

- Municipal Act, 2001: <https://www.ontario.ca/laws/statute/01m25>
- The Ontario Municipal Councillor's Guide: <https://www.ontario.ca/document/ontario-municipal-councillors-guide-2018>



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 27, 2020
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: CLK 2020-015 Road Dedication of Oak Street, Conn

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2020-015 being a report on the road dedication of Oak Street, Conn;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the road dedication by-law for Oak Street, Conn.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

A property transaction that occurred in the 1960's in Conn determined that there were title concerns that needed to be resolved, specifically ownership of the Knox Presbyterian Church, an adjacent property and the road known as Oak Street in Conn.

Correspondence dated March 7, 2019 from Duncan Linton is attached as Schedule A and sets out the title issues.

The title matters have now been resolved and the one issue remaining is to formally dedicate Oak Street as a road and register that by-law on title.

Oak Street is shown on Schedule B as Part 4 on the attached reference plan 61-21709. By-law 060-2020 being a road dedication by-law appears in this agenda package.

FINANCIAL CONSIDERATIONS

The dedication of Oak Street in Conn will incur no addition financial considerations as we currently maintain this road.

ATTACHMENTS

Schedule A: correspondence from Duncan Linton dated March 7, 2019

Schedule B: reference plan 61-21709

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☐ Yes

☒ No

☐ N/A

Prepared By:	Karren Wallace, Director Legislative Services/Clerk	<i>Karren Wallace</i>
---------------------	---	-----------------------

Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>
------------------------	--	-----------------------

DUNCAN, LINTON LLP

LAWYERS

IRWIN A. DUNCAN+ • J. DAVID LINTON+ • DAVID M. STEELE
MICHAEL A. VAN BODEGOM • PATRICK J. KRAEMER+ • DANIEL W. VEINOT
PETER A. HERTZ • BRYAN A. ROWE • THOMAS E. SANDERSON
JUSTINE A. DALTON • ROBIN J. ELLIS

(+Denotes Professional Corporation)

45 ERB STREET EAST
WATERLOO, ONTARIO
N2J 1L7

TEL: 519-886-3340
FAX: 519-886-8651
WEBSITE: www.kwlaw.net
EMAIL: pkraemer@kwlaw.net

March 7, 2019
0041256

**The Corporation of the
Township of Wellington North**
Attention: Karren Wallace
7490 Sideroad 7 West
P.O. Box 125
Kenilworth ON N0B 1E0

VIA EMAIL (kwallace@wellington-north.com)

Dear Ms. Wallace:

Re: Knox Presbyterian Church, North Luther (Conn)

We have investigated title to various properties in Conn including the Knox Presbyterian Church, adjacent properties and streets. This matter first came to us through the lawyer, John Morris, who represented the previous owners of the property west of the church and the former church manse. However, after reviewing the various title documents as well as satellite imagery maps, it appears that the issues to be resolved are more complex than Mr. Morris had contemplated.

THE PROPERTIES

There are a number of properties that front onto Highway 89 as follows:

1. 8013 Highway 89 being more or less PIN 71110-0010 ("Property 1");
2. a small triangular sliver of land between 8013 and 8015 Highway 89, being PIN 71110-0071 ("Property 2");
3. 8015 Highway 89 being more or less PIN 71110-0011 ("Property 3");
4. Oak Street that runs perpendicular to and from Highway 89 and Centre Street referred to as Oak Street, which exists between 8015 and 8017 Highway 89, that is between Property 2 and Property 3 ("Oak Street"); and,
5. 8017 Highway 89 being more or less PIN 71110-0012 ("Property 4").

The current ownership of the properties are as follows:

6. Property 1: James Adam Sylvia;
7. Property 2: The Trustees of the Congregation of Knox Church North Luther;
8. Property 3: The Municipal Corporation of the Township of West Luther; and,
9. Property 4: The Trustees of the Congregation of Knox Church North Luther.

It appears based on the letter from Mr. Morris that Property 2 should be owned by the Township and not the church.

The church building appears to be located on Property 3 and such property should be owned by the church and not the Township.

It appears that Oak Street is located on Property 4 and that a portion of Property 4 should be owned by the Township (the road portion) and the remainder of the property should be owned by the church.

The Township will need to retain a surveyor to survey at a minimum the location and boundary of Oak Street. We suggest that the surveyor also set out the boundaries of Properties 1 to 4 and Oak Street, all of which should be made parts on a reference plan to enable us to register the appropriate transfers or easements required to give effect to the actual ownership of the properties as compared to the current registered owners of the properties.

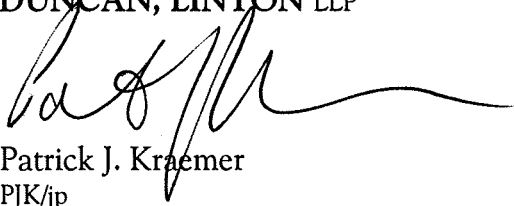
We will advise of the appropriate transfers that will be required to effect the correction of ownership once we receive the draft reference plan from the surveyor. A by-law to open Oak Street as a highway as that term is defined under the *Municipal Act, 2001*, is likely to be required. We suggest that the Township search its record for any previous by-law in this regard.

We have attached copies of the property index map from Teraview, the parcel registers and a marked up reference plan 61R-21169 with our notes regarding the approximate location of the buildings, street, and boundaries of the properties in question. We also enclose a copy of the deed (instrument no. M9852) that transferred Property 4 to the Township which appears to be the source of the error in respect of Oak Street. It identifies "the most westerly fifty (50) feet of lots one (1) and sixteen (16)". It appears that Oak Street was intended to be 50' wide and should have been the only portion of the property to be transferred. It appears that the entire lot was transferred instead.

Please advise if you need any further explanation of the current state of the ownership of these properties and next steps.

Yours very truly,

DUNCAN, LINTON LLP

A handwritten signature in black ink, appearing to read 'Patrick J. Kraemer', with a long horizontal flourish extending to the right.

Patrick J. Kraemer

PJK/jp

Encl.

PLAN OF SURVEY OF
PART OF LOTS 1, 2, 16 & MILL LOT
PLAN OF EVANSVILLE(CONN)
(GEOGRAPHIC TOWNSHIP OF WEST LUTHER)
TOWNSHIP OF WELLINGTON NORTH
COUNTY OF WELLINGTON
WILSON-FORD

Scale 1:300
12 9 6 3 0 3 6 12 Metres

METRIC CONVERSION

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

I REQUIRE THIS PLAN TO BE
DEPOSITED UNDER THE
LAND TITLES ACT.

PLAN 61R-062 209
RECEIVED AND DEPOSITED

DATE: Dec. 3, 2019

29 NOVEMBER, 2019

GREG FORD, P.Eng (CIVIL)
ONTARIO LAND SURVEYOR

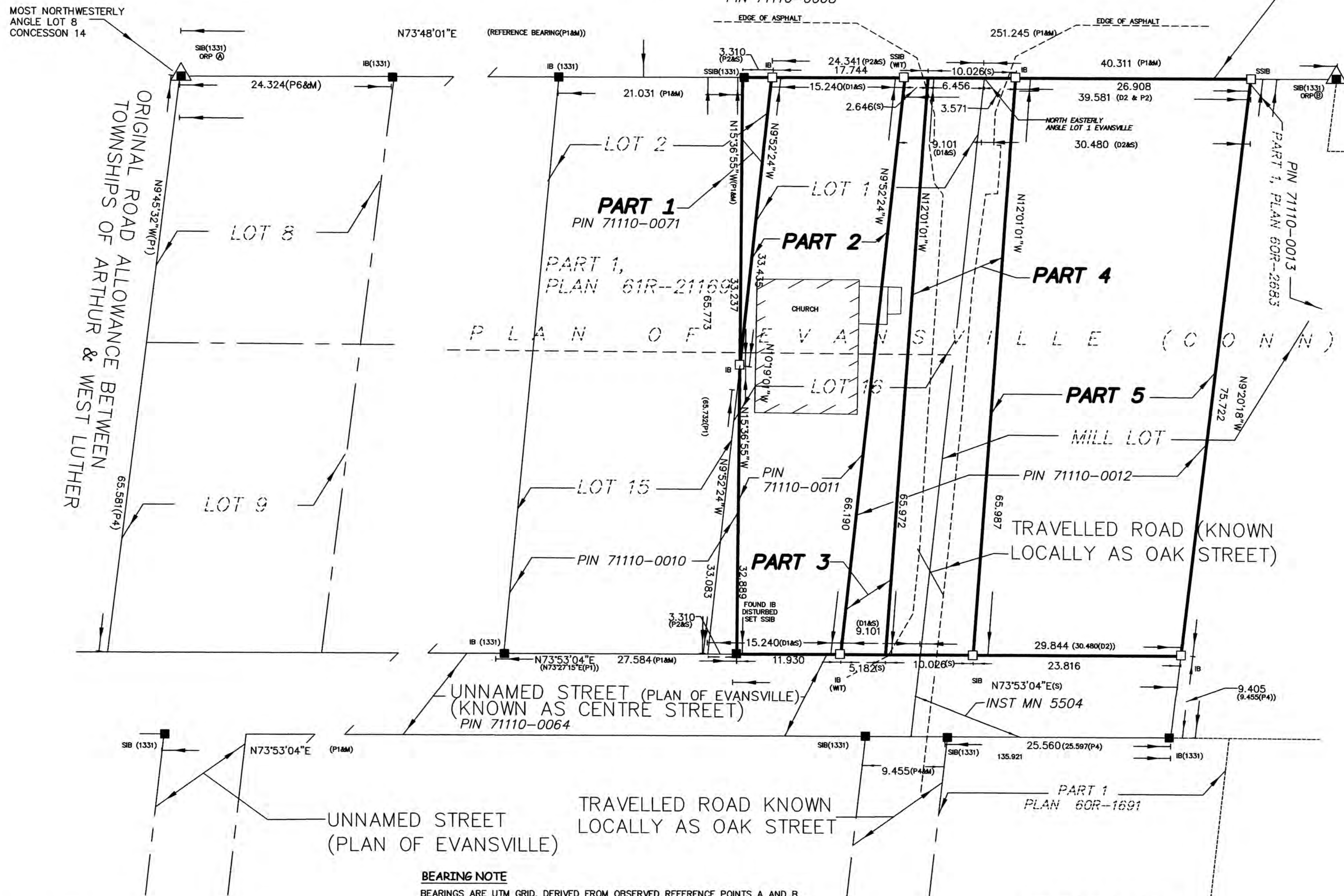
N. Kafalas

REPRESENTATIVE FOR THE LAND
REGISTRAR FOR THE LAND TITLES
DIVISION OF WELLINGTON (NO.61).

SCHEDULE

PART	LOTS	PLAN	PIN
1	PART OF 2	EVANSVILLE(CONN)	ALL OF 71110-0071
2	PART OF 1 & 16	EVANSVILLE(CONN)	ALL OF 71110-0011
3	PART OF 1 & 16	EVANSVILLE(CONN)	PART OF 71110-0012
4	PART OF 1, 16 & MILL LOT	EVANSVILLE(CONN)	PART OF 71110-0012
5	PART OF MILL LOT	EVANSVILLE(CONN)	PART OF 71110-0012
PARTS 3, 4 & 5 COMPRISE ALL OF PIN 71110-0012.			

ORIGINAL ROAD ALLOWANCE BETWEEN TOWNSHIPS OF PROTON(GREY) & WEST LUTHER (WELLINGTON)
THE KINGS HIGHWAY 89



LEGEND

■	DENOTES	FOUND MONUMENTS
□	"	SET MONUMENTS
IB	"	IRON BAR
SIB	"	STANDARD IRON BAR
SSIB	"	SHORT STANDARD IRON BAR
▲	"	OBSERVED REFERENCE POINT
PIN	"	PROPERTY IDENTIFICATION NUMBER - ALL PINS SHOWN ARE LAND TITLES UNLESS NOTED OTHERWISE
P1	"	PLAN 61R-21169
P2	"	PLAN OF EVANSVILLE(CONN)
P3	"	INST # MN9507 (P-3294-5)
P4	"	PLAN 61R-2683
D1	"	INST # MN9852
D2	"	INST # MN5504

ALL BEARINGS AND DISTANCES SHOWN HEREON ARE MEASURED
UNLESS INDICATED OTHERWISE

BEARING NOTE

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B
BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010).

FOR BEARING COMPARISONS, THE FOLLOWING ROTATIONS WERE USED:

PLAN	ROTATION
P1	0°0'0" CCW
P2	3°05'43" CCW
P3	2°23'44" CCW

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO
GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999545.

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS OBSERVATIONS USING THE TOPNET NETWORK (RTN), UTM ZONE 17, NAD83 (CSRS) (2010)		
COORDINATES TO URBAN ACCURACY PER SEC. 12(2) OF O. REG. 216/10.		
POINT ID	NORTHING	EASTING
ORP (A)	4 871 735.837	534 552.330
ORP (B)	4 871 807.616	534 793.182
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH
THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT
AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 21st DAY OF JUNE, 2019.

6 NOVEMBER, 2019
DATE

GREG FORD, P. Eng (CIVIL)
ONTARIO LAND SURVEYOR

WILSON - FORD
Surveying & Engineering
120 KING ST. E., Box 294,
MOUNT FOREST ON, N0G 2L0
PHONE (519) 323-2451

PROJECT No.: 19-9080 TWP WELL NORTH



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of July 27, 2020

From: Michael Givens, CAO

Subject: CAO 2020-006 Council Strategic Priorities 2019-2022 Update 2, 20 in '20 Opportunities-Municipal Service Review Update

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report CAO 2020-006 being an update report on Councils Strategic Priorities 2019 – 2022 and the 20 in '20 Opportunities-Municipal Service Review;

AND FURTHER THAT Council continues to support utilization of township resources including staff time in collaborating with member municipalities and the county on further investigating and implementation of the efficiency opportunities identified in the Top 20 in '20 including but not limited to the IT Service Delivery Review (Ref No. 10), shared Public Works Facility with the County of Wellington (Ref No. 1), and shared Drainage Superintendent role with the Town of Minto (Ref No. 14).

PREVIOUS PERTINENT REPORTS

CAO 2019-001 Report to Council-Provincial Modernization, Efficiency Grant
 CAO 2019-003 Report to Council-Council Strategic Priorities 2019 – 2022
 CAO 2019-005 Report to Council-Council Strategic Priorities – Update 1
 CAO 2019-008 Report to Council-KPMG Wellington County & Member Municipalities Service Review

March 9, 2020-Education Session – 2020 Council Strategic Priorities

CAO 2020-005 We the North Fire Service Agreement

OPS 2020-011 being a report on the Township's drainage superintendent services

BACKGROUND

The provincial government announced in March 2019 that Wellington municipalities would be among 405 across the province to benefit from a \$200-million pool of one-time funding to help improve service delivery.

In April 2019, each member municipality agreed to contribute \$25,000, with the county providing \$175,000, to fund an operational review in response to the province's funding. County and member municipality CAOs worked with consulting firm KPMG to identify efficiencies and cost savings.

On May 27, 2019, Council approved the 2019 – 2022 Council Strategic Priorities.

There were four (4) priority pillars identified-

- 1) Modernization and Efficiency;
- 2) Partnerships;
- 3) Municipal Infrastructure;
- 4) Alignment and Integration.

On November 28th, the County's final report as well as the final reports for each member municipality were presented to County Council with all member municipalities invited to attend the presentation.

The final report was broken in to 2 key sections-

1. Top 20 in '20 Opportunities
2. Summary of Findings from Consultations

In December of 2019, Council passed the below resolution endorsing the report –

THAT Council of the Township of Wellington North receive Report CAO 2019-008 being a report on the KPMG Wellington County & Member Municipalities Service Review;

AND FURTHER THAT Council supports utilization of township resources including staff time in collaborating with member municipalities and the county on further investigating and implementation of the efficiency opportunities identified in the Top 20 in '20.

The 20 in '20 were the identified opportunities that require further detailed review and collaboration amongst the participating municipalities. It was noted that some of the opportunities may be best regionalized, meaning, in some instances only certain member municipalities will be involved. Decisions around who is best prepared to determine feasibility and implement service deliver changes will be made on an opportunity by opportunity basis. Moving ahead with opportunities is a marathon, not a sprint. CAO's and senior staff at each municipality will consider several factors when determining which opportunities to pursue. (Factors-staff resources, budget, alignment with provincial mandates, political appetite, alignment with strategic plans, etc.)

It is very evident that Council's Strategic Priorities and the 20 in '20 are very closely connected and, in many instances, intersect. Within the attached Strategic Priorities Update, 20 in '20 projects have been highlighted in blue. Staff have taken the opportunity to provide Status Updates and offer brief comments on many of the ongoing projects. It should be noted that this is not an exhaustive list, just a snapshot.

Steps Taken-

Wellington North is playing a prominent role in moving ahead with an identified opportunity (ref no. 10). Led by our Director of Finance, we have supported the submission of a “multi-party expression of interest for a proposed third party IT service delivery review project” on behalf of the county and six of the seven member municipalities to the Ministry of Municipal Affairs and Housing’s Ontario municipal modernization program. The project is proceeding, and Blackline Consulting will be presenting a final report with several opportunities to explore in the coming months.

Wellington North is participating in discussions with the County of Wellington regarding a shared operations facility in Arthur (ref no. 1). County staff have identified an appropriate piece of property for the building and discussions are now focused on budget requirements, long-term lease arrangements and property servicing. The County intends to move forward with the purchase of lands in 2020, finalizing of design late 2020/early 2021 with plans to proceed to construction also in 2021.

Senior Township staff have met with key staff from Minto to discuss the creation of a shared Drainage Superintendent employee who would address the needs of both municipalities. Steps are being taken to develop a Job Description, determine which municipality will employ the position and creation of a shared service agreement between the respective municipalities.

Wellington North and the Town of Minto have proceeded with a strategic partnership and entered into a shared fire department management team agreement. The arrangement has already resulted in positive administrative results (Southgate Fire Protection agreement, WN Fire Social Media Policy) and cost savings.

Much staff time and energy has been geared towards finding efficiencies and enhancing our use of technology to provide services in the community. Even though municipalities were informed that the grant received was “unconditional” we have heeded the advice of the Province and continue to direct the grant funds to “help modernize service delivery and reduce future costs through investments in projects such as: service delivery reviews, development of shared service agreements and capital investments.”

FINANCIAL CONSIDERATIONS

The Township of Wellington North received \$618,175 through the Provinces Modernization, Efficiency Grant. Although the funds are unconditional, Wellington North, the County of Wellington and the 7 other member municipalities committed funds towards a Service Review that was completed by KPMG.

Modernization Fund Reconciliation:

Receipt of Funds - Mar. 29, 2019	618,175.00
Allocation to County for Service Delivery Review	(14,806.09)
Allocation to DocuSign Licensing Costs	(4,388.40)
Current Balance held in Capital Infrastructure Reinvestment Reserve Fund	598,980.51

For many of the initiatives, departments have been able to fund them from existing operating budgets.

Wellington North remains committed to utilizing the balance of the funds to either implement opportunities identified in the Service Review Report “Top 20 in ’20 Opportunities” or local projects identified by Township staff that promote modern, efficient service delivery through the use of technology, partnerships, shared services arrangements or other best practices.

ATTACHMENTS

Strategic Priorities-Update July 2020

STRATEGIC PLAN 2019 – 2022

Do the report's recommendations align with our Strategic Areas of Focus?

☒ Yes

☐ No

☐ N/A

Which priority does this report support?

☒ Modernization and Efficiency

☒ Municipal Infrastructure

☒ Partnerships

☒ Alignment and Integration

KPMG's Service Review Report further affirms that Council's Strategic Areas of Focus are progressive and pointing Wellington North in a positive direction as we continue to address the service needs of the community.

Prepared By: Michael Givens, CAO

Recommended By: Michael Givens, Chief Administrative Officer *Michael Givens*

Modernization & Efficiency

	Strategic Plan Priorities	Department	Status	Comments:
Outward Facing	Climate Change/Energy Planning	Finance/EC Dev	Planning	staff participating in Climate Change task force (county wide), no progress during COVID
	County Leachate - Riverstown Landfill	Operations	Planning	Director of Ops heavily involved in planning. township engineer supporting
	Wellington North Power - establish Hold Co.	CAO/Finance	Closed	Legal opinion, providing services beyond municipal borders, not a good idea
	Rural Broadband - SWIFT	CAO/Ec Dev	Monitoring	SWIFT program progressing. Wightman opportunity proceeding in Arthur as well as North Frontenanc Telephone Company.
	Annual Mayors Charity Bonspiel	Recreation/ Ec Dev	Planning	planning begins for 2nd annual
	Electronic Planning and Development Submissions	Building	Execution	preferred by developers (\$\$) time to get all township consultants on board
Inward Facing	IT Service Review (20 in 20)	CAO/Finance	Execution	Consulting contract awarded to Blackline Consulting, and opportunity review workshop to be scheduled late July - Final report to be published in September
	KRONOS Implementation - HRIS	HR	Execution	impacts all depts. Moves away from paper based reporting. Moves us towards work orders and other modern tools
	PerfectMind - Recreation Software	Recreation/Finance	Planning	June, July implementation
	Cross-training front line staff	Clerk/Rec/HR/Finance	Execution	ongoing, progress has be made with respect to building/planning
	DocuSign - promote usage	HR	Closed	reduce reliance on paper, easier to track status of contracts, agreements
	Electronic Building Permits	BUILD	Monitoring	process has been in place for a year and uptake has been great; some backend work to complete
	Introduction of TEAMS, SharePoint	Finance	Execution	easier collaboration, reduce us of paper, access 24/7, modern tools, apps. TEAMS and ZOOM have been essential during State of Emergency and proven very effective
	EFT payments	Finance	Monitoring	positive modernization process championed by Dir of Finance

Partnerships

	Strategic Plan Priorities	Department	Status	Comments:
Outward Facing	Share OPS Centre AV with County - identify, purchase lands (20 in 20)	Operations	Planning	initial estimates have the project costs in the area of \$10 mill. \$3.5 mill township portion. extension of services required. 2020 land purchase, design. 2021 construction
	Community Land Trust	CAO / Ec Dev	Closed	with the level of potential growth in both AV and MF, do we need to pursue this further?
	We the North Fire Service Review (20 in 20)	CAO / Fire	Monitoring	fire management agreement in place with Minto.
	Enhanced Economic Dev Partnership - WN, Minto, Mapleton (20 in 20)	CAO / Ec Dev	Planning	Delay WN implementation to 2021 due to COVID and more direct need in neighbouring municipality.
	Community Foundation - WN Community Fund	Ec Dev	Monitoring	council committed, now we see what the uptake is. Have already seen a couple of successes.
	YMCA Partnership	CAO/Recreation	Initiation	has to include a gym and memberships to be viable. A major capital investment from the township would be required
	Arthur Green Developments Inc. - Partnership opportunity	CAO/ Ec Dev / Building	Closed	idea of "community space" included in the development. Community space could house things like YMCA, Seniors centre, historical society, chamber, township or any combination. A major investment would be required by the township. Pretty clear council has no interest.
	Lynes Blacksmith Shop	CAO/ Building / Recreation /Operations	Execution	township is involved and committed. continues to provide lawn maintenance and other supports.
	Saugeen Connects	Ec Dev	Execution	limited commitment from a resource standpoint, award winning program in 2019 but casualty to Covid in 2020. Five municipality partnership along with SEDC still provides significant upside potential for current limited investment.
	Youth Engagement / Saugeen Student Startup Program/Youth Action Council	Ec Dev	Planning	mayor's bonspiel supports, need to relaunch YAC and SSUP is a great program but succumbed to COVID 19 in 2020
	Rural Transportation (RideWell & Bus Service with Grey County / Owen Sound)	Ec Dev	Monitoring	marketing, participating and actively engaged in the employer component of RIDEWELL to be launched in 2020
	Volunteer Engagement Program	Ec Dev / Rec /HR / Clerk	Execution	PIN results forthcoming/received. To be picked up later in the year.
	Fundraiser	CAO / Ec Dev / Rec /Finance	Planning	When we tell the community that Recreation enhancements must be fundraised, do we put ourselves in a leadership role
	Off Leash dog park	Recreation	Initiation	
	Township Storage for Community Orgs	CAO/ Building / Recreation /Operations	Monitoring	future requests likely
	New Horizons Grant Project - Seniors Supporting Seniors Through Technological Change and Modernization	Ec Dev/ Rec/ Clerk/HR	Closed	federally funded program, township resourcing resulted in i-pads being purchased & delivered to all LTC homes to enable seniors to stay connected during COVID 19
	Mount Forest Family Health Team-Emergency Community Support Fund	CAO/EC Dev/ Finance	Execution	\$10,880 COVID-19 technology grant to the Township of Wellington North in partnership with the Mount Forest Family Health Team to facilitate the Mennonite and Amish communities' access to virtual medical services
	Arthur BIA Loan	Ec Dev / Finance	Planning	Continued support to BIA startup and advance funds to support projects in downtown Arthur
	Arthur BIA Connecting Link/Streetscape improvements	Ec Dev/Operations/Finance	Planning	Council notice of motion to support additional streetscape enhancements as part of 2021 connecting link project
	RED Grant for Arthur Downtown Streetscape improvements	Ec Dev	Execution	Approval in 2020 with first implementation late 2020 (christmas decorations) and final implementation 2021 (Outdoor gym)
Inward Facing				
	Municipal Drainage Superintendent Services - RFP (20 in 20)	Operations / Clerk	Planning	looking for a more efficient model, succession planning
	Cultural Roundtable	Ec Dev / Clerk	Execution	Active promotion of the arts & culture. Leadership & direction to cultural roundtable includes cultural moment, cemetery mapping, Culture Days, Wellington North Farmers Market, Simply Explore Culture, etc.

Municipal Infrastructure

[illegible]

Alignment & Integration

	Strategic Plan Priorities	Department	Status	Comments:
Outward Facing	Brush/Yard Waste	Operations/Clerk	Monitoring	supporting transition to County program, notifications, communication
	Mayors Quarterly Update	HR/ Ec Dev/ REC	Initiation	new manner to communicate externally
	Downtown Revitalization & BIA	Ec Dev	Execution	do we assume these committees will be self sufficient? How much does the township have to invest to ensure success? I believe we need to provide leadership & direction in order to ensure continued success.
	MF Servicing / Selling Industrial Lands	Operations/Ec Dev/Building	Execution	primarily north end of MF . Need to decision and service remaining parcels of land in Industrial Parkbut now looking at Wells Street in Arthur
	West Grey Lands	CAO	Closed	brought forward by R. Bye
	Water Conservation	Operations / Finance	Initiation	residential water meter installations. Subsidized low flow toilet program. Reduce water usage to extend WWTP and water system capacity
	Traffic Concerns (core traffic congestion review): <ul style="list-style-type: none">Extending Well Street - AVExtending Perth Street - MFExtending Mount Forest Drive - MFRight Turn Lane, Mount Forest Drive - MF	Operations	Initiation	a very big topic, impacted by development in key areas. Less public pressure with reduced traffic during COVID
	Community Improvement Program	Ec Dev	Execution	Very successful program with over 110 businesses participating since inception. For every dollar we invest we get a return of five dollars. Suggest we update the program and eliminate some of the less popular incentive programs.
	Community Safety Plan	Clerk	Execution	safe communities wellington county driving, looking for local participation. Other municipal councillors (see Minto) participating in developing the plan.
	AV Wells Street	Operations/Ec Dev/Building	Initiation	Extension of Wells Street once again on the table. Disucssions with WC as well as Musashi may provide traction.
	Natural Gas expansion	CAO	Closed	Enbridge contact, govt of Ontario-natural gas expansion program
Inward Facing				
	Training & Resources - Mental Health	HR	Initiation	huge topic not just organizationally but throughout the community.
	Official Plan Comprehensive Review	Planning/Ec Dev/ Building	Planning	required, led by County planning
	Recreation Committee - Governance Refresh	CAO/Recreation	Closed	new governance model, new focus. Recreation, Parks and Leisure Committee
	Water, Sewer Rate Study	Operations/Finance	Execution	rate study awared tp DFA Infrastructure International Inc.
	Servicing Master Plans: <ul style="list-style-type: none">Water - UpdateWastewater - UpdateStorm Water - Initial	Operations	Execution	Water, sanitary plan updates awarded to Triton (Arthur) & BMRoss (Mount Forest). Operations supporting the updates.
	Asset Management - County Wide Integration	Finance/Operations	Initiation	Director of Finance involved in bi-weekly meetings with County Asset Management team on work toward consitent Asset Management Plan template to be used by all member Municipalities. Application submitted for FCM MAMP funding to support ongoing Township AM Activities.
	Community Growth Plan-Phase 2	All	Initiation	Mayor Lennox-we need to integrate water, wastewater, storm water, traffic (auto, pedestrian), recreation, social needs with planning documents. Should we re-engage Steve/GSP group?
	Development Charges - Bill 108 Changes	Finance	Execution	legislative requirement

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

BY-LAW NUMBER 059-20

BEING A BY-LAW TO PROVIDE FOR ACTUAL COST TO PROVIDE FOR A DRAINAGE WORKS IN THE TOWNSHIP OF WELLINGTON NORTH IN THE COUNTY OF WELLINGTON, KNOWN AS THE MURPHY DRAIN

WHEREAS, Township of Wellington North approved the engineer's report dated prepared by K. Smart Associates Limited dated December 19, 2019;

AND WHEREAS the estimated gross cost in the report of executing and completing the said drainage works was \$58,467.00.

AND WHEREAS, the actual cost of the drainage works is \$58,023.08

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. **THAT** the actual cost of the drainage works is \$58,023.08 which is prorated as outlined in Appendix "A" attached hereto and forming part of this By-law.
2. **THAT** this By-law shall come into force and take effect upon the final passage hereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
27th DAY OF JULY, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

December 19, 2019
Actual: July 6, 2020

**SCHEDULE C - SCHEDULE FOR ACTUAL COST BYLAW
MURPHY DRAIN
TOWNSHIP OF WELLINGTON NORTH
TOWN OF MINTO**

Page 4
File No. 19-067

Farm Tax					Report	Actual	1/3		
Rated	Con	Lot	Roll No.	Owner/Address	Gross Total (\$)	Gross Total (\$)	Grant	Allowances	Net Assessments (\$)
x				Township of Wellington North (Arthur Twp) (23-49-000-)					
F	12	PT 1	009-09900	J. & B. Murphy	34,426	34,098.54	11,366.18	29,192.00	(6,459.64)
S				Special Assessment to Enbridge (Union) Gas	798	796.78	0.00	0.00	796.78
x				Total Assessments on Lands:	35,224	34,895.32	11,366.18	29,192.00	(5,662.86)
M				Wellington Road 6 - County of Wellington	712	705.23	0.00	0.00	705.23
S				Special Assessment to Wellington Road 6	11,223	11,222.09	0.00	0.00	11,222.09
x				Total Assessments on Roads:	11,935	11,927.32	0.00	0.00	11,927.32
x				TOTAL TWP OF WELLINGTON NORTH:	47,159	46,822.64	11,366.18	29,192.00	6,264.46
				Town of Minto (Minto Twp) (23-41-000-)					
F	A	1	003-00100	W. Andrews	11,308	11,200.44	3,733.48	7,600.00	(133.04)
x				TOTAL TOWN OF MINTO:	11,308	11,200.44	3,733.48	7,600.00	(133.04)
x				TOTAL ASSESSMENTS MURPHY DRAIN:	58,467	58,023.08	15,099.66	36,792.00	6,131.42

Notes:

1. All of the above lands noted with an "F" are classified as agricultural and currently have the Farm Property Class Tax Rate (F.P.C.T.R.).
2. Section 21 of the Drainage Act, RSO 1990 requires that assessments be shown opposite each parcel of land and road affected.
The affected parcels of land have been identified using the roll number from the last revised assessment roll for the Municipality
For convenience only, the owners' names as shown by the last revised assessment roll, has also been included.
3. Amount(s) enclosed in brackets () would be paid to the respective owner(s).

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

BY-LAW NUMBER 060-20

**BEING A BY-LAW TO DEDICATE A PARCEL OF LAND DESCRIBED
AS PART 4 ON PLAN 61R-21709 AS A PUBLIC HIGHWAY (OAK
STREET, CONN)**

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

1. **THAT** land known as Part 4 on Plan 61R-21709 (Oak Street) be dedicated as a public Highway.
2. **THAT** This By-law shall come into full force and effect upon the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
27th DAY OF JULY, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

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

BY-LAW NUMBER 063-20

**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 JULY
27, 2020**

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 July 27, 2020 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 A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 27TH DAY OF JULY, 2020.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK