

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – JANUARY 25, 2021 AT 7:00 P.M.
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/89962893889>

Or join by phone:

Canada: +1 855 703 8985 (Toll Free)

Webinar ID: 899 6289 3889

International numbers available: <https://us02web.zoom.us/j/89962893889>

	PAGE NUMBER
CALLING TO ORDER	
ADOPTION OF THE AGENDA	
Recommendation: <i>THAT the Agenda for the January 25, 2020 Regular Meeting of Council be accepted and passed.</i>	
DISCLOSURE OF PECUNIARY INTEREST	
COUNTY COUNCIL UPDATE	
Andy Lennox, Mayor	
RECESS TO MOVE INTO PUBLIC MEETING	
Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North recess the January 25, 2021 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:</i> <ul style="list-style-type: none"> • <i>Keith Brubacher, Minor Variance</i> • <i>John Welton Custom Homebuilding Ltd. o/a Sunvale Homes, Draft Plan of Subdivision and Zoning By-law Amendment</i> 	
RESUME REGULAR MEETING OF COUNCIL	
Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North resume the January 25, 2021 Regular Meeting of Council at : .</i>	
ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING	
1. Regular Meeting of Council, January 11, 2021 Recommendation: <i>THAT the minutes of the Regular Meeting of Council held on January 11, 2021 be adopted as circulated.</i>	001
BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL	

ITEMS FOR CONSIDERATION		
1. MINUTES		
a. Mount Forest District Chamber of Commerce <ul style="list-style-type: none"> • Directors Meeting, December 8, 2020 • December 31, 2020 Financials 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 Directors Meeting held on December 8, 2020 and the December 31, 2020 Financials.</i>	008	
b. Saugeen Connects, January 13, 2021 Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Connects meeting held on January 13, 2021.</i>	013	
c. Safe Communities Wellington County, Leadership Table, November 18, 2020 Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Safe Communities Wellington County Leadership Table Meeting held on November 18, 2020.</i>	017	
2. BUILDING		
a. Report CBO 2021-01 Building Permit Review Period Ending December 31 st , 2020 Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2021-01 being the Building Permit Review for the period ending December 31, 2020.</i>	021	
3. ECONOMIC DEVELOPMENT		
a. Report EDO 2021-002 Saugeen Connects Partnership Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2021-002 being an update on our Saugeen Connects partnership.</i>	023	
b. Report EDO 2021-003 Arthur & Mount Forest Chamber of Commerce M.O.U. Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021- 003 being a report on the Memorandum of Understanding with the Arthur and Mount Forest Chamber of Commerce.</i> <i>AND FURTHER THAT the Mayor and Clerk are authorized to sign the by-laws to enter the Memorandum of Understandings.</i>	028	

4. FINANCE	
<p>a. Cheque Distribution Report, January 20, 2021</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated January 20, 2021.</i></p>	036
5. FIRE	
<p>a. Wellington North Fire Service, Quarter Four Update 2020</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service, Quarter Four Update 2020.</i></p>	039
6. OPERATIONS	
<p>a. Report OPS 2021-003 Award of the Design and Replacement of the Arthur OptiMrs Playground</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-003 being a report on the award of the design and replacement of the OptiMrs Playground in Arthur;</i> <i>AND FURTHER THAT Council award the request for proposal (RFP 2020-010) to Park N Play Design at a cost of \$120,000 plus applicable taxes.</i></p>	043
7. ADMINISTRATION	
<p>a. Report CLK 2021-002 being a report on Clerk's Department 2020 year end review</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2021-002 being a report on Clerk's Department 2020 year end review.</i></p>	045
<p>b. Report CLK 2021-003 Restricted Parking n Mount Forest Drive</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2021-003 being a report on Restricted Parking on Mount Forest Drive;</i> <i>AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the by-law to restrict parking on Mount Forest Drive.</i></p>	050
<p>c. Report CLK 2021-004 Council Committee Appointments</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive for information CLK 2021-004 being a report on Council Committee Appointments.</i></p>	056
8. COUNCIL	
<p>a. Township of Larder Lake, resolution #6 dated January 12, 2021, support for the resolution of the Municipality of Charlton and Dack requesting that the Province of Ontario address municipal insurance cost</p>	062

<p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the Township of Larder Lake, resolution #6 dated January 12, 2021, support for the resolution of the Municipality of Charlton and Dack requesting that the Province of Ontario address municipal insurance cost.</i></p>	
<p>b. PIN – The People and Information Network, Media Release, January 18, 2021, Do. Give. Share. PIN Celebrates 20th Anniversary All Year Long! Celebrating the past and embracing the future.</p> <p>Recommendation: <i>THAT the Council of the Corporation of the Township of Wellington North receive the media release dated January 18, 2021 from PIN - The People and Information Network, Do. Give. Share. PIN Celebrates 20th Anniversary All Year Long! Celebrating the past and embracing the future.</i></p>	063
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 January 25, 2021 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"> • Committee of Adjustment • North Wellington Health Care Corporation – Louise Marshall Hospital • Lynes Blacksmith Shop Committee • Recreation, Parks and Leisure Committee • Mount Forest Homecoming Committee (inactive) <p>Councillor Burke (Ward 2):</p> <ul style="list-style-type: none"> • Committee of Adjustment • Mount Forest Aquatic Ad Hoc Advisory Committee • Lynes Blacksmith Shop Committee • Wellington North Wellness & Team Building Committee • Mount Forest Business Improvement Area <p>Councillor Hern (Ward 3):</p> <ul style="list-style-type: none"> • Committee of Adjustment • 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"> • Committee of Adjustment • Recreation, Parks and Leisure Committee • Property Standards Committee • Arthur BMX/Skateboard Park Advisory Committee • Saugeen Valley Conservation Authority • Wellington North Health Professional Recruitment Committee • Arthur Trail Committee <p>Mayor Lennox:</p> <ul style="list-style-type: none"> • Committee of Adjustment • Wellington North Power • Ex Officio on all committees 	
BY-LAWS	
<p>a. By-law Number 006-21 being a by-law to authorize the execution of a Memorandum of Understanding with the Mount Forest and District Chamber of Commerce</p>	065
<p>b. By-law Number 007-21 being a by-law to authorize the execution of a Memorandum of Understanding with the Arthur and District Chamber of Commerce</p>	069
<p>c. By-law Number 008-21 being a by-law to amend By-law 5000-05 being a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North</p>	073
<p>Recommendation: THAT By-law Number 006-21, 007-21 and 008-21 be read a First, Second and Third time and enacted.</p>	
CONFIRMING BY-LAW 009-21	
<p>Recommendation: <i>THAT By-law Number 009-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on January 25, 2021 be read a First, Second and Third time and enacted.</i></p>	
ADJOURNMENT	
<p>Recommendation: <i>THAT the Regular Council meeting of January 25, 2021 be adjourned at __: p.m.</i></p>	

MEETINGS, NOTICES, ANNOUNCEMENTS		
A.W.E. webinar series: Entrepreneurial Skills and Business Leadership for Rural Women – Lunchtime Learning Mondays	January 25 – March 29, 2021 (10 in total)	11:00 a.m. – 1:00 p.m.
Mount Forest Aquatics Ad-Hoc Advisory Committee	Tuesday, January 26, 2021	7:00 p.m.
Recreation, Parks, Leisure Committee	Tuesday, February 2, 2021	8:30 a.m.
Business SUCCESSION Planning Webinar Series – Lunchtime Learning Wednesdays	February 2 – March 2, 2021 (5 in total)	12:00 p.m. – 1:30 p.m.
Regular Council Meeting – via video conference	Monday, February 8, 2021	2:00 p.m.
Regular Council Meeting – via video conference	Monday, February 22, 2021	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
REGULAR COUNCIL MEETING MINUTES – JANUARY 11, 2021 AT 2:00 P.M.
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=-3YWKEAw6dU>**

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
Human Resources Manager:	Chanda Riggi
Director of Fire Services:	Chris Harrow
Director of Operations:	Matthew Aston
Community Recreation Coordinator:	Mandy Jones
Chief Building Official:	Darren Jones

CALLING TO ORDER

Mayor Lennox called the meeting to order.

Mayor Lennox acknowledged of the passing of Doug McLellan. He served on the Township of Arthur Council as Councillor for four years and Reeve for two years. Doug sat on the Wellington County Land Division Committee for several years and was co-chair on the committee to build the new Sports Complex in Mount Forest.

ADOPTION OF THE AGENDA

RESOLUTION: 2021-001

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Agenda for the January 11, 2021 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

PRESENTATIONS

1. Andrew Coburn, Coburn Insurance Brokers Ltd.
 - Township of Wellington North Insurance Policies

Mr. Coburn presented a general overview of the insurance landscape. The hardening trends which the industry started to experience in 2019 have continued. Coupled with COVID, 2020 has seen a drastic shift in the marketplace resulting in increased rates and reduced capacity. Carriers have reduced capacity, increasing rates, or exited certain industry classes. Carriers have been affected by losses resulting from third party liability. Primary coverages impacted are property and general liability. Property insurance rates have increased for 11 consecutive quarters with most significant increases in Q3 2020. Some property segments are attracting higher rate and deductibles increases. Several insurers exited the Municipal space, while others have reduced capacity requiring brokers to subscribe policies. Average property rate

increases are in excess of 15-20%. The pandemic has brought forth a lot of liability with highly scrutinized public entities. Insurance coverages are evolving and there are some expected coverages to come out as a result; but, they are seeing a communicable disease exclusion placed across almost all commercial. Social inflation has affected the rising cost of insurance claims.

The municipal insurance package includes policies to protect the Township's financial position and policies providing accident benefits. We are seeing an overall premium increase of 19% from 2020. A year over year premium comparison for the past three years was reviewed.

RESOLUTION: 2021-002

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North accept the proposed insurance coverage for the Township of Wellington North for the year beginning January 1, 2021.

CARRIED

Council directed staff to investigate the benefit of increasing deductibles.

2. Jennifer Stephens, General Manager/Secretary-Treasurer and Laura Molson, Manager, Accounting, Saugeen Valley Conservation Authority
 - Saugeen Valley Conservation Authority Draft Budget 2021

Ms. Stephens presented an overview of the Saugeen Valley Conservation Authority Draft 2021 Budget. The Township of Wellington North increase in levy is \$2,875.

A brief history of Conservation Authorities was provided. Conservation Authorities focus on watershed, transcending municipal boundaries. Conservation Authorities have been monitoring and collecting watershed information for decades. The role of the SVCA includes providing flood forecasting and warning information for watershed residents, municipalities and media; monitoring water quality; maintenance related to the SVCA watershed flood and erosion control projects; stewardship activities; environmental planning and regulations; conservation education; forestry; and non-revenue parks and property management.

Looking ahead the SVCA will be conducting a strategic planning exercise, to be completed in the summer of 2021. The purpose of the exercise is to identify priorities over the next 5 years based on feedback from member municipalities, stakeholders and the public.

RESOLUTION: 2021-003

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the Saugeen Valley Conservation Authority Draft Budget 2021 as presented.

CARRIED

3. Karen Chisholme, Climate Change Coordinator, County of Wellington
 - Climate Change Mitigation Plan

Ms. Chisholme presented the County of Wellington Climate Change Mitigation Plan, developed over the last year and a half, that identifies the energy use in the County and associated greenhouse gas emissions, and provides recommendations on reducing emissions and energy use. The presentation provided an overview of the project and how the County and member municipalities can work together to reduce greenhouse gas emissions. The presentation included climate change in the County; how changes will be felt by infrastructure, agriculture, environment and recreation; what climate change mitigation is; and

the Federation of Canadian Municipalities milestone framework. The plan was developed by the steering advisory committee and a community advisory group.

The first milestone is the greenhouse gas emissions inventory looking at buildings, transportation, solid waste and agriculture. Agreements and commitments from other levels of government and some other guidance were considered to set a target. They have chosen 2017 data as their baseline to work with. Municipal involvement includes green building guidelines, active transportation, development policies, local climate action plan, community incentive program, conservation and demand management plans, community engagement.

The Climate Change Mitigation Plan is being reviewed by staff and will be prepared to go to the County of Wellington Planning Committee in early February.

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Public Meeting, December 14, 2020
2. Regular Meeting of Council, December 14, 2020

RESOLUTION: 2021-004

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Public Meeting and the Regular Meeting of Council held on December 14, 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

2a, 3b, 4b, 5a

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2021-005

Moved: Councillor Yake

Seconded: Councillor Hern

THAT all items listed under Items for Consideration on the January 11, 2021 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Connects Meeting held on December 4, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce Directors Meeting held on December 9, 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 December 18, 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated January 5, 2021.

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 Q4 2020.

THAT the Council of the Corporation of the Township of Wellington North receive the Guelph Wellington Crime Stoppers Newsletter, The Informant, Winter 2020/21, 4th Quarter.

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2021-006

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021-001 Community Improvement Program;

AND FURTHER THAT Council approve a \$2,203 Façade Improvement Grant to eclectic...the gift store at 147 George Street in Arthur.

AND FURTHER THAT Council approve grants totaling upwards to \$10,000 to Pfisterer Farms located at 8462 Line 6, Kenilworth.

CARRIED

RESOLUTION: 2021-007

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2021-001 being a report on the Ontario Municipal Modernization Program and IT Service Delivery Review;

AND FURTHER THAT Council endorse the recommendations detailed in the Blackline Consulting report, and direct staff to implement the detailed recommendations as feasible;

AND FURTHER THAT Council endorse the application for future funding opportunities afforded by the Ministry of Municipal Affairs and Housing (MMAH) via the Municipal Modernization Program future intakes, or others, applicable to the opportunities identified in the final report.

CARRIED

RESOLUTION: 2021-008

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-002 being a report to grant sewage allocations;

AND FURTHER THAT Council commit to allocating one hundred and ninety (190) sewage allocation units, pursuant to the Sewage Allocation Policy 012-19 as follows:

Owner	Development	Location	Singles	Semis	Towns	Apartments	TOTAL
2073022 Ontario Inc.	Eastridge Landing Phase III	Arthur- Schmidt Drive area	19	20	8	0	47
2073022 Ontario Inc.	Eastridge Landing Phase IV	Arthur- Schmidt Drive area	18	18	20	0	56
940749 Ontario Limited	Forest View Estates	Domville Street	10	8	8	24	50
Seawaves Homes Ltd	Seawaves Home	Gordon Street	0	0	37	0	37
TOTAL			47	46	73	24	190

AND FURTHER THAT the sewer allocation units expire thirty-six (36) months from the date of a signed sewage allocation agreement or forty (40) months from the date of the resolution, whichever is shorter, after which time the allocations are returned to the Township’s sanitary reserve and distributed at the discretion of Council;

AND FURTHER THAT Township Council directs staff to prepare sewage allocation agreement(s) with each developer consistent with the current Sewage Allocation Policy to be authorized by Mayor and Clerk.

CARRIED

RESOLUTION: 2021-009

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North, pursuant to Section 6 of the Sewage Allocation Policy 012-19 grant the Building Department 20 units of the uncommitted sewage allocations, per system (20 units Mount Forest – 20 units Arthur) for infill lots.

CARRIED

RESOLUTION: 2021-010

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2021-001 being a report on Off-Road Vehicles (ORV) on municipal roads.

CARRIED

NOTICE OF MOTION

No notice of motion tabled.

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Burke (Ward 2):

- Received a cheque for \$5,000 for Mount Forest splashpad. The funding gap has been covered. There is enough money for the sponsorship sign so we don't need to rely on the Mount Forest Lions Club.

Councillor Hern (Ward 3):

- The Mount Forest District Chamber of Commerce held their Annual General Meeting on December 29. Krista Blenkhorn, HR Manager at Vintex, is the new president. There are three new directors, Matt Lantz from Grafite Design. Crystal Seifried from the Wellington Advertiser, and Kelly Dimick from Cynthia & Company.

Mayor Lennox:

- The initial doses of the Covid-19 vaccine were received by the Wellington Dufferin Guelph Health Unit. We are the first region outside of where there are major hospitals to have vaccine delivered. The initial doses have been allocated and there will be more coming. First priority is to staff and residents of long term care. As more vaccine becomes available there will be challenges to deliver the vaccine to people. The Township may be asked to support the effort.

BY-LAWS

- a. By-law Number 001-21 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2021
- b. By-law Number 002-21 being a by-law to provide for an interment tax levy on all assessment within specific tax classes and to provide a penalty and interest rate for current taxes in default and tax arrears
- c. By-law Number 003-21 being a by-law to adopt a budget including estimates of all sums required during 2021 for Operating and Capital, for the purposes of the municipality
- d. By-law Number 004-21 being a by-law to repeal By-law 17-1999 being a by-law to appoint Drainage Superintendent

RESOLUTION: 2021-011

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Numbers 001-21, 002-21, 003-21 and 004-21 be read a First, Second and Third time and enacted.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2021-012

Moved: Councillor Yake

Seconded: Councillor Hern

THAT By-law Number 005-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on January 11, 2021 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2021-013

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Regular Council meeting of January 11, 2021 be adjourned at 4:33 p.m.

CARRIED

CLERK

MAYOR

Mount Forest District Chamber of Commerce

Meeting Minutes

December 8th, 2020

Roll Call

Members in attendance to the meeting were:

- Shawn McLeod President
- Sharon Wenger Secretary
- Krista Blenkhorn Director
- Michelle VanEssen Director
- Stacey Stevenson Administrator
- Corbin Peter Administrator
- Lisa Hern Township Council Representative
- Dale Small Economic Development

I. Call to Order

Shawn McLeod called to order the regular meeting of the Mount Forest Chamber of Commerce at 7:10 pm on December 8th, 2020 on a virtual Zoom Meeting.

II. Economic Development Report – Dale Small

2021 plans include significant funding for Main Street beautification and the BIA is considering a mural for Downtown Mount Forest. They have also budgeted funds to partner with the Township to install Wi-Fi in Downtown Mount Forest

A countywide Business Retention & Expansion initiative was launched to obtain information to assist with Business Recovery efforts as well as to support a RED grant application later this year.

2021 Economic Development Plans include a refresh of our Community Improvement Program. Hope to make the Blade Sign grant that come out of the Downtown Revitalization efforts a permanent incentive and hope to be able to establish a grant to support energy efficiency initiatives.

Digital Main Street the window for businesses to apply for the \$2,500 Digital Transformation Grant has been extended to Dec 15th or until funds are exhausted.

Our Saugeen Connects partnership, (Brockton, Hanover, West Grey, Minto, SEDC & WN) have been successful with a RED grant application.

The MOU between the Chamber and W.N. that covers financial assistance, governance and reporting requirements expires Feb 2021.

III. Council Notes – Lisa Hern

Most discussion has been around budget and making some tough, wise decisions, coming to council next week.

Still lots of development continuing on.

Had annual emergency management program report completed. Control groups continues to meet regularly.

Public skating and walking tracks have been closed at this point for both Arthur and Moutn Forest.

IV. Approval of Minutes From November Meeting

Michelle motioned

2nd Krista

All in Favour

V. Treasurer’s Report/ Monthly Cheque Log Review and Approval for October –

Sharon motioned

2nd Michelle

All in favour

VI. Open Issues

- a. **Office Operations – Sharon** – New tenant is officially renting the Board room as of December 1st. Small issue in beginning, complaints of the board room being too cold. Now has space heater. New door knobs to be installed on interior doors to separate space.
Kevin will return to complete renovations after the rental contract is up at the end of April. New back door will be installed then.
Decision to be made on whether or not tenants can park out front.
- b. **Social Media Update** – Corbin stated that everything is going well online. We are now over 500 followers on Instagram. Over 1500 Facebook followers. Corbin and Stacey working on the 12 Days of Giveaways. Response has been incredible, average of 80 people commenting on each 24 hour post. There will be QR codes for a grocery gift card giveaway. He has been working on an AGM post and will be sharing that as well.
- c. **Fireworks Festival Update** – Discussed that Covid has still impacted the festival for 2021. Too soon to make the call on whether or not to continue. Contracts are still in place from 2020. March 2021 will be the latest to make the call regarding cancellations. Working on souvenir colouring book for the kids with local artist to draw images. Some sponsors have decided to keep their contributions for 2021.
- d. **Covid 19 Update** – *Krista*. In limbo waiting for Corporations Canada to update our information on line. Will then give us access to everything else including Service Canada. This is in regards to the student subsidy.

Stacey to look into the second round of the CEBA loan to decide whether or not to apply again. Need to look into a repayment plan for the first \$40,000.

- e. **Christmas Promotions** – Stacey has recorded the radio ads to promote our Christmas giveaways. Holiday episode of Wightman’s has been completed. Christmas Bureau has requested to use the walkie talkies for the Angel Tree distribution. **Excellence Awards** – Stacey has arranged to have the Mayor and Shawn to present the awards. Corbin will be present to record the events for Facebook. Plaques are being made at ITS and certificates are being made by John Nater’s office. The Chamber, Saugeen Economic and The Township are sponsoring all of the awards.

VII. **New Business**

- a. **AGM** – Sharon has distributed a list of possible changes to the bi-laws that need to be reviewed and sent out 2 weeks before. Will be held virtually on Zoom and the possibility of having a SGM in February. AGM will be held December 29th. Lisa is to perform induction ceremony.
- b. **Round Table**
 - Callee** – Has decided to step down from the board.
 - Shawn** – Discussed the possibility of Crystal Seifried joining the board. Krista may be assuming the president roll. Michelle to maybe take on the Secretary position.
 - The Guide** – Will need to start planning this for the new year. Rosalind is willing to help out again with this process.
 - Michelle** – Received a quote for Stacey’s benefits. The board needs to review and decide how to move forward. There are 3 plans that were included.
 - Sharon** – Has the minutes and attendance from 2019 AGM and is working on budget and agenda for 2020 AGM.

Mount Forest District Chamber of Commerce
Balance Sheet As at Dec 31, 2020

011

ASSET**Current Assets**

Petty Cash	100.00	
Petty Cash OTF Community Ac...	0.00	
Cash Float - Fireworks Festival	0.00	
Shop WN Clearing	0.00	
Chequing Bank Account	46,974.75	
OTF Community Account	53,674.79	
Total Cash		100,749.54
Accounts Receivable	2,763.24	
Allowance for Doubtful Accounts	610.90	
Due from OTF Community Anim...	0.00	
Total Receivable		3,374.14
Prepaid Entertainment		7,995.00

Total Current Assets 112,118.68

Capital Assets

Office Furniture & Equipment		1,349.00
Computer Equipment		0.00
Building		338,820.60
Land		125,000.00

Total Capital Assets 465,169.60

TOTAL ASSET 577,288.28

LIABILITY**Current Liabilities**

Accounts Payable		28,059.19
BMO Mastercard 8295		0.00
Pre-Paid Rent - Unit A		1,043.95
Pre-Paid Rent - Unit C		728.00
Pre-Paid Rent - Unit D		750.00
CEBA Loan Payable		40,000.00
Vacation payable	-28.57	
Vacation Pay Clearing	28.57	
Total Vacation Payable		0.00
EI Payable	128.07	
CPP Payable	298.04	
Federal Income Tax Payable	318.69	
Total Receiver General		744.80
GST Charged on Sales	707.14	
GST Paid on Purchases	-633.66	
GST Adjustments	-169.76	
GST Owing (Refund)		-96.28
Deposits - Festival		3,900.00

Total Current Liabilities 75,129.66

Long Term Liabilities

Mortgage Payable		232,834.05
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Total Long Term Liabilities 232,834.05

TOTAL LIABILITY 307,963.71

EQUITY**Retained Earnings**

Retained Earnings - Previous Year		175,274.54
Investment in Capital Assets		56,641.58
Unrestricted Net Assets		55,413.39
Current Earnings		-18,004.94

Total Retained Earnings 269,324.57

Mount Forest District Chamber of Commerce
Balance Sheet As at Dec 31, 2020

012

TOTAL EQUITY	<u>269,324.57</u>
LIABILITIES AND EQUITY	<u><u>577,288.28</u></u>



Business | Succession Matching • Immigration • Youth • Women

MINUTES OF January 13th, 2021

Chair April called the Zoom Video-conference Meeting to order at 2:00pm

Attendees:	Rose Austin	Saugeen Economic Development Corporation
	April Marshall	Town of Hanover
	Dale Small	Township of Wellington North
	Belinda Wick-Graham	Town of Minto
	Laura Johnston	Municipality of West Grey
	Jamie Doherty	Saugeen Economic Development Corporation
	Kate Russell	Saugeen Connects

Absent:	Paulette Peirol	Municipality of Brockton
---------	-----------------	--------------------------

Agenda and Minutes of Previous meeting

- Minutes from the December 4th, 2020 meeting were accepted.

Business Arising/Action Items

- All business arising/action items were discussed during the course of the meeting

Newcomer Campaign

- April shared a report & statistics from Post Media group
 - 129 impressions as at end of November
 - 24 (19%) have gone to the website.
 - 1 has requested a newcomer package.
 - Post media will be asked to recommend next steps.
- Rose shared a copy of the Filipino paper where our Newcomer information is running.

Grey Bruce Farmers Week

- Saugeen Connects was a gold sponsor for the Grey Bruce Farmers Week and we had virtual booths on Jan 6th, 7th & 12th.
- It was pretty slow and not a lot of participation in our booth even though Kate did go post on other booths that we were available and what Saugeen Connects was offering.
- Unfortunately, our level of sponsorship did not cover face-to-face, so communication was only by chat/messaging.
- General view was it was good we supported Grey Bruce Farmers Week, but we really did not get much out of it.
- **ACTION:** Jamie will follow-up and ask for some statistics to share at next meeting

Business Resurgence Program

- Not specifically a Saugeen Connects program but Rose provided an update to the team.
 - To date has had pretty good uptake on some of the programs
 - Lots of info being shared but feels some businesses are in information over-load.
 - This program will be offered to businesses outside the SEDC area as well.



Business | Succession Matching • Immigration • Youth • Women

MINUTES OF January 13th, 2021

Succession Matching

- A special Saugeen Connects meeting will be scheduled with Alison/Succession Matching and it was agreed that mid/late February would be a good time frame for this.

RED Grant: Succession Planning webinars

- Kate had provided a detailed update prior to the meeting and this was reviewed.
- Succession Planning webinars have been organized, the speaker has been finalized and all municipalities are actively marketing and promoting.
- Agreement was reached that this webinar series would be opened up to participants from outside the Saugeen Connects area and Kate will confirm with Ian that he has no concerns with numbers.



with Ian Cubitt
your Business Transition Coach

Business SUCCESSION Planning Webinars

Attend “lunchtime learning” sessions from 12 Noon to 1:30 p.m.

Each FREE session builds on the previous, attend them all to receive a coupon code for successionmatching.com!

- Webinar 1 - Feb. 2, 2021: Choose a Positive Outcome Plan
- Webinar 2 - Feb. 9, 2021: Three Buckets of Business Transition
- Webinar 3 - Feb. 16, 2021: Secret Ingredients for SUCCESSION
- Webinar 4 - Feb. 23, 2021: Five Game Changers in Transition
- Webinar 5 - Mar. 2, 2021: Optional Paths to Succession Plans

REGISTER at saugeenconnects@sbdc.ca or call 519-799-5750 or 1-877-335-7332 (Toll free)

Find more information about our regional projects at saugeenconnects.com



RED Grant: A.W.E. Webinars

- A.W.E. webinars have been organized, the speakers finalized, and all municipalities can start to actively market and promote through our networks. No other formal marketing or promotion is required.
- These webinars will only be available to individuals in the Saugeen Connects area and will be limited to 20 attendees. Saugeen Connects partners can attend in addition to these 20.



Business | Succession Matching • Immigration • Youth • Women

MINUTES OF January 13th, 2021

- Rose is fine with the webinars however did voice concern about some speakers doing more than a couple webinars and that she was also hoping that we would have been able to record the webinars and provide them as a series on the future.
- Targeted groups will have first priority for attendance and then after that the Saugeen Connects partnership will decision and approve attendees.
- All attendees will be asked to complete an evaluation at the end of the series.
- **ACTION:** Kate to share a draft evaluation template at next meeting



Business | Succession Matching • Immigration • Youth • Women

"Lunchtime learning" Mondays
from 11 a.m. to 1 p.m. with

**Kristel
Manes**
Change
Management
Specialist



**Angela
Poirier**
Social
Media
Specialist



**Laura May
Culver**
Personal
Development
Coach



**Tessa
Kampen**
Business
Leadership
Trainer



A.W.E. Webinar Series

Entrepreneurial Skills & Business Leadership for Rural Women

January 25 to March 29, 2021

- Week 1 – Ideation: Map Your Next Steps
- Week 2 - Find Your Customers
- Week 3 - ABCs of Marketing
- Week 4 - Create a Positive Business Image
- Week 5 - Manage Your Cash Flow
- Week 6 - Digital Marketing 101
- Week 7 – Discover the Power of You!
- Week 8 - Breaking Barriers as a "Mompreneur"
- Week 9 - How to Be a Person of Influence
- Week 10 - Lead the Way Forward

**ATTEND
ALL SESSIONS
to receive
\$500
to overcome
barriers and invest
in your future!**

Email us at saugeenconnects@sbdc.ca for your application today!

Visit saugeenconnects.com for more info or call 519-799-5750 or toll free at 1-877-335-7332

We are happy to help you overcome any barriers to attending—let's talk!



RED Grant: A.W.E. Women's Day Keynote Speaker

- It was also agreed that we should approach Diane Crawford – Founder, Voyage Inc. and Mastermind Facilitator, Company of Women to be the guest speaker for the March 8, 2021 AWE Keynote speaker for International Women's Day
- **ACTION:** Kate to reach-out to Diane and advise the team.
- This keynote will be made available to participants outside the Saugeen Connects area.

Other Business

- Rose provided a budget update and shared the income statement and balance sheet.
- SEDC will be sending out invoices to the Saugeen Connects partners for 2021.
- SEDC will also be sending a letter out to the other municipalities within the SEDC area to see if anyone would like to join our Saugeen Connects partnership.



MINUTES OF January 13th, 2021

- Belinda encouraged everyone to register for EDCO which is being held virtually this year every Wednesday morning from January 20th – February 24th, 2021.
- April mentioned the Growing your Workforce Virtual Conference on February 9th & 10th.

Adjournment

- Meeting was adjourned at 2:30pm

As our next Saugeen Connects meeting date is Wednesday February 10th it was agreed that we would change the time of the meeting to 2:00pm – 4:00pm so as not to conflict with EDCO.

Dale will send an updated meeting request.

Safe Communities Wellington County Leadership Table Meeting

Microsoft Teams Meeting

9:30 a.m., November 18, 2020

In Attendance

Pasquale Costanzo, County of Wellington, Roads
Gregg Davidson, Wellington County Councillor
Angelle Eybel, Chair, Minto Safe Communities
Stephen Dewar, Guelph Wellington Paramedic Service
Karren Wallace, Township of Wellington North
Jessica Rowden, Upper Grand District School Board
Adrienne Crowder, Wellington Guelph Drug Strategy
Jensen Williams, Guelph-Wellington Women in Crisis
Sarah Bowers-Peter, Crimestoppers Guelph Wellington
Barb Evoy, Fergus Educational Services
Jessica Spina, Town of Erin
Blaine Burman, County of Wellington
Heather Lawson, County of Wellington EM
Quin Foerter, Town of Minto
Sara Bailey, Township of Puslinch
Cathy Sweeny, County of Wellington EM
Hurania Melgar, County of Wellington EM
Don Senek, Minto Safe Communities
Helen Edwards, Seniors Centre for Excellence
Karen Armstrong, Rural Wellington

Call to Order – Co-Chair Pasquale Costanzo called the meeting to order at 9:35 am.

II. Approval of Minutes – September 16, 2020 - It was Moved by Barb Evoy, Seconded by Karren Wallace that the minutes of the meeting held September 16, 2020 be approved. **CARRIED**

III. Presentation – Guelph Wellington Paramedic Service (10 minutes + Q & A)

- I. Prompted by Christine's visit to the Paramedic Station in Fergus, Christine saw the dashboard and thought it would be of interest to the Leadership Table
- II. Dashboard tells how many vehicles are available, including Community Paramedicine vans.
- III. Dashboard shows a countdown for calls, including a 30 minute drop off at a hospital providing time to drop off, stock up, clean up and get ready for the next call.
- IV. If we move an ambulance to a call, another ambulance may move to make sure there is centralized coverage.
- V. There are more ambulances on during the day, because there are more calls during the day.

IV. Business Arising

I. Safe Communities Day October 1, 2020 & October 22, 2020

- (1) It was amazing working with all of our partners to produce videos – Thank you!
- (2) Just under 600 students attended the day
- (3) Google meet not the greatest platform – Going forward with Microsoft Teams
- (4) Cathy Sweeney – Can we use the images and videos? For Copyright reasons, we have to request to use the videos – I will send the link.
- (5) Unable to record
- (6) If we have to be virtual next year, it will only be better and more successful as we learn about the technology.

II. Community Safety & Well Being Plan for Wellington County

- (1) We are well on our way to presenting to council and Police Services Board in January as the document is in the hands of the County right now.
- (2) We will, likely, print 1000. The focus will be on electronic distribution. Our website will have a summary without graphics.
- (3) We have not received a tonne of direction from the province with timelines, but we are just going to continue with our original timeline of January 2021.

III. Safe Communities Masks

- (1) We will have approximately 2500 masks. The original quotes were purchasing the 2 layer masks, but now we have received direction from our Health Unit to have a 3 layer mask with cotton, polypropylene, and polyester.
- (2) We will be distributing to the Townships, Safe Community Committees, various not-for-profits, including food banks, and shelters to increase equity across Wellington County.

IV. Google Forms Survey

- (1) Thank you everyone who participated in the survey – 18 people have responded
 - (a) Jessica Rowden would be very interested in talking about racism, anti black racism and oppression
 - (b) Sara Bowers-Peter to talk about CrimeStoppers in 2021
- (2) We welcome others to complete the survey or email Christine with their suggestions of what they want to hear
- (3) The survey indicated there is further interest in learning about Mental Health and Well Being, receiving up-to-date statistics, motor vehicle collisions across the county, and overall, learning what everyone else is doing in their respective groups and organizations.

V. Meeting Dates for 2021 (9:30 am)

- (a) January 20, 2021
- (b) March 24, 2021
- (c) May 19, 2021
- (d) June 16, 2021
- (e) September 15, 2021
- (f) November 17, 2021

V. New Business

- I. Co-Chair Election – one 2 year term
 - (1) Angelle Eybel nominated – Secunder – Helen Edwards
 - (2) No nominations from the floor
 - (3) Angelle Eybel is elected as Co-Chair Safe Communities Wellington County for a two year term.

VI. Reports from the Floor**I. Helen Edwards – Falls Action Group**

- i. November is Falls Prevention Month
 1. Advertisement in the WA and Community News – Story about life after falls and educating about exercise
 2. OT teaching about how to stay safe at home
 3. Party Line Program that does not have access to the internet
 4. Kinesiologist talking about the importance of exercise
- ii. Barb Lustgarten Evoy – Masks and Falling? Has there been any stats from falls of people – How to wear masks safely – not just covid, but protecting ourselves in our movement.
 1. Stephen – brought it to the paramedic team – how do we objectively measure the falls hazards in wearing a mask and/or glasses.
- iii. Starting an Action Group surrounding Covid Safety Measures – Barb is interested. Going forward with the Community Safety and Well-Being Plan, we should have a group to target these issues.
- iv. Gregg suggested Helen and the Seniors Centre for Excellence to take on the group. Barb suggested this may not have a focus on seniors. Would love a further discussion.
- v. Karen Armstrong – Public Health does not have the marketing materials surrounding falls caused by vision impairment from masks.
- vi. Karen Armstrong – Accessibility to the 3 layer masks – Working with community and social services, immigrant services, Women in Crisis, food banks etc.
 1. We will be providing masks to those populations
 2. Jess Rowden – Concerned in the school system – students who are living in the margins – low income families who are being creative with making masks from old tshirts that don't have the opportunity or means to purchase a 3 layer mask.

3. Angelle Eybel - if anyone is participating in the toy drives or donations – provide 3 layer masks
4. Helen Edwards – Children’s Foundation – delivering food boxes - I would like the larger amount of masks to go to those kids in need.

III. **Barb Evoy - Intentional Self Harm Action Group**

- a. Events are on hold – we are very much aware of zoom fatigue
- b. I am working with a spare program at the BHIVE – Diversity – Black Lives Matter, Trans
- c. Partnering and sharing what we are trying what we are doing – we want to make sure we highlight what we are all doing
- d. BHive – they want more youth involved and they want to hear their voices

IV. **Heather Lawson – Motor Vehicle Collision Action Group**

- e. In a holding pattern, because of Covid – Cathy Sweeney will be attending the meetings
- f. We are putting together a video along with Inspector Richardson’s video – I want to hear from all of you regarding your feedback on what you want to see in the video and if you are interested in taking part in the video. This is not just for the MVC Action Group, but a call out to others on the Leadership Table
- g. Everyone is doing a fantastic job at sharing on social media that variety of messages we are putting together.
- h. Sara Bailey – Snowmobile Safety
- i. Off Road Vehicles – What can we do to help educate – January 2021 regulations – off road vehicles will be allowed on all roads, unless the county, town, or cities opt out.
 - i. If it is piece meal, it would be difficult to enforce the boundaries.

V. **Sara Bailey – Puslinch Safe Communities**

- j. Held our first meeting last week – just starting the conversation

VI. **Helen Edwards – Mapleton Safe Communities**

- a. Still figuring out whether we are going to purchase Mapleton Safe Communities Masks – We would like more masks to go to the populations in need.

VII. **Don Senek - Minto Safe Communities**

- a. President of the Clifford Rotary Club – Vandalism at the Rotary Park – Issues, because the older adults in the area that do not want to report, because they are afraid there will be repercussions
- b. We suggested to call the non-emergency number and to call Crime Stoppers
- c. Pasquale Costanzo suggested they place information about the non-emergency number in the WA

5) **Adjournment @ 11:06 am**

The Next Leadership Table meeting is scheduled for Wednesday, January 20, 2021 at 9:30 a.m.



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of January 25, 2021
From: Darren Jones, Chief Building Official
Subject: CBO 2021-01 Building Permit Review Period Ending December 31st, 2020

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2021-01 being the Building Permit Review for the period ending December 31st, 2020.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2020-15 Building Permit Review Period Ending November 30th, 2020
2. CBO 2020-02 Building Permit Review Period Ending December 31st, 2019

BACKGROUND

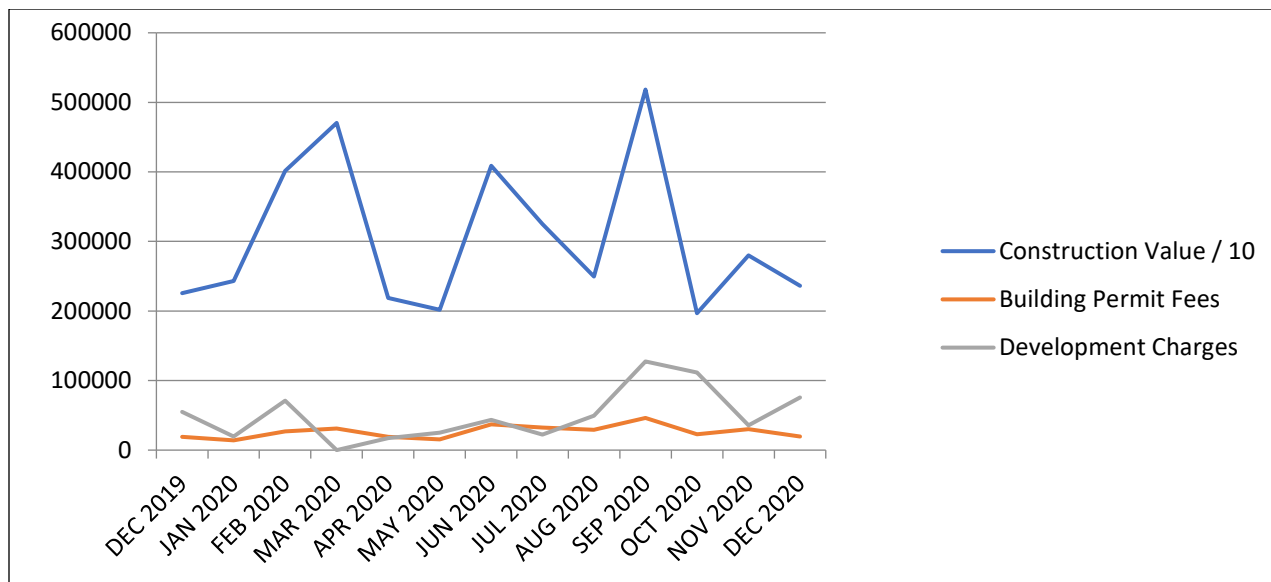
PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
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Single Family Dwelling	1	500,000.00	3,000.00	19,010.00
Multi Family Dwelling	2	1,800,000.00	12,520.00	55,004.00
Additions / Renovations	0	0.00	0.00	0.00
Garages / Sheds	0	0.00	0.00	0.00
Pool Enclosures / Decks	0	0.00	0.00	0.00

Commercial	1	4,000.00	312.00	0.00
Assembly	0	0.00	0.00	0.00
Industrial	1	50,000.00	3,172.00	1,530.40
Institutional	0	0.00	0.00	0.00
Agricultural	0	0.00	0.00	0.00
Sewage System	1	8,000.00	520.00	0.00
Demolition	0	0.00	0.00	0.00

Total December 2020	6	2,362,000.00	19,524.00	75,544.40
Total Year to Date	225	37,645,900.00	317,838.92	598,367.95

12 Month Average	19	3,125,325.00	27,009.75	49,864.03
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10 Year Monthly Average	8	1,368,260.00	14,986.68	31,070.07
10 Year, Year to Date Average	235	30,029,760.80	280,483.43	548,860.60

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



Staff Report

To: Mayor and Members of Council Meeting of January 25th, 2021

From: Dale Small,
Economic Development Officer

Subject: EDO 2021-002 Saugeen Connects Partnership

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive for information the Economic Development Officer report EDO 2021-002 being an update on our Saugeen Connects partnership.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

EDO 2019-026 Saugeen Connects Presentation to Wellington North Council

BACKGROUND

In March 2017, the Saugeen Economic Development Corporation and five municipalities, Brockton, Hanover, West Grey, Minto, and Wellington North, banded together in a partnership called "Saugeen Connects".

Our mission is to **collaborate** and positively impact area economic growth, support **youth retention and development**, support **growth and retention of businesses**, **integrate efforts to leverage immigrant attraction** and to support the **advancement of women** in our rural communities.

Each partner provides \$5,000 in funding on an annual basis as well as staff resources from the municipalities Economic Development Offices to support the projects generated through Saugeen Connects. As a partnership that runs across three County's we have also been very successful in receiving grant funding to further support our efforts:

- \$34,000 grant funding received in 2019 to support our **youth** Student Startup program & **business retention** through our partnership with successionmatching.com.
- \$19,250 in grant funding received in 2020 to again support **business retention** through Succession Planning and to support the **advancement of women** through a series of leadership and entrepreneurial webinars.

In 2019, the partnership was also the recipient of the Community Futures Ontario Award of Excellence for Community Economic Development.

The Saugeen Connects partnership is currently supporting a number of programs and there are three main programs that I wanted to bring to council's attention.

The Business Resurgence Program is offering free consulting for local small businesses. All businesses within the Saugeen Economic Development Corporation catchment area are eligible to receive this free consulting. Programs include:

BUSINESS BOOTCAMP

(BUSINESSES 1-5 YEARS OLD)



- Participants will receive 7- 1 hour (minimum) online Zoom training sessions
- The online training will cover 6 modules: Strategy, Sales and Marketing, Operations, Systems, People, Numbers, as well as a Summary Call
- Lifetime access to the online version of the Bootcamp which you can access at any time, along with downloadable workbooks, spreadsheets and templates
- Participants will also receive 2 hours of online personal business coaching



BUSINESS PROFIT OPTIMIZER

- Participants will receive between 6 and 10 – 30 minute personal online coaching calls
- The Optimizer Programs include a 117 questionnaire for each client, as well as a financial breakdown of the company
- Participants will be provided a recommendation report

BUSINESS ADVISOR

- Participants will receive 2 hours of targeted business advice – based on individual business needs
- The advice can include; business planning, growing existing businesses, government filing, market research, determining target markets, HR basics, employee relations, customer service, and sales



DIGITAL MARKETING COACH

- Participants will receive 5 hours of digital marketing coaching
- Participants must already have an established website and social media presence
- The digital marketing coach may provide some of the following: conduct a digital assessment with business to identify gaps in online presence, set up and access social media platforms, teach clients how to use social media platforms, assist in creation of digital marketing plan, discuss content creation and create a content calendar, as well as help you create templates for posts using apps like Canva and Hootsuite

BOOMERS PLUS

- Participants will receive 7-10 hours with an advisor, gaining targeted advice for their business
- The advisor will work with each participant to work on a specific goal for their business



The Business Succession Planning Webinar Series is a complimentary program that offers support to small businesses who are looking to conclude ownership and transition their business to someone else. It will also be of value to someone who is looking to grow their business to the next level through expanded ownership or co-ownership.

In a series of five free online webinars participants will get clarity on the best next steps in their business transition and will increase their ability to get the results they want. Each webinar builds on the next one and by attending all five participants will also receive a coupon code for free access to successionmatching.com.

For this series of lunchtime learning webinars, we can have unlimited registrations and although the program is sponsored and being delivered by Saugeen Connects, we have opened registration up to any business located in Wellington, Grey or Bruce County. Only businesses within the Saugeen Connects region however will be eligible to receive the coupon codes as these were purchased by the Saugeen Connects partnership.

Ian Cubitt, our facilitator, is a local Business Transition Coach. He has been a Chartered Professional Accountant for 15 years, but he does not do tax returns or financial statements. Ian's work is focused on coaching business owners through the financial and relationship tension as authority and business ownership changes. An overview of the webinar schedule and topics follows.



with Ian Cubitt
your Business Transition Coach

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Attend "lunchtime learning" sessions from 12 Noon to 1:30 p.m.

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REGISTER at saugeenconnects@sbdc.ca or call 519-799-5750 or 1-877-335-7332 (Toll free)

Find more information about our regional projects at saugeenconnects.com



The A.W.E. (Advancing Women Economically) Webinar Series will focus on rural women who are beginning new businesses, expanding current enterprises, or seeking to build their resiliency and recover in the current business climate. These women may also face barriers supported by social systems, be people with disabilities, be seniors or newcomers to Canada.

In a series of eleven free online webinars participants will get insight into a number of topics from a variety of presenters. By attending all ten sessions the attendees will also receive \$500 to help overcome any barriers they had by attending and or to invest in their business. As attendance is limited to 20 participants, we have an extensive screening mechanism to ensure those most in need are selected to participate in the webinars.



"Lunchtime learning" Mondays
from 11 a.m. to 1 p.m. with

**Kristel
Manes**
Change
Management
Specialist



**Angela
Poirier**
Social
Media
Specialist



**Laura May
Culver**
Personal
Development
Coach



**Tessa
Kampen**
Business
Leadership
Trainer



A.W.E. Webinar Series

Entrepreneurial Skills & Business Leadership for Rural Women

January 25 to March 29, 2021

- Week 1 – Ideation: Map Your Next Steps
- Week 2 - Find Your Customers
- Week 3 - ABCs of Marketing
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- Week 7 – Discover the Power of You!
- Week 8 - Breaking Barriers as a "Mompreneur"
- Week 9 - How to Be a Person of Influence
- Week 10 - Lead the Way Forward

**ATTEND
ALL SESSIONS**
to receive
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in your future!

Email us at saugeenconnects@sbd.ca for your application today!

Visit saugeenconnects.com for more info or call 519-799-5750 or toll free at 1-877-335-7332

We are happy to help you overcome any barriers to attending—let's talk!



A culminating AWE event - planned for International Women's Day (March 8, 2021) - will offer a virtual keynote address to women who registered for the webinars, or who are involved with the regional WOWSA (Women of Wellington Saugeen Area) group or are generally seeking to start or expand a business and thrive in the post-COVID-19 economy.

At the present time we are working through a number of guest speaker possibilities with a goal to have this finalized by the end of January. At that time, we will commence marketing and promotion of this event.

FINANCIAL CONSIDERATIONS

As previously indicated each Saugeen Connects partner provides \$5,000 in funding on an annual basis as well as staff resources to support the projects generated through Saugeen Connects.

In Wellington North, the annual funding and staff resources is included in the Economic Development Office operating budget.

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>



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of January 25th, 2021
From: Dale Small
Economic Development Officer
Subject: EDO 2021- 003 Arthur & Mount Forest Chamber of Commerce M.O.U.

RECOMMENDATION

THAT The Council of the Corporation of the Township of Wellington North receive report EDO 2021- 003 being a report on the Memorandum of Understanding with the Arthur and Mount Forest Chamber of Commerce.

AND FURTHER THAT the Mayor and Clerk are authorized to sign the Memorandum of Understanding.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

EDO 2018 - 016 dated April 23rd, 2018 Mount Forest Chamber of Commerce M.O.U.

EDO 2019 – 008 dated April 08th, 2019 Arthur & Mount Forest Chamber of Commerce M.O.U.

BACKGROUND

In 2018 we worked with the Mount Forest Chamber of Commerce to create a Memorandum of Understanding (M.O.U.) between the Chamber and the Township of Wellington North. Both parties recognized the strength and success of collaboration and cooperation and shared the view that this best practice was a great way to further strengthen the relationship and partnership between the Chamber and the Township.

The MOU developed in 2018 was subject to an annual review process and through the Economic Development Office, and in partnership with Councilor Hern, our designated council representative to the Chambers, a new MOU was created in 2019. At that time, we established a similar M.O.U. with the Arthur Chamber of Commerce. Both M.O.U.'s were for a two year term expiring on February 21st, 2021.

New M.O.U.'s were reviewed with the Chambers at their January Directors Meeting and are structured in a fairly clear and concise manner. They are not intended to be all inclusive but rather a document establishing guidelines for the process of developing and sustaining mutually understood roles and responsibilities regarding economic and business development activities in Wellington North.

Copies of the MOU's are attached to this report. They are structured as follows:

- Section One is an Overview of the agreement and covers the **Intent** of the MOU
- Section Two speaks to **Governance** responsibilities
- Section Three covers the **Financial** allocation of funds to the Chamber
- Section Four addresses **Partnership and Advocacy** and the value of collaboration
- Section Five details the **Relationship Management** and reporting requirements

With the exception of Section three both MOU's are very similar. We also recommend that similar to last time this MOU be for a two-year period to end in February 2023.

There is also a requirement for both parties to meet annually to review the partnership and MOU and should any revisions be requested they will be brought back to council at that time.

FINANCIAL CONSIDERATIONS

Township of Wellington North annual contributions are outlined in Section Three of the MOU

ATTACHMENTS

Attachment A: Arthur Chamber of Commerce M.O.U.

Attachment B: Mount Forest Chamber of Commerce M.O.U.

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>



MEMORANDUM OF UNDERSTANDING BETWEEN

Arthur and District Chamber of Commerce and the Township of Wellington North

THIS AGREEMENT, made and entered into this 22nd day of February 2021 by and between the **Township of Wellington North** (hereinafter referred to as WN), party of the first part and the **Arthur and District Chamber of Commerce**, (hereinafter referred to as the “Arthur CoC”) party of the second part shall be for a period of two years,

WHEREAS, WN is a contributor to Arthur CoC; 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 CoC to assist in business assistance and to support the Arthur CoC in delivering on their goal to be a sustainable & relevant organization that delivers excellent value for its members”; and

WHEREAS, the Arthur CoC and WN have agreed to form a partnership for the purposes of promoting business interests for the Northern Wellington community; and

WHEREAS, the parties hereto are committed to a strong and viable economic development program;

NOW THEREFORE, for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed as follows:

Section One. Intent

1.1 The Township of Wellington North and Arthur Chamber of Commerce recognize the strength and successes of collaboration and cooperation and are partners, along with the Arthur Business Improvement Association and the Mount Forest & District Chamber of Commerce, in the process of shaping Wellington North’s economic development and business environment and ultimately, its quality of life.

1.2 It is the intent of this document to reflect a formalized cooperative agreement between the two parties and further the business climate in Wellington North in an efficient and effective manner.

1.3 This memorandum identifies the scope of the partnership between WN and the Arthur CoC. This document is not intended to be all-inclusive but rather a document establishing guidelines for the process of developing and sustaining mutually understood roles and responsibilities regarding economic and business development activities in WN.

Section Two. Governance

- 2.1 The Council of the Township of Wellington North will appoint one council member to be a non-voting member of the Arthur CoC Board of Directors. The Arthur CoC will ensure a full copy of the Board of Directors agenda package is provided to the council representative prior to all Arthur CoC Director Meetings.
- 2.2 Verbal reports and a general update on Municipal and Council activities will be provided by the council representative at Arthur CoC Director Meetings.
- 2.3 The Economic Development Officer will attend all Arthur CoC Director Meetings, in a non-voting capacity, and will provide written EDO reports, one week prior to the Directors meeting, to be distributed to all Directors as part of the agenda package.
- 2.4 The Economic Development Officer will provide the Deputy Clerk of the Township with copies of Arthur CoC Director Meeting minutes and financial reports to be inserted into a council agenda package and shared with all council members.
- 2.5 Additional ad hoc and standing Joint Taskforces and committees may be created between the Township of Wellington North and Arthur CoC by mutual agreement of the parties.
- 2.6 WN recognizes and supports the Arthur CoC mission to serve as the Voice of Business committed to the enhancement of economic prosperity and quality of life in Arthur and surrounding area.”
- 2.7 Arthur CoC recognizes and supports the Township of Wellington North strategic plan and vision statement of *“The Township of Wellington North will continually strive to provide the best service(s) possible, within the available resource base, with a focus on proactively identifying and meeting key community needs, investing in our team, and communicating broadly with ratepayers, residents and visitors”*

Section Three. Finance/Resources

- 3.1 In 2021 and 2022 The Township of Wellington North will allocate an investment of \$9,500.00 to the Arthur CoC. This investment is in recognition of the following:
- \$1,500 in support of Arthur CoC shop local marketing & advertising programs
 - \$ 500 in support of the Arthur Chamber Annual General Meeting & Service Excellence Awards
 - Includes sponsorship of the Corporate Citizen of the Year Award
 - \$7,500 (\$625/month) for the rent-free & utility-free use of the building at 146 George Street in Arthur
- 3.2 The Township of Wellington North will allocate \$2,000 to Arthur CoC before May 1st, 2021 and May 1st, 2022, to correspond to Fiscal Year 2021 & 2022. The rent free and utility free arrangement will continue for the next two years.
- 3.3 WN may allocate additional funds towards specified programs offered by the Arthur CoC and these requests should be directed to either the council representative or the Economic Development Officer.
- 3.4 Arthur CoC is also eligible to apply for additional funding through other municipal programs such as the annual Grants & Donations process, Community Improvement Program, etc.

Section Four. Partnership and Advocacy

4.1 Recognizing the value in unified messaging, WN and Arthur CoC will work collaboratively to share the vision and goals of the Township consistent with the Municipal Strategic Plan and Arthur CoC Strategic Plan.

4.2 Arthur CoC, the Township of Wellington North along with the Arthur BIA shall collectively be responsible for marketing and branding Arthur as well as WN as a pro-business destination, including defining its economic vision and image, ensuring that the messaging reflects the established marketing/branding strategy.

4.3 Arthur CoC and WN agree to work collaboratively in implementing the Township of Wellington North Community Growth Plan as adopted by the Township of Wellington North on February 26th, 2018.

4.4 Arthur CoC and WN agree to work collaboratively with the Arthur BIA in the execution of the Arthur Streetscaping enhancements and the Arthur Connecting Link Project, as approved by WN council on Dec 14th, 2020.

Section Five. Relationship Management

5.1 To maintain an open and beneficial working relationship, Arthur CoC and the Township of Wellington North will engage in regular meetings and updates on progress. It is also acknowledged that at least one joint meeting a year should take place with the Directors of both Chambers and elected officials and staff of WN. A similar meeting should also take place with the Directors of the Arthur BIA>

5.2 Arthur CoC shall provide an annual financial report to the Township's assigned council representative.

5.3 WN through the EDO and assigned board member will provide monthly updates to Arthur CoC including any municipal led initiatives affecting business and economic development.

Both parties agree to meet annually to review the partnership and report as appropriate to the Township of Wellington North and the Arthur Chamber of Commerce. A new Memorandum of Understanding will be completed in February 2023.

_____	Bonnie McIntosh	_____
Treasurer	Name	Date
_____	Tom Gorecki	_____
President	Name	Date
Arthur Chamber of Commerce		
_____	Karren Wallace	_____
Clerk	Name	Date
_____	Andy Lennox	_____
Mayor	Name	Date
Township of Wellington North		

ATTACHMENT B: MOUNT FOREST CHAMBER MEMORANDUM OF UNDERSTANDING**MEMORANDUM OF UNDERSTANDING BETWEEN****Mount Forest and District Chamber of Commerce and the Township of Wellington North**

THIS AGREEMENT, made and entered into this 22nd day of February 2021 by and between the **Township of Wellington North** (hereinafter referred to as WN), party of the first part and **Mount Forest and District Chamber of Commerce**, (hereinafter referred to as the “MFCoC”) party of the second part shall be for a period of two years,

WHEREAS WN is a contributor to MFCoC; 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 MFCoC to assist in business assistance and to support the MFCoC in delivering on Priority # 2 of their Strategic Plan *“To be the model of good governance ensuring a sustainable & relevant organization that delivers excellent value for its members”*; and

WHEREAS MFCoC and WN have agreed to form a partnership for the purposes of promoting business interests for the Northern Wellington community; and

WHEREAS the parties hereto are committed to a strong and viable economic development program.

NOW THEREFORE, for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed as follows:

Section One. Intent

1.1 The Township of Wellington North and Mount Forest Chamber of Commerce recognize the strength and successes of collaboration and cooperation and are partners, along with the Mount Forest Business Improvement Association and the Arthur & District Chamber of Commerce, in the process of shaping Wellington North’s economic development and business environment and ultimately, its quality of life.

1.2 It is the intent of this document to reflect a formalized cooperative agreement between the two parties and further the business climate in Wellington North in an efficient and effective manner.

1.3 This memorandum identifies the scope of the partnership between WN and MFCoC. This document is not intended to be all-inclusive but rather a document establishing guidelines for the process of developing and sustaining mutually understood roles & responsibilities regarding economic and business development activities in WN.

Section Two. Governance

- 2.1 The Council of the Township of Wellington North will appoint one council member to be a non-voting member of the MFCoC Board of Directors. The MFCoC will ensure a full copy of the MFCoC Board of Directors agenda package is provided to the council representative prior to all MFCoC Director Meetings.
- 2.2 Verbal reports and a general update on Municipal and Council activities will be provided by the council representative at MFCoC Director Meetings.
- 2.3 The Economic Development Officer (EDO) will attend all MFCoC Director Meetings, in a non-voting capacity, and will provide written EDO reports, one week prior to the Directors meeting, to be distributed to all Directors as part of the agenda package.
- 2.4 The EDO will provide the Deputy Clerk of the Township with copies of MFCoC Director Meeting minutes to be inserted into a council agenda package and shared with all council members.
- 2.5 Additional ad hoc and standing Joint Taskforces and committees may be created between the Township of Wellington North and MFCoC by mutual agreement of the parties.
- 2.6 WN recognizes and supports the MFCoC 2016 – 2020 Strategic Plan and supports its Mission Statement *“To serve as the Voice of Business & community groups committed to the enhancement of economic prosperity and quality of life in Mount Forest and surrounding area.”*
- 2.7 MFCoC recognizes and supports the Township of Wellington North strategic plan and vision statement of *“The Township of Wellington North will continually strive to provide the best service(s) possible, within the available resource base, with a focus on proactively identifying and meeting key community needs, investing in our team, and communicating broadly with ratepayers, residents and visitors”*

Section Three. Finance/Resources

- 3.1 In 2021 and 2022 The Township of Wellington North will allocate an investment of \$6,865.00 to MFCoC. This investment is notionally allocated to cover the following:
- \$1,500 in support of MFCoC shop local marketing & advertising programs
 - \$ 500 in support of MFCoC Annual General Meeting & Service Excellence Awards
 - Includes annual sponsorship of Corporate Citizen of the Year Award
 - \$2,500 in support of the Mount Forest Fireworks Festival
 - Grants & Donations application must be completed & submitted each year by March 31st
 - \$2,365 representing the municipal rebate on the MFCoC property tax bill
- 3.2 The Township of Wellington North will allocate \$2,000 to MFCoC before May 1st, 2021 and May 1st, 2022, to correspond to Fiscal Year 2021 & 2022.
- 3.3 WN may allocate additional funds towards specified programs offered by the MFCoC and these requests should be directed to either the council representative or the Economic Development Officer.
- 3.4 MFCoC is also eligible to apply for additional funding through other municipal programs such as the annual Grants & Donations process, Community Improvement Program, etc.

Section Four. Partnership and Advocacy

4.1 Recognizing the value in unified messaging, WN and MFCoC will work collaboratively to share the vision and goals of the Township consistent with the Municipal Strategic Plan and MFCoC Strategic Plan.

4.2 MFCoC, the Township of Wellington North along with the Mount Forest BIA shall collectively be responsible for marketing and branding Mount Forest as a pro-business destination, including defining its economic vision and image, ensuring that the messaging reflects the established marketing/branding strategy.

4.3 MFCoC and WN agree to work collaboratively in implementing the Township of Wellington North Community Growth Plan as adopted by the Township of Wellington North on February 26th, 2018.

Section Five. Relationship Management

5.1 To maintain an open and beneficial working relationship, MFCoC and the Township of Wellington North will engage in regular meetings and updates on progress. It is also acknowledged that at least one joint meeting a year should take place with the Directors of both Chambers and elected officials and staff of WN. A similar meeting should also take place with the Directors of the Mount Forest BIA.

5.2 MFCoC shall provide an annual financial report to the Township's assigned council representative.

5.3 WN through the EDO and assigned board member will provide monthly updates to MFCoC including any municipal led initiatives affecting business and economic development.

Both parties agree to meet annually to review the partnership and report as appropriate to the Township of Wellington North and the Mount Forest Chamber of Commerce. A new Memorandum of Understanding will be completed in February 2023.

_____	Michelle Van Essen	_____
Secretary	Name	Date
_____	Krista Blenkhorn	_____
President	Name	Date
Mount Forest Chamber of Commerce		
_____	Karren Wallace	_____
Clerk	Name	Date
_____	Andy Lennox	_____
Mayor	Name	Date
Township of Wellington North		

1/20/21

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
76702	Abell Pest Control Inc	1/07/21	\$66.92
76703	Arthurs Fuel	1/07/21	\$1,177.86
76704	Bluewater Fire & Security	1/07/21	\$51.42
76705	Broadline Equipment Rental Ltd	1/07/21	\$1,907.62
76706		1/07/21	\$184.00
76707	Canadian Tire #066	1/07/21	\$234.86
76708	CDW Canada Corp	1/07/21	\$3,943.14
76709	Chalmers Fuels Inc	1/07/21	\$3,939.54
76710		1/07/21	\$88.57
76711		1/07/21	\$475.00
76712	Cotton's Auto Care Centre	1/07/21	\$158.14
76713	Dependable Emergency Vehicles	1/07/21	\$1,491.87
76714	Duncan, Linton LLP, Lawyers	1/07/21	\$2,224.78
76715	Horrigan Overhead Doors 2019	1/07/21	\$101.70
76716	Hydro One Networks Inc.	1/07/21	\$2,728.73
76717	Ivan Ireland Backhoe	1/07/21	\$508.50
76718	JD Mobile Repair Service	1/07/21	\$1,017.82
76719	Kurt Penwarden Tree Services	1/07/21	\$706.25
76720	Letco Limited	1/07/21	\$14,788.88
76721	McGill Plumbing, Heating & Air	1/07/21	\$10,559.85
76722		1/07/21	\$200.00
76723		1/07/21	\$224.00
76724	R. J. Burnside & Assoc. Ltd.	1/07/21	\$5,364.68
76725		1/07/21	\$33.03
76726		1/07/21	\$179.57
76727	Suncor Energy Inc.	1/07/21	\$9,721.85
76728	Trevor Roberts Auto Repair	1/07/21	\$379.56
76729	Twp of Wellington North	1/07/21	\$598.90
76730	Enbridge Gas Inc.	1/07/21	\$3,081.02
76731	Waste Management	1/07/21	\$1,037.34
76732	Water Concepts	1/07/21	\$655.40
76733	Wellington Advertiser	1/07/21	\$1,689.73
76734	Wightman Telecom Ltd.	1/07/21	\$311.17
76736	Young's Home Hardware Bldg Cen	1/07/21	\$187.97
EFT0001416	ABC Recreation Ltd.	1/07/21	\$7,530.72
EFT0001417	ACE, Accent Electronic Control	1/07/21	\$228.83
EFT0001418	Agrisan SC Pharma	1/07/21	\$4,764.61
EFT0001419	A J Stone Company Ltd.	1/07/21	\$4,520.00
EFT0001420	APC Mount Forest	1/07/21	\$31.24
EFT0001421	Arthur Home Hardware Building	1/07/21	\$245.42

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0001422	B. Richardson Transport Ltd.	1/07/21	\$522.14
EFT0001423	B M Ross and Associates	1/07/21	\$2,678.35
EFT0001424	Canada's Finest Coffee	1/07/21	\$13.90
EFT0001425	CARQUEST Arthur Inc.	1/07/21	\$89.77
EFT0001426	Cedar Signs	1/07/21	\$307.70
EFT0001427	CIMA Canada Inc.	1/07/21	\$16,933.05
EFT0001428	Cimco Refrigeration	1/07/21	\$617.26
EFT0001429	CMT Engineering Inc.	1/07/21	\$1,541.34
EFT0001430	Coffey Plumbing, Div. of KTS P	1/07/21	\$3,269.09
EFT0001431	Cordes Enterprise	1/07/21	\$2,564.22
EFT0001432	County of Wellington	1/07/21	\$770.00
EFT0001433	CW AND COMPANY	1/07/21	\$514.15
EFT0001434	David Carson Farms & Auction S	1/07/21	\$500.00
EFT0001435	Central Square Canada Software	1/07/21	\$364.43
EFT0001436	Eric Cox Sanitation	1/07/21	\$20,449.35
EFT0001437	Excel Business Systems	1/07/21	\$172.01
EFT0001438		1/07/21	\$247.02
EFT0001439	Fire Marshal's Public Fire Saf	1/07/21	\$292.83
EFT0001440	FOXTON FUELS LIMITED	1/07/21	\$484.03
EFT0001441	Frey Communications	1/07/21	\$317.30
EFT0001442	Hort Manufacturing (1986) Ltd.	1/07/21	\$739.02
EFT0001443	Ideal Supply Inc.	1/07/21	\$51.37
EFT0001444	Innovative Surface Solutions C	1/07/21	\$3,124.50
EFT0001445	International Trade Specialist	1/07/21	\$709.96
EFT0001446	J J McLellan & Son	1/07/21	\$780.42
EFT0001447	JOB-INC Electric	1/07/21	\$1,073.50
EFT0001448	M & L Supply, Fire & Safety	1/07/21	\$2,762.71
EFT0001449	Maple Lane Farm Service Inc.	1/07/21	\$1,132.19
EFT0001450	Marcc Apparel Company	1/07/21	\$113.00
EFT0001451	Moorefield Excavating Limited	1/07/21	\$263,713.50
EFT0001452	Ontario One Call	1/07/21	\$133.59
EFT0001453	Ont Clean Water Agency	1/07/21	\$13,891.12
EFT0001454	Parks and Recreation Ontario	1/07/21	\$395.50
EFT0001455	PETRO-CANADA	1/07/21	\$3,192.76
EFT0001456	Print One	1/07/21	\$5.65
EFT0001457	Purolator Inc.	1/07/21	\$46.94
EFT0001458	Reeves Construction Ltd	1/07/21	\$23,450.66
EFT0001459	Robert Gibson Consulting Servi	1/07/21	\$2,947.83
EFT0001460	Rural Routes Pest Control Inc.	1/07/21	\$84.75
EFT0001461	Sanigear	1/07/21	\$413.81
EFT0001462	Saugeen Community Radio Inc.	1/07/21	\$1,967.33
EFT0001463	SGS Canada Inc.	1/07/21	\$767.27
EFT0001464	Stephen Hale	1/07/21	\$1,497.25
EFT0001465	Terryberry	1/07/21	\$643.60
EFT0001466	Tri-Mech Inc.	1/07/21	\$321.62
EFT0001467	Peavey Industries LP	1/07/21	\$288.35

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0001468	Viking Cives Ltd	1/07/21	\$77.30
EFT0001469	Wellington Construction Contra	1/07/21	\$265,373.14
EFT0001470	Wellington Produce Packaging L	1/07/21	\$2,500.00
EFT0001471	Wellington North Power	1/07/21	\$59,950.57
EFT0001472	Yake Electric Ltd	1/07/21	\$605.34
76737	Abell Pest Control Inc	1/14/21	\$66.92
76738	Cedar Creek Tools	1/14/21	\$853.09
76739	Compass Minerals Canada	1/14/21	\$10,474.95
76740	KLAAS SWAVING LTD.	1/14/21	\$84.75
76741	Kronos Canadian Systems Inc.	1/14/21	\$1,130.01
76742	Royal Bank Visa	1/14/21	\$16,848.33
76743	Sterling Backcheck Canada Corp	1/14/21	\$104.53
76744	Suncor Energy Inc.	1/14/21	\$2,845.30
76745	Township of Centre Wellington	1/14/21	\$1,330.84
76746	Enbridge Gas Inc.	1/14/21	\$4,496.15
76747	Wellington Catholic Dist Sch B	1/14/21	\$38,985.61
76748	Young's Home Hardware Bldg Cen	1/14/21	\$89.18
EFT0001473	Arthur Home Hardware Building	1/14/21	\$77.37
EFT0001474	Bailey Repair Services	1/14/21	\$211.11
EFT0001475	B M Ross and Associates	1/14/21	\$4,366.45
EFT0001476	Cedar Signs	1/14/21	\$362.55
EFT0001477	Conseil scolaire catholique Mo	1/14/21	\$1,387.92
EFT0001478	County of Wellington	1/14/21	\$152,785.63
EFT0001479	DeBoer's Farm Equipment Ltd.	1/14/21	\$37.84
EFT0001480	International Trade Specialist	1/14/21	\$219.14
EFT0001481	Conseil Scolaire Viamonde	1/14/21	\$1,528.06
EFT0001482	Lystek International Inc.	1/14/21	\$8,187.88
EFT0001483	North Wellington Co-op Service	1/14/21	\$3,258.18
EFT0001484	Ont Clean Water Agency	1/14/21	\$29,762.29
EFT0001485	Reeves Construction Ltd	1/14/21	\$3,767.25
EFT0001486	Terryberry	1/14/21	\$2,031.81
EFT0001487	Upper Grand Dist School Board	1/14/21	\$118,018.06
EFT0001488	Wellington North Power	1/14/21	\$11,268.66
EFT0001489	Yake Electric Ltd	1/14/21	\$539.35
Total :			\$1,207,862.19

QUARTER FOUR UPDATE 2020



HIGHLIGHTS....

COMPLETED PROJECTS.....	1
PERSONNEL.....	1
TRAINING	1
COVID19.....	2
STATISTICS	2
CONTACTS.....	3

COMPLETED PROJECTS

- Health and Safety committee has been established and has met once. The committee is starting the process of reviewing all policies and guidelines relating to health and safety.
- Training committee has been established and has created a calendar for 2021. All practices are scheduled for 2021 using a variety of delivery methods and fire related topics.
- Each hall decorated their station with outdoor lights to boost community spirits. Firefighters had fun with this project. Extra credit was given to the stations if they were able to incorporate some sort of firefighter or fire safety theme.
- The first budget as the new management team was created. The implementation of projects identified in the 2021 budget has started.

PERSONNEL

RECRUITMENT

- Hired 8 new recruits (4 for each station) who begin recruit training with the County in the first quarter of 2021.
- We are almost at our goal of 25 total firefighters for each station. For 2021, there will be 5 duty crews per station to assist with dividing up the workload at each station.

PROMOTIONS

- Greg Brunkard was promoted to District Chief at the Arthur Station
- Eric Green was promoted to Captain at the Arthur Station
- Brad Stark was promoted to Training Officer at the Arthur Station

TRAINING

- 2021 Calendar created and distributed to all firefighters
- Various firefighters have signed up for numerous courses throughout 2021. Many courses are set to be delivered in house to better align with firefighter work or personal schedules. These courses are taught using local instructors and in our own facilities. As a result, there is no need to send firefighters to the Fire College in Gravenhurst anymore.
- Topics Covered this fall at practice sessions:
 - Pumper Operations
 - Firefighter Agility
 - Forcible Entry techniques
 - Hazardous Materials
 - Incident Command
 - Search and Rescue
 - Hose Advancement

COVID19

- Training was shut down again for the last half of December and all of January. We have started moving to online training for January to keep the firefighters engaged and learning.
- Coveralls are in and are getting embroidered. They will be in service shortly, which will save us having to buy more disposable coveralls. Most of our PPE for COVID related responses is now reusable which means we no longer have to worry about equipment and personal protective equipment shortages.

STATISTICS

OCTOBER

- Total incidents: 17
 - Medicals: 5
 - Alarms: 2
 - Fires (includes vehicle, grass, structure): 3
 - Motor vehicle collisions: 5
 - Other: 2
 - 2 station responses: 3

NOVEMBER

- Total incidents: 31
 - Medicals: 9
 - Alarms: 7
 - Fires (includes vehicle, grass, structure): 4
 - Motor vehicle collisions: 5
 - Other: 6
 - 2 station responses: 3

DECEMBER

- Total incidents: 16
- Medicals: 1
- Alarms: 8
- Fires (includes vehicle, grass, structure): 3
- Motor vehicle collisions: 3
- Other: 1
- 2 station responses: 1

CONTACTS

If you have any questions related to the information outlined in this update, please do not hesitate to contact our team:

Chris Harrow
Director of Fire Services
T: 519-503-9545 e:charrow@wellington-north.com

Marco Guidotti
Deputy Chief
T: 519-323-1441 e: mguidotti@wellington-north.com

Callise Loos
Deputy Chief
T: 519-497-2502 e: cloos@wellington-north.com



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of January 25, 2021

From: Matthew Aston, Director of Operations

Subject: OPS 2021-003 Award of the Design and Replacement of the Arthur OptiMrs Playground

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report OPS 2021-003 being a report on the award of the design and replacement of the OptiMrs Playground in Arthur;

AND FURTHER THAT Council award the request for proposal (RFP 2020-010) to Park N Play Design at a cost of \$120,000 plus applicable taxes.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2020 Capital Budget

BACKGROUND

The request for proposal for the design and replacement of the OptiMrs Playground in Arthur was advertised on the Township's website starting October 16, 2020, and closed December 4, 2020. The OptiMrs Playground is located at 158 Domville Street in Arthur.

The Township received three submissions that were compliant with the RFP prior close: ABC Recreation, Park N Play Design and OpenSpace Solutions. Submissions were assessed by Township staff based on criteria established within the RFP document:

Criteria	Points
Adherence to the RFP Document	25
Experience / History / References	15
Ease of Serviceability / Maintenance / Warranty	10
Schedule	10
Cost	40
Total	100

The following were the scores assigned to each compliant submission:

Company Name	Estimated Cost	Assigned Points
ABC Recreation	\$119,812.68	88
Park N Play Design	\$120,000.00	91
Open Space	\$116,221.00	88

Township staff have also spoke with several municipalities in Ontario that have worked with Park N Play Design in the past and have no concern with Park N Play Design being the bidder recommended from award.

If the recommendation, as proposed in this report, is approved, Township staff plan to bring Park N Play Design concepts to Recreation, Parks and Leisure Committee to consider and determine the approved design, of the three concepts submitted, for implementation.

FINANCIAL CONSIDERATIONS

2020 Capital Budget allocated \$120,000 for this project, plus applicable taxes.

ATTACHMENTS

NA

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

The replacement playground will provide a service level increase for the users on this community amenity including increased accessibility and modern concepts related to child play, learning and development.

Prepared By:	Matthew Aston, Director of Operations	<i>Matthew Aston</i>
	Mandy Jones, Community Recreation Coordinator	<i>Mandy Jones</i>
	Tom Bowden, Manager of Recreation Services	<i>Tom Bowden</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of January 25, 2021
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: CLK 2021-002 being a report on Clerk's Department 2020 year end review

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive for information Report CLK 2021-002 being a report on Clerk's Department 2020 year end review.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2020-001 being a report on Clerk's Department 2019 year end review
 CLK 2019-002 being a report on Clerk's Department 2018 year end review
 CLK 2018-008 being a report on Clerk's Department 2017 year end review
 CLK 2017-004 being a report on the Clerk's department 2016 year end review
 CLK 2016-005 Admin & Finance being a report on Clerk's Dept 2015 year end review.

BACKGROUND

In January 2020, the Clerk's department was comprised of two full time employees including the Director of Legislative Services/Clerk and Deputy Clerk. Additionally there were two Administrative Support Coordinators, one being a full time position and the other a contract employee who worked for the Clerk's Department and Recreation (50/50 split).

At the end of 2019 it was recognized the positions were not fully sharing duties 50/50 but with the implementation of a new recreation software, Perfect Minds, the shared duties should be fully operational by June 2020. However in March 2020, when the COVID-10 pandemic began, the contract position was not extended.

Crossing guards fall under the purview of the Clerk's department and there are currently 4 guards in Mount Forest and 2 guards in Arthur. One position became vacant in Mount Forest which was filled. There are two back up positions one in Mount Forest and one in Arthur and this has resulted in fewer absences from crossings. In March the Province closed the schools and they did not reopen until September 2020, leaving the crossing guards without work.

The Clerk's department manages the Mount Forest Cemetery with the Roads Foreman conducting the actual burials and maintenance.

The Clerk's department works closely with all departments to ensure continuity of service and to provide assistance as required including Finance, Fire, Building, Economic Development and Operations.

Members of the Clerk's department also sit on the Joint Health & Safety Committee and Wellness Committee. The Clerk also acts as a member Municipal Emergency Control Group.

The Clerk's department is responsible for

- inventory/office supplies for all departments
- Council support
- telephones, faxes, printers and copiers
- welcome packages
- water sample bottles
- vital statistics, marriage, death
- canine control
- blue box distribution
- cemetery
- records management
- livestock claims
- animal control
- lottery licensing
- support as required to building, fire, operations, economic development, finance
- civic addressing
- burn permits

Attached as Schedule "A" is a listing of the daily activities and metrics provided by the Clerk's department in 2020.

The Clerk's department completed these special projects in 2021:

COVID 19

An emergency was declared by Wellington North on March 23, 2020 due to COVID 19. As a result of the ongoing world wide pandemic, there were 27 Emergency Control Group meetings to December 31, 2020, primarily on the TEAMS platform.

Additionally the Clerk's department amended the Council procedure by-law to provide for remote meetings with a companion document being the Electronic Council and Committee Meeting Policy. As well, ZOOM technology was implemented. In consultation with all Department Heads, the Wellington North COVID 19 Policy was developed by the Clerk's department.

The Township of Wellington North was well positioned to adapt to the challenges that COVID brought. The Manager of Human Resources had docuSign in place in late 2019 which ensured minutes, by-laws and agreements, etc. could be signed. DocuPet was implemented in 2019 which enabled dog licenses to be issued electronically as opposed to having to attend in person at the office.

Business Improvement Area Procedure By-laws

In consultation with the Economic Development Officer, the Clerk's department drafted procedure by-laws for the Arthur and Mount Forest BIA's and provided training to both groups.

New Horizon's Grant

The Clerks' department together with Human Resources, Economic Development and Recreation continued with the 2019 grant \$25,000 for Seniors Helping Seniors through Technological Change and Modernization. The objective was to remove barriers, increase participation and educate safe online practices by offering a series of peer-led training and support to seniors.

In 2020, due to COVID-10, Wellington North received notice to use funding previously received through the community-based stream to provide immediate and essential services to seniors impacted by COVID-19. As a result, iPads and cases were delivered to

- Royal Terrance Palmerston
- Caessant Care, Harriston
- Caessant Care, Arthur
- Birmingham Retirement Community, Mount Forest
- Strathcona Long Term Care, Mount Forest

As well the Arthur Foodbank and Community Pantry each received \$2,500.00 and \$5,000.00 was provided to the Seniors Centre for Excellence to support messaging and to provide information to seniors regarding how to care for themselves during the pandemic.

Cemetery

In 2019 the Wellington North Cultural Roundtable took on the project of recruiting volunteers to photograph all the headstones and markers to add to the Find A Grave website. This was completed in 2020. Having these listings on Find a Grave assists individuals in genealogy research and reduces staff time spent assisting with this research and searching for information.

Door to Door Sales strategy

The Clerk's office has continued with the implementation of the strategy outlined in report CLK 2018-030 with regular twitter, Instagram and Facebook posts. The direct outreach to seniors groups and organizations did not take place due to COVID.

PIN Volunteer Network

In the Fall of 2019, The Township of Wellington North (TWN) contracted PIN to assist in exploring volunteer engagement in TWN by conducting research to better understand volunteer engagement within the Township. Throughout 2020, the Clerks' department together with Human Resources, Economic Development and Recreation conducted a survey and held focus groups. A presentation was made to Council in September, 2020 about the results of this research. On December 15, 2020 the PIN network and staff met to discuss the final report.

FINANCIAL CONSIDERATIONS

There are no financial implication in receiving this report.

STRATEGIC PLAN 2019 – 2022

Which priority does this report support?

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

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

SCHEDULE A

ITEM	MEASURE					
	2015	2016	2017	2018	2019	2020
CEMETERY						
Registration of Deaths	193	175	164	137	124	138
Burial Permits (2020 Aug-Dec)	149	115	34	0	0	62
Lot transfers	5	3	6	5	2	5
Standard plot sale	23	38	11	12	7	11
Niche/Columbarium sale			7	11	5	4
Burials/Inurnments						
• Columbarium	65	8	9	11	11	6
• Standard burial		26	21	19	13	15
• Cremated remains standard plot		19	16	23	12	6
• Winter storage		9	6	12	8	11
Cemetery research (hrs)	35	40	60	52	25	27
Burn Permits issued	235	345	308	372	493	596
Dog licenses issued WN	522	762	2188	1,846	1558	609
Dog licenses issued Docupet					91	923
Civic Addresses		46	25	35	53	26
Lottery licenses issued/reported	37	23	26	28	22	46
Marriage licenses issued	43	38	28	38	26	10
Livestock Claims	8	9	2	4	6	2
Temporary Road closures				15	20	9
By-laws	99	104	98	115	124	104
Clerk reports	68	85	55	58	37	21

MEETINGS AGENDAS/MINUTES/ADMIN SUPPORT					
	2016	2017	2018	2019	2020
Council	26	28	29	22	23
Closed	9	14	11	12	15
Recreation Committee	6	6	4	7	7
Com of Adjustment	4	8	7	4	9
Public Meetings	5	12	9	9	7
Cultural Roundtable	10	8	7	9	4
Court of Revision	3	3	2	nil	2
Aquatic & Fundraising Committee			5	5	5
BMX bike/skateboard			2	4	1
Revitalization (MF&A)				13	
Property Standards			1	nil	nil
Arthur BIA					5
Mount Forest BIA					3



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of January 25, 2021
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2021-003 Restricted Parking on Mount Forest Drive

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report CLK 2021-003 being a report on Restricted Parking on Mount Forest Drive;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the by-law to restrict parking on Mount Forest Drive.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

Vintex Inc. (Vintex) a business located on Mount Forest Drive, which is a single access for truck traffic in and out of their facility.

Since January 2021, they are experiencing increased congestion on Mount Forest Drive caused primarily by snowmobilers loading and unloading their trailers then parking them all day on both sides of Mount Forest Drive. This results in the road becoming limited to one way traffic. In particular, a spike in activity on the weekend of Jan 9th & 10th resulted in Mount Forest Drive being virtually impassable with vehicles parked on both sides of the street which makes truck traffic impossible.

The concerns expressed about this are:

- if a vehicle travelling the road becomes disabled, access is prohibited by emergency vehicles to the Vintex facility;
- inhibits safe entry and exit of delivery trucks; and
- congestion on the road is overflowing into the private parking lot of Vintex.

The factors contributing to the increased snowmobilers could be that many other snowmobile trails are not open in the area and more people are home as many businesses are closed due to COVID-19.

FINANCIAL CONSIDERATIONS

If the by-law is passed, it is estimated the cost of purchasing and installing the signage would be approximately \$500.00.

ATTACHMENTS

- Schedule A - correspondence dated January 12, 2021 from Kasper Van Veen, Director, Mount Forest Operations Vintex Inc.
- Schedule B – Images of Mount Forest Drive on Friday afternoon, January 8, 2021

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



1 MOUNT FOREST DRIVE
MOUNT FOREST, ONTARIO CANADA N0G 2L2
TEL: 519-323-0100 FAX: 519-323-0333

January 12, 2021

Karren Wallace, Director Legislative Services/Clerk
Township of Wellington North
7490 Sideroad 7W, PO Box 125
Kenilworth, ON N0G 2E0
kwallace@wellington-north.com

Re: On street parking on Mount Forest Drive

Dear Ms. Wallace:

Vintex Inc. is located at 1 Mount Forest Drive and since the New Year we have experienced an increase of vehicles and trailers unloading snowmobiles, and the trucks and trailers remaining parked on the street for the entire day. This situation is cause for concern for the following reasons.

- Mount Forest Drive is a single access for truck traffic in and out of our facility along with deliveries and customers accessing No Frills and Canadian Tire parking lots
- Increased congestion on Mount Forest Drive – especially while snowmobiles are loaded and unloaded from trailers
- Mount Forest Drive becomes limited to 1-way traffic
- If a vehicle travelling the road becomes disabled, access is prohibited by emergency vehicles to our facility
- Vehicles parking near our accesses inhibits safe entry and exit of delivery trucks
- Congestion on the road is overflowing into our parking lot
- A spike in activity on the weekend of Jan 9th & 10th resulted in Mount Forest Drive being virtually impassable with vehicles parked on both sides of the street

Attached are several pictures illustrating the limited access as a result of the vehicles/trailers parking on the street.

Vintex respectfully requests that parking be restricted on Mount Forest Drive and ask that this request be brought to Council at the January 25, 2021 meeting to amend the parking by-law accordingly.

We anticipate receiving a positive response to our request in due course and thank you for your consideration.

Yours truly,

VINTEX INC.

A handwritten signature in blue ink, appearing to read "Kasper Van Veen", is written over a horizontal line.

Kasper Van Veen
Director, Mount Forest Operations
Kasper.VanVeen@Vintex.com

Images of Mount Forest Drive on Friday afternoon, Jan 8, 2021

1. Mount Forest Drive – facing south-west from Vintex delivery entrance



2. Mount Forest Drive – facing south-west from Vintex main entrance, No-Frills delivery entrance



3. Mount Forest Drive – facing north-east from Vintex main entrance



4. Vintex delivery entrance (at end of Mount Forest Drive)



5. Vintex main entrance





WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of January 25, 2021

From: Karren Wallace, Director of Legislative Services/Clerk

Subject: Report CLK 2021-004 Council Committee Appointments

RECOMMENDATION

THAT Council of the Township of Wellington North receive report for information CLK 2021-004 being a report on Council Committee Appointments.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK Report 2018-053 being a report on Committee Appointments

BACKGROUND

The municipality has Council and other appointees on various committees. Generally the terms of appointment are for the term of Council. It should be noted that the Mayor sits as “ex-officio” on all committees. After the 2018 municipal election the following appointments were made at the December 17, 2018 meeting of Council:

COMMITTEE/BOARD/AUTHORITY	APPOINTEED
WN Recreation & Culture (<i>disbanded in December 2019</i>)	Councillors McCabe, Hern & Burke Deputy Mayor Milne (Southgate)
Committee of Adjustment	Mayor Lennox, Councillors Burke, Yake, Hern & McCabe
Wellington North Power	Mayor Lennox
Property Standards Committee	Councillor McCabe
WN Cultural Roundtable	Councillor Hern
MF & District Chamber Commerce	Councillor Hern
Arthur & District Chamber Commerce	Councillor Hern
Wellington North Safe Communities (<i>inactive since 2019</i>)	Councillor Yake
Green Legacy Committee (<i>disbanded March 1, 2019</i>)	Councillor McCabe
Mount Forest Business Improvement Area	Councillor Burke
Arthur Business Improvement Area	Councillor Hern
Saugeen Valley Drinking Water Source Protection Committee	John Fruin
Ausable Bayfield Maitland Valley Source Water Protection Committee	Mark McKenzie
Maitland Valley Conservation Authority	David Turton
Grand River Conservation Authority	Bruce Whale
Saugeen Valley Conservation Authority	Councillor McCabe
EarlyON Child and Family Services Committee	Councillor Hern
Wellness & Team Building Committee	Councillor Burke

Wellington North Health Professional Recruitment Committee	Councillor McCabe
North Wellington Health Care Corporation Louise Marshall Hospital	Councillor Yake
Arthur Trail Committee	Councillor McCabe
Mount Forest Homecoming Committee (inactive)	Councillor Yake
Lynes Blacksmith Shop	Councillors Yake & Burke

Since then, the following committees have been formed and appointments made:

COMMITTEE/BOARD/AUTHORITY	APPOINTEED
Recreation Parks and Leisure Committee (first meeting February 21, 2020)	Councillors McCabe & Yake Deputy Mayor Milne (Southgate)
Mount Forest Aquatic Ad Hoc Advisory Committee (first meeting February 27, 2018)	Councillor Burke
Arthur BMX/Skateboard Advisory Committee (first meeting May 31, 2018)	Mayor Lennox Councillors Hern & McCabe

Summary of Committee appointments by elected official:

Mayor Lennox:

- Committee of Adjustment
- Wellington North Power
- Ex Officio on all committees

Councillor Yake (Ward 1):

- Committee of Adjustment
- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Recreation, Parks and Leisure Committee
- Mount Forest Aquatic Ad Hoc Advisory Committee
- Mount Forest Homecoming Committee (inactive)

Councillor Burke (Ward 2):

- Committee of Adjustment
- Mount Forest Aquatic Ad Hoc Advisory Committee
- Wellington North Wellness & Team Building Committee
- Mount Forest Business Improvement Area
- Lynes Blacksmith Shop Committee

Councillor Hern (Ward 3):

- Committee of Adjustment
- 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

Councillor McCabe (Ward 4):

- Committee of Adjustment
-

- Recreation, Parks and Leisure Committee
- Property Standards Committee
- Arthur BMX/Skateboard Park Advisory Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee
- Arthur Trail Committee

It should be noted that Wellington North had a representative appointed to the Wellington County Farm and Home Safety Association for the 2014-2018 term. No one was appointed for the 2018-2022 term, however the Association is still active (temporarily suspended due to COVID-19) and would welcome a Wellington North appointee.

FINANCIAL CONSIDERATIONS

There are no financial implications in receiving this report.

ATTACHMENTS

Schedule A full listing of committee members

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

The appointment of elected officials on various committees ensures continued partnerships and opportunities for collaboration.

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



WELLINGTON NORTH

SEMPER PORRO

SCHEDULE A

COMMITTEE OF ADJUSTMENT

- Andrew Lennox
- Sherry Burke
- Lisa Hern
- Steve McCabe
- Dan Yake

TERM: December 31, 2022

JOINT COMPLIANCE AUDIT COMMITTEE

- Jim McQueen
- Wesley Snarr
- Douglas Auld
- Joseph Servos

TERM: December 31, 2022

TOR: [Compliance Audit Committee\Terms of Reference.pdf](#)

PROPERTY STANDARDS COMMITTEE

- Councillor Steve McCabe
- James Craig
- Bonny McDougall
- Steven Kim McKenzie
- Tim Noonan

TERM: December 31, 2022

TOR: [Property Standards Committee\Terms of Reference AMENDED.pdf](#)

RECREATION, PARKS AND LEISURE

- Chair, Councillor Steve McCabe
- Councillor Dan Yake
- Township Southgate Council Rep Brian Milne

TERM: Term of Council December 31, 2022

TOR: [Recreation Parks and Leisure \(2020\)\Terms of Reference.pdf](#)

MT FOREST & DISTRICT CHAMBER OF COMMERCE

- Councillor Lisa Hern

TERM: December 31, 2022

ARTHUR & DISTRICT CHAMBER OF COMMERCE

- Councillor Lisa Hern

TERM: December 31, 2022

WELLINGTON NORTH POWER

- Mayor Andrew Lennox
- Term: 2018-2020

MOUNT FOREST BIA

- Councillor Sherry Burke
- Andrew Coburn
- Kayla Morton
- Dwight Benson
- Peter Mohr
- Jessica McFarlane
- Bill Nelson
- Murray Townsend

TERM: December 31, 2022

BYLAW [BIA MF\By-law No. 120-19 CONSOLIDATED BIA Procedure By-law.pdf](#)

ARTHUR BIA

- Councillor Lisa Hern
- Angela Alaimo
- Gord Blyth
- Paula Coffey
- Jim Coffey
- Sheila Faulkner
- Tom Gorecki
- Keith Harris
- Mitch Keirstead

TERM: December 31, 2022

BYLAW [BIA Arthur\By-law No. 120-19 CONSOLIDATED BIA Procedure By-law.pdf](#)

ARTHUR BMX/SKATEBOARD ADVISORY COMMITTEE

- Chair, Councillor Lisa Hern
- Andrew Lennox, Mayor
- Steve McCabe, Councillor
- Wayne Horton, Lions Member
- Glen Cheyne, Lions Member
- Al Rawlins, Lions Member

TERM: Elected officials December 31, 2022

TOR: [BMX-Skateboard Park\Terms Reference - Mandate May 2018.pdf](#)

WELLINGTON NORTH WELLNESS AND TEAM BUILDING COMMITTEE

- Councillor Sherry Burke

TERM: December 31, 2022

TOR: [Wellness and Team Building Committee\Wellness Committee Terms of Reference.doc](#)

MOUNT FOREST AQUATIC AD HOC ADVISORY COMMITTEE

- Councillor Sherry Burke (Chair)
- Marty Young (Lions Club)
- Ray Tout (Lions Club)
- Jim Andress (Lions Club)
- Jayme Hewson (Public Member)
- Laurie Doney (Public Member)
- Larissa Lamont

TERM: on completion of fundraising

TOR: [Mount Forest Aquatic Ad Hoc Advisory Committee\TOR Mount Forest Aquatics Ad-Hoc Advisory Committee.pdf](#)

WELLINGTON NORTH CULTURAL ROUNDTABLE

- Chair, James Taylor
- Councillor Lisa Hern
- Gail Donald
- Linda Hruska
- Bonny McDougall
- Harry Engel
- Penny Renken
- Gary Pundsack
- Robert Macdonald

TERM: December 31, 2022

TOR: [Cultural Roundtable Committee\Cultural Roundtable Mandate.doc](#)

WELLINGTON NORTH SAFE COMMUNITIES COMMITTEE

Councillor Dan Yake

TERM: December 31, 2022

MAITLAND VALLEY CONSERVATION AUTHORITY

1 individual represents Mapleton, Minto and Wellington North

- David Turton

TERM: December 31, 2022

GRAND RIVER CONSERVATION AUTHORITY

1 individual represents Mapleton and Wellington North

- Bruce Whale

TERM: December 31, 2022

SAUGEEN VALLEY CONSERVATION AUTHORITY

1 individual represents Minto and Wellington North

- Councillor Steve McCabe

TERM: December 31, 2022

DRINKING WATER SOURCE PROTECTION:

SAUGEEN VALLEY DRINKING WATER SOURCE PROTECTION COMMITTEE - 1 individual between Arran-Elderslie, Brockton, Hanover, Minto, Southgate & Wellington North

- John Friun

TERM 2019-2022

AUSABLE BAYFIELD MAITLAND VALLEY SOURCE PROTECTION COMMITTEE

– 1 individual between Howick, Minto, Wellington North, North Perth, Perth East and Mapleton

- Allan Rothwell

TERM 2019-2022

WELLINGTON NORTH HEALTH PROFESSIONAL RECRUITMENT COMMITTEE

- Councillor Steve McCabe

TERM: December 31, 2022

NORTH WELLINGTON HEALTH CARE CORPORATION – LOUISE MARSHALL HOSPITAL

- Councillor Dan Yake

TERM: December 31, 2022

ARTHUR TRAIL COMMITTEE

- Councillor Steve McCabe
- Jack Benham
- Betsy Benham
- Gail Donald

TERM: Elected Officials December 31, 2022

EARLYON CHILD AND FAMILY SERVICES COMMITTEE

Councillor Lisa Hern

TERM: December 31, 2022

MOUNT FOREST TRAIL COMMITTEE

- Daphne Rappard
- John Murphy
- Betty Murphy

LYNES BLACKSMITH SHOP COMMITTEE

- Mayor Andrew Lennox
- Councillor Dan Yake
- Hailey Johnston
- Campbell Cork
- Jack Benham
- Sherry Burke
- Adele DeGroot
- Cor DeGroot
- Steve Walker
- Barry Manser
- Velma Manser
- Penny Renken
- Kate Rowley
- Kyle Smith

TERM: Elected Officials December 31, 2022

DAMASCUS HALL COMMITTEE

- Dianne MacDonald
- Betsy Benham/Jack Benham
- David Slater/Mary Slater
- James Andrews
- Mark Parish/Joanne Parish
- Rita Cudney/Steve Cudney
- Wayne MacDonald
- John Benham/Debbie Benham
- Doug Shaw/Susan Shaw
- Penny Presswood

TERM: Until Resignation


**MOUNT FOREST HOMECOMING COMMITTEE
(currently inactive)**


- Rich MacVicar
- Bill Nelson
- Faye Meulenstein
- Dan Yake
- Carol Weber
- Shelley Weber
- Angie Weber
- Ruth Truax
- Tim Truax
- Glenn Hunter
- Ruth Penwarden
- Shirley Droog
- Donna McWilliam
- Cathie Ridgeway
- Heather Wollis
- Jeff Wollis
- Jenna Wollis
- Debb Cameron
- Linda Shupe
- Mary Reeves
- Jim Solway
- Paula Solway

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON
 Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:
 ___ Thomas Armstrong
 ___ Patricia Hull
 ___ Paul Kelly
 Lynne Paquette

SECONDED BY:
 ___ Thomas Armstrong
 ___ Patricia Hull
 Paul Kelly
 ___ Lynne Paquette

Motion #: *56*
 Resolution #: *6*
 Date: January 12, 2021

WHEREAS, the council of the Township of Larder Lake supports the resolution of the Municipality of Charlton and Dack, requesting that the Province of Ontario address municipal insurance cost; And

WHEREAS, the Association of Municipalities of Ontario Outlined seven recommendation to address insurance issues including:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing (10) day rule on slip and fall cases given recent judicial interpretations and whether a one-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non- profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

THEREFORE, BE IT RESOLVED THAT the Council for the Municipality of Larder Lake call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities.

AND FURTHER BE IT RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Rod Phillips, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable John Vanthof, MPP for Timiskaming- Cochrane, and all Ontario municipalities.

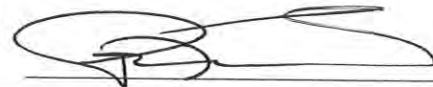
Recorded vote requested:

	For	Against
Tom Armstrong	✓	
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair: 

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



FOR IMMEDIATE RELEASE

Do. Give. Share. PIN Celebrates 20th Anniversary All Year Long! Celebrating the past and embracing the future.

Guelph, Ontario | January 18, 2021 |

Inspired by the United Nations International Year of the Volunteer in 2001, the inception of PIN – The People and Information Network (*formerly the Volunteer Centre of Guelph Wellington*) began as a resource for nonprofits and charities and a central hub for volunteerism.

“PIN connects people, ideas and information together” says Kim Cusimano, executive director, “and we do this through three pillars of work.” Those pillars include a robust Community Information portal hosting more than 1200 information records on essential human services, a pillar of Nonprofit Leadership where PIN leads training, consultation and facilitates communities of practice for executive directors and leaders of volunteers, along with a volunteer network pillar: a database of volunteer opportunities in Guelph and Wellington County, outreach to share these volunteer opportunities, recognition and best practices in leading volunteers.

“Volunteerism builds community” says Cusimano, “when you volunteer, you are making a choice on the kind of community you want to live, work and play in.” Kim continues “the benefits of volunteering are immense; from building networks, skills and experience to meeting new people, being connected to others and finding meaning and purpose through giving of one’s gifts of time, talents and spirit is powerful.” When communities harness that power, everyone benefits.

In its 20th year, PIN celebrates the past and embraces the future. “Two decades of community investment in volunteerism through the founders of this organization and the foundations that the organization has grown from” shares Cusimano, “is to be celebrated. Embracing the future actively focuses on the changing landscape of volunteering and the possibilities ahead.”

To kick off 2021, PIN unveils its commemorative 20th Anniversary logo and the tagline: Do. Give. Share. Kim says “Imagine if our community pledged to do 20 things for good, give \$20 for good, share 20 hours for good. The collective impact would blanket our community in the warmth of human kindness and ‘good’; we could all use that.”

In addition, PIN has 3 key initiatives to get started in January:

- **Volunteer Survey for Guelph Wellington;** open for all to help our community understand the local landscape of volunteerism from the perspective of volunteers. Survey opens today and runs through to February 19.

- **Free information session for leaders of volunteers on Virtual Volunteering:** January 22 from 9 – 10:00 am. Developed as a result of the Community Benefit Sector Survey results; a funded project through The Guelph Community Foundation and United Way Guelph Wellington Dufferin
- **EDPG Symposium** – 3 speakers. 3 mornings. 3 topics on Sightline, Collaboration and Leadership led by the expertise of Rebecca Sutherns, Founder and CEO of Sage Solutions, Kris Cummings, Principle at DO/ABLE and Curt Hammond, Chief Listening Officer at Pearl Street Communications, Founder 4 Simple Words. January 25 – 27 – 29 from 8:30 – 10:00 am.

“We are excited about the future. Our 20th Anniversary instills pride in the work we have done and acts as a spark as we aspire to continue to grow and outreach into the community. PIN seeks to help our community understand the value of spreading the ‘good’ by volunteering informally to shop for an elderly neighbour, pick up waste along your walk, share vegetables from your garden or volunteering formally to support food security, mental health, board leadership and more. PIN encourages our community to take action through Do. Give. Share.”

To learn more about PIN and the initiatives beginning a yearlong celebration, learn more at PINnetwork.ca

- **ENDS** -

Contact:

Kim Cusimano
Executive Director
PIN - The People and Information Network
kim@PINnetwork.ca

PIN, The People and Information Network

We provide connections and leadership in Guelph and Wellington County to support the development of individuals and organizations. We help people navigate essential community services, provide a hub for volunteer opportunities and engagement, and enable best practices and continuous learning for professionals in the non-profit sector. **PINnetwork.ca**

Old Quebec Street Shoppes
55 Wyndham Street North, Suite 4A
Guelph, Ontario N1H 7T8
t 519-822-0912 • 1-866-693-3318
f 519-822-1389
PINnetwork.ca

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

BY-LAW NUMBER 006-21

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING WITH THE MOUNT FOREST
AND DISTRICT CHAMBER OF COMMERCE**

NOW THEREFORE the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. THAT the Mayor and the Clerk are authorized to execute a Memorandum of Understanding with the Mount Forest and District Chamber of Commerce in the form, or substantially the same form as attached as Schedule A.
2. THAT this by-law shall come into force effective February 22, 2021
3. THAT By-law 037-19 is repealed effective February 22, 2021.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25TH DAY OF JANUARY, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



MEMORANDUM OF UNDERSTANDING BETWEEN

Mount Forest and District Chamber of Commerce and the Township of Wellington North

THIS AGREEMENT, made and entered into this 22nd day of February 2021 by and between the **Township of Wellington North** (hereinafter referred to as WN), party of the first part and **Mount Forest and District Chamber of Commerce**, (hereinafter referred to as the "MFCoC") party of the second part shall be for a period of two years,

WHEREAS WN is a contributor to MFCoC; 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 MFCoC to assist in business assistance and to support the MFCoC in delivering on Priority # 2 of their Strategic Plan *"To be the model of good governance ensuring a sustainable & relevant organization that delivers excellent value for its members"*; and

WHEREAS MFCoC and WN have agreed to form a partnership for the purposes of promoting business interests for the Northern Wellington community; and

WHEREAS the parties hereto are committed to a strong and viable economic development program.

NOW THEREFORE, for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed as follows:

Section One. Intent

1.1 The Township of Wellington North and Mount Forest Chamber of Commerce recognize the strength and successes of collaboration and cooperation and are partners, along with the Mount Forest Business Improvement Association and the Arthur & District Chamber of Commerce, in the process of shaping Wellington North's economic development and business environment and ultimately, its quality of life.

1.2 It is the intent of this document to reflect a formalized cooperative agreement between the two parties and further the business climate in Wellington North in an efficient and effective manner.

1.3 This memorandum identifies the scope of the partnership between WN and MFCoC. This document is not intended to be all-inclusive but rather a document establishing guidelines for the process of developing and sustaining mutually understood roles and responsibilities regarding economic and business development activities in WN.

Section Two. Governance

- 2.1 The Council of the Township of Wellington North will appoint one council member to be a non-voting member of the MFCoC Board of Directors. The MFCoC will ensure a full copy of the MFCoC Board of Directors agenda package is provided to the council representative prior to all MFCoC Director Meetings.
- 2.2 Verbal reports and a general update on Municipal and Council activities will be provided by the council representative at MFCoC Director Meetings.
- 2.3 The Economic Development Officer (EDO) will attend all MFCoC Director Meetings, in a non-voting capacity, and will provide written EDO reports, one week prior to the Directors meeting, to be distributed to all Directors as part of the agenda package.
- 2.4 The EDO will provide the Deputy Clerk of the Township with copies of MFCoC Director Meeting minutes to be inserted into a council agenda package and shared with all council members.
- 2.5 Additional ad hoc and standing Joint Taskforces and committees may be created between the Township of Wellington North and MFCoC by mutual agreement of the parties.
- 2.6 WN recognizes and supports the MFCoC 2016 – 2020 Strategic Plan and supports its Mission Statement *“To serve as the Voice of Business & community groups committed to the enhancement of economic prosperity and quality of life in Mount Forest and surrounding area.”*
- 2.7 MFCoC recognizes and supports the Township of Wellington North strategic plan and vision statement of *“The Township of Wellington North will continually strive to provide the best service(s) possible, within the available resource base, with a focus on proactively identifying and meeting key community needs, investing in our team, and communicating broadly with ratepayers, residents and visitors”*

Section Three. Finance/Resources

- 3.1 In 2021 and 2022 The Township of Wellington North will allocate an investment of \$6,865.00 to MFCoC. This investment is notionally allocated to cover the following:
- \$1,500 in support of MFCoC shop local marketing & advertising programs
 - \$ 500 in support of MFCoC Annual General Meeting & Service Excellence Awards
 - Includes annual sponsorship of Corporate Citizen of the Year Award
 - \$2,500 in support of the Mount Forest Fireworks Festival
 - Grants & Donations application must be completed & submitted each year by March 31st
 - \$2,365 representing the municipal rebate on the MFCoC property tax bill
- 3.2 The Township of Wellington North will allocate \$2,000 to MFCoC before May 1st, 2021 and May 1st, 2022, to correspond to Fiscal Year 2021 & 2022.
- 3.3 WN may allocate additional funds towards specified programs offered by the MFCoC and these requests should be directed to either the council representative or the Economic Development Officer.
- 3.4 MFCoC is also eligible to apply for additional funding through other municipal programs such as the annual Grants & Donations process, Community Improvement Program, etc.

Section Four. Partnership and Advocacy

- 4.1 Recognizing the value in unified messaging, WN and MFCoC will work collaboratively to share the vision and goals of the Township consistent with the Municipal Strategic Plan and MFCoC Strategic Plan.
- 4.2 MFCoC, the Township of Wellington North along with the Mount Forest BIA shall collectively be responsible for marketing and branding Mount Forest as a pro-business destination, including defining its economic vision and image, ensuring that the messaging reflects the established marketing/branding strategy.
- 4.3 MFCoC and WN agree to work collaboratively in implementing the Township of Wellington North Community Growth Plan as adopted by the Township of Wellington North on February 26th, 2018.

Section Five. Relationship Management

- 5.1 To maintain an open and beneficial working relationship, MFCoC and the Township of Wellington North will engage in regular meetings and updates on progress. It is also acknowledged that at least one joint meeting a year should take place with the Directors of both Chambers and elected officials and staff of WN. A similar meeting should also take place with the Directors of the Mount Forest BIA.
- 5.2 MFCoC shall provide an annual financial report to the Township’s assigned council representative.
- 5.3 WN through the EDO and assigned board member will provide monthly updates to MFCoC including any municipal led initiatives affecting business and economic development.

Both parties agree to meet annually to review the partnership and report as appropriate to the Township of Wellington North and the Mount Forest Chamber of Commerce. A new Memorandum of Understanding will be completed in February 2023.

<hr/>	Michelle Van Essen	<hr/>
Secretary	Name	Date

<hr/>	Krista Blenkhorn	<hr/>
President	Name	Date

Mount Forest Chamber of Commerce

<hr/>	Karren Wallace	<hr/>
Clerk	Name	Date

<hr/>	Andy Lennox	<hr/>
Mayor	Name	Date

Township of Wellington North

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

BY-LAW NUMBER 007-21

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING WITH THE ARTHUR AND
DISTRICT CHAMBER OF COMMERCE**

NOW THEREFORE the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. THAT the Mayor and the Clerk are authorized to execute a Memorandum of Understanding with the Arthur and District Chamber of Commerce in the form, or substantially the same form as attached as Schedule A.
2. THAT this by-law shall come into force effective February 22, 2021
3. THAT By-law 038-19 is repealed effective February 22, 2021.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25TH DAY OF JANUARY, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



MEMORANDUM OF UNDERSTANDING BETWEEN

Arthur and District Chamber of Commerce and the Township of Wellington North

THIS AGREEMENT, made and entered into this 22nd day of February 2021 by and between the **Township of Wellington North** (hereinafter referred to as WN), party of the first part and the **Arthur and District Chamber of Commerce**, (hereinafter referred to as the “Arthur CoC”) party of the second part shall be for a period of two years,

WHEREAS, WN is a contributor to Arthur CoC; 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 CoC to assist in business assistance and to support the Arthur CoC in delivering on their goal to be a sustainable & relevant organization that delivers excellent value for its members”; and

WHEREAS, the Arthur CoC and WN have agreed to form a partnership for the purposes of promoting business interests for the Northern Wellington community; and

WHEREAS, the parties hereto are committed to a strong and viable economic development program;

NOW THEREFORE, for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed as follows:

Section One. Intent

1.1 The Township of Wellington North and Arthur Chamber of Commerce recognize the strength and successes of collaboration and cooperation and are partners, along with the Arthur Business Improvement Association and the Mount Forest & District Chamber of Commerce, in the process of shaping Wellington North’s economic development and business environment and ultimately, its quality of life.

1.2 It is the intent of this document to reflect a formalized cooperative agreement between the two parties and further the business climate in Wellington North in an efficient and effective manner.

1.3 This memorandum identifies the scope of the partnership between WN and the Arthur CoC. This document is not intended to be all-inclusive but rather a document establishing guidelines for the process of developing and sustaining mutually understood roles and responsibilities regarding economic and business development activities in WN.

Section Two. Governance

- 2.1 The Council of the Township of Wellington North will appoint one council member to be a non-voting member of the Arthur CoC Board of Directors. The Arthur CoC will ensure a full copy of the Board of Directors agenda package is provided to the council representative prior to all Arthur CoC Director Meetings.
- 2.2 Verbal reports and a general update on Municipal and Council activities will be provided by the council representative at Arthur CoC Director Meetings.
- 2.3 The Economic Development Officer will attend all Arthur CoC Director Meetings, in a non-voting capacity, and will provide written EDO reports, one week prior to the Directors meeting, to be distributed to all Directors as part of the agenda package.
- 2.4 The Economic Development Officer will provide the Deputy Clerk of the Township with copies of Arthur CoC Director Meeting minutes and financial reports to be inserted into a council agenda package and shared with all council members.
- 2.5 Additional ad hoc and standing Joint Taskforces and committees may be created between the Township of Wellington North and Arthur CoC by mutual agreement of the parties.
- 2.6 WN recognizes and supports the Arthur CoC mission to serve as the Voice of Business committed to the enhancement of economic prosperity and quality of life in Arthur and surrounding area.”
- 2.7 Arthur CoC recognizes and supports the Township of Wellington North strategic plan and vision statement of *“The Township of Wellington North will continually strive to provide the best service(s) possible, within the available resource base, with a focus on proactively identifying and meeting key community needs, investing in our team, and communicating broadly with ratepayers, residents and visitors”*

Section Three. Finance/Resources

- 3.1 In 2021 and 2022 The Township of Wellington North will allocate an investment of \$9,500.00 to the Arthur CoC. This investment is in recognition of the following:
- \$1,500 in support of Arthur CoC shop local marketing & advertising programs
 - \$ 500 in support of the Arthur Chamber Annual General Meeting & Service Excellence Awards
 - Includes sponsorship of the Corporate Citizen of the Year Award
 - \$7,500 (estimate of \$625/month) for the rent-free & utility-free use of the building at 146 George Street in Arthur
- 3.2 The Township of Wellington North will allocate \$2,000 to Arthur CoC before May 1st, 2021 and May 1st, 2022, to correspond to Fiscal Year 2021 & 2022. The rent free and utility free arrangement will continue for the next two years.
- 3.3 WN may allocate additional funds towards specified programs offered by the Arthur CoC and these requests should be directed to either the council representative or the Economic Development Officer.
- 3.4 Arthur CoC is also eligible to apply for additional funding through other municipal programs such as the annual Grants & Donations process, Community Improvement Program, etc.

Section Four. Partnership and Advocacy

- 4.1 Recognizing the value in unified messaging, WN and Arthur CoC will work collaboratively to share the vision and goals of the Township consistent with the Municipal Strategic Plan and Arthur CoC Strategic Plan.
- 4.2 Arthur CoC, the Township of Wellington North along with the Arthur BIA shall collectively be responsible for marketing and branding Arthur as well as the Township of Wellington North as a pro-business destination, including defining its economic vision and image, ensuring that the messaging reflects the established marketing/branding strategy.
- 4.3 Arthur CoC and WN agree to work collaboratively in implementing the Township of Wellington North Community Growth Plan as adopted by the Township of Wellington North on February 26th, 2018.
- 4.4 Arthur CoC and WN agree to work collaboratively with the Arthur BIA in implementing the Arthur Streetscaping enhancements as part of the Arthur Connecting Link Project as approved by WN council on December 14th, 2020.

Section Five. Relationship Management

- 5.1 To maintain an open and beneficial working relationship, Arthur CoC and the Township of Wellington North will engage in regular meetings and updates on progress. It is also acknowledged that at least one joint meeting a year should take place with the Directors of both Chambers and elected officials and staff of WN. A similar meeting should also take place with the Directors of the Arthur BIA>
- 5.2 Arthur CoC shall provide an annual financial report to the Township's assigned council representative.
- 5.3 WN through the EDO and assigned board member will provide monthly updates to Arthur CoC including any municipal led initiatives affecting business and economic development.

Both parties agree to meet annually to review the partnership and report as appropriate to the Township of Wellington North and the Arthur Chamber of Commerce. A new Memorandum of Understanding will be completed in February 2023.

_____	Bonnie McIntosh	_____
Treasurer	Name	Date

_____	Tom Gorecki	_____
President	Name	Date

Arthur Chamber of Commerce

_____	Karren Wallace	_____
Clerk	Name	Date

_____	Andy Lennox	_____
Mayor	Name	Date

Township of Wellington North

(Final version Arthur Chamber & Township of Wellington North MOU January 25th, 2021)

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

BY-LAW NUMBER 008-21

BEING A BY-LAW TO AMEND BY-LAW 5000-05 BEING A BY-LAW TO REGULATE THE PARKING OR STOPPING OF VEHICLES ON HIGHWAYS, PUBLIC PARKING LOTS AND IN SOME INSTANCES, PRIVATE PROPERTY WITHIN THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS the Township of Wellington North has adopted parking by-law 5000-05 as amended.

AND WHEREAS the Council of the Corporation of the Township of Wellington North deems it desirable to amend by-law 5000-05 as follows:

1. **THAT Schedule "E" No Parking Zones (Mount Forest)** to By-law No. 5000-05 be amended by adding the following:

Highway	Side(s)	Between	Time
Mount Forest Dr.	North and South	Entire street	Anytime

2. **THAT** this by-law shall come into force and take effect, when properly worded "**No Parking**" signs have been erected.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 25TH DAY OF JANUARY, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE CLERK

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

BY-LAW NUMBER 009-21

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
JANUARY 25, 2021**

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 January 25, 2021 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 25TH DAY OF JANUARY, 2021.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK