

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF REGULAR COUNCIL MEETING – FEBRUARY 22, 2021 AT 7:00 P.M.  
CLOSED SESSION TO FOLLOW OPEN SESSION  
VIA WEB CONFERENCING: <https://www.youtube.com/watch?v=dr6vQ0qQdJk>

**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/Fire Chief:** Chris Harrow  
**Deputy Chief:** Marco Guidotti  
**Deputy Chief:** Callise Loos  
**Director of Operations:** Matthew Aston  
**Community Recreation Coordinator:** Mandy Jones  
**Manager of Recreation Services:** Tom Bowden  
**Chief Building Official:** Darren Jones  
**Manager of Planning and Environment:** Linda Redmond

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA**

RESOLUTION: 2021-048

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Agenda for the February 22, 2021 Regular Meeting of Council be accepted and passed.*

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest disclosed.

**COUNTY COUNCIL UPDATE**

Campbell Cork, County of Wellington Councillor, Ward 3

The Province indicated they wanted a day of action for a spring roadside cleanup of litter in 2020, however, due to the Covid-19 pandemic it was not possible. They are hoping that on or about May 11, 2021 a cleanup will take place this year. The County is going to support any municipality that is organizing a roadside cleanup by waiving the tipping fees for any waste collected as well as other resources.

The Guelph Wellington Paramedic Service is reaching out to the community with phone calls, emails and personal visits. They are monitoring people who have Covid-19 who are at home, particularly focusing on the elderly and mobility impaired patients that are at risk of not doing

well at home. The service is assisting approximately fifteen to thirty patients at any one time. They also got involved with the Arthur long term care facility that suffered a major outbreak by monitoring by phone and visits were required. A new project began in December that involves paramedics monitoring people waiting for admission to a long-term care facility, that worked out of the Harriston Fire Hall. The current funding for this project runs until March 31, 2021 and they have applied for further funding.

The Ride Well Transit Service hit its highest numbers in December with 272 rides. Ridership dropped off by 50 in January, probably due to the lockdown. The service runs weekdays from 6:00 a.m. to 7:00 p.m. Employees of larger businesses and factories can use the service and potentially save a family from having to purchase a second vehicle. The results of a survey of thirty-two of the larger businesses and 115 employees reflected not much interest in the service. The County's Economic Development is working on other ways that the service could be useful to help employers as an incentive to hire employees. The Guelph Owen Sound Transit (GOST) runs up and down Highway 6 twice a day from Owen Sound to Guelph started last October. There have been 213 rides. The County of Wellington will assist them with promotion. Mount Forest and Arthur are the two most popular stops.

Wellington Dufferin Guelph Public Health has a link on their website for people over 80 to register for the Covid-19 vaccine.

## PRESENTATIONS

1. Wellington North Fire Service
  - 2020 Annual Report

Chris Harrow, Director of Fire Services; Marco Guidotti, Deputy Chief; and Callise Loos, Deputy Chief presented the Wellington North Fire Service 2020 Annual Report.

The report highlighted volunteer demographics, incident statistics and call volumes, prevention and enforcement, public education, training, completed projects and 2021 goals. The mission statement will be reviewed with the Fire Fighters to make sure it is still relevant after the Master Fire Plan is completed. Fire Service core values include commitment, community service, integrity, professionalism, teamwork, and trust. The management team was put in place in the last half of 2020. An overview of employees includes 3 District Chiefs, 8 Captains and forty plus volunteers. There were eight new recruits and some promotions at the different stations. Committees were formed to provide advice and get more Fire Fighter buy in and responsibility. These include a Training Committee, Health and Safety Committee and an Equipment Committee. Incident statistics show a diversified call volume that is well balanced. Call volumes trended down last year. Fire Prevention and Inspections were hampered by Covid; but they continue with complaint requests. All in person activities related to public education were cancelled due to the pandemic. A new social media program was launched. The Fire Service communicated using social media and hosted virtual contests to engage with residents during the pandemic. Training sessions were very different this year with smaller groups and on-line training due to Covid. NFPA courses were conducted in conjunction with Minto, including Fire Officer and Pumper Operations training. Projects completed in 2020 included an updated Risk Assessment for Wellington North, Social Media Policy and recruitment. For 2021 and beyond they will continue with the Joint Management Team between Minto and Wellington North, purchase of Edraulics to migrate to the Wellington County radio system, create a Master Fire Plan, implementation of emergency reporting software, and establish a plan for the future of the Mount Forest Fire Hall.

## RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2021-049

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North recess the February 22, 2021 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:*

- *Harvey and Kathryn Martin, Zoning By-law Amendment*

CARRIED

## RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2021-050

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North resume the February 22, 2021 Regular Meeting of Council at 7:57 p.m.*

CARRIED

## ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, February 8, 2021

RESOLUTION: 2021-051

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the minutes of the Regular Meeting of Council held on February 8, 2021 be adopted as circulated.*

CARRIED

## BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings of Council.

## IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

1b, 4b, 5c, 5d, 6a, 7b, 8a, 9a

## ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2021-052

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT all items listed under Items For Consideration on the February 22, 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 Arthur Business Improvement Association meeting held on February 3, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur Chamber of Commerce meeting held on February 10, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-002 being a report on 2738330 Ontario Inc., Site Plan Agreement – 399 Main Street North, Mount Forest;*

*AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the By-law to enter into a Site Plan Agreement with 2738330 Ontario Inc.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-003 being a report on 2574574 Ontario Inc., Site Plan Agreement – 391 Main Street North, Mount Forest;*

*AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the By-law to enter into a Site Plan Agreement with 2574574 Ontario Inc.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2021-004 being a report on O K Construction Inc., Site Plan Agreement – 219 Industrial Drive, Mount Forest;*

*AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the By-law to enter into a Site Plan Agreement with O K Construction Inc.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report CBO Report CBO 2021-02 Building Permit Review Period Ending January 31st, 2021*

*THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021-006 Media Release “Economic Developers Council of Ontario Announces EDCO Insider Apps for Ontario Communities.”*

*THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated February 17, 2021.*

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR 2021-003 being a report on the Ministry of Municipal Affairs and Housing Financial Indicator Review.*

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-009 being a report to complete the compressor computer upgrades for the Mount Forest and District Sports Complex refrigeration plant;*

*AND FURTHER THAT Council award the supply of the system to CIMCO at a cost of \$45,000.00 plus applicable taxes; and*

*AND FURTHER THAT Council authorize staff to execute any agreements required to implement this project.*

*THAT the Council of the Corporation of the Township of Wellington North receive the Township of Perth South correspondence, dated February 2, 2021, to Honourable Jeff Yurek, Minister of Environment, Conservation and Parks regarding Ontario announces working group to better focus Conservation Authorities.*

CARRIED

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

RESOLUTION: 2021-053

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Association meeting held on February 9, 2021.*

CARRIED

RESOLUTION: 2021-054

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2021-007 being a report on the Universal Broadband Fund,*

*AND FURTHER THAT Council support EH!tel Networks application to the Universal Broadband Fund in an effort to bring fibre-optic internet service to Conn, Damascus, Riverstown as well as most of the rural community around these areas,*

*AND FURTHER THAT Council authorizes the Mayor and C.A.O. to sign and provide a Letter of Support to EH!tel Networks to accompany their funding application.*

CARRIED

RESOLUTION: 2021-055

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR 2021-004 being a report on 2020 Council Remuneration.*

CARRIED

Council directed staff to review the 2020 Council Remuneration and bring an amended schedule to a future meeting to reflect refunds for conventions and seminars cancelled due to the pandemic, prior to publishing.

RESOLUTION: 2021-056

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2021-005 being a report on the contract award for an update to the Township's Development Charges background study and By-Law;*

*AND FURTHER THAT Council award the contract for an update to the Township's Development Charges background study at a cost of \$22,625 plus applicable taxes to DFA Infrastructure International Inc.*

CARRIED

RESOLUTION: 2021-057

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive Report DFC 2021-002 being a report on the purchase of a new sign for the Arthur Fire Hall;*

*AND FURTHER THAT Council award the supply of the new digital sign to Raynbow Signs at a cost of \$32,435 plus applicable taxes;*

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

CARRIED

RESOLUTION: 2021-058

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2021-011 being a report on the opening and dedicating as a public highway of a portion of Sideroad 15 (Former Township of West Luther); and*

*AND FURTHER THAT Council authorize the Mayor and Clerk to sign a by-law opening and dedicating as a public highway a portion of Sideroad 15 in the former Township of West Luther.*

CARRIED

RESOLUTION: 2021-059

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK2021-006 being a report on naming a street in Forest View Estates Subdivision in the Township of Wellington North;*

*AND FURTHER THAT Council approves of the street name "Colwill Court".*

CARRIED

RESOLUTION: 2021-060

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Notice of Commencement – Road Master Action Plan.*

CARRIED

Council identified the challenges at the intersection of Wellington Road 16 and Wellington Road 109, east of Arthur, and the intersection of Sligo Road and Main Street North in Mount Forest to be suggested for review.

## **NOTICE OF MOTION**

Councillor McCabe requested that the following motion be brought to the March 8, 2021 Regular Council Meeting.

*"THAT Council of the Township of Wellington North direct staff to prepare a report on a municipal program of hunting nuisance coyotes on private property."*

## **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Yake (Ward 1):

- The Louise Marshall Hospital Board met two weeks ago. Most of the meeting was spent discussing Covid-19 and how it is being handled in our area and other areas. The Board has approved a three-year strategic plan. There has been good progress on the hospital project. Substantial completion of the new Emergency Room is expected in April and the Ambulatory Care in May.

Councillor Burke (Ward 2):

- Mount Forest Aquatics Ad-Hoc Advisory Committee will meet March 23 at 7:00 p.m. to discuss fundraising ideas for the next phase, which is the pool.

Councillor Hern (Ward 3):

- Mount Forest Chamber of Commerce new executive has done some strategic planning and formed committees.
- Arthur Chamber of Commerce and BIA held a joint meeting to discuss the Connecting Link to finalize the design for the curb extension.

Mayor Lennox:

- Regular meeting with Public Health, Mayors and CAOs was held this morning and vaccinations were discussed. A semi-permanent County clinic has been set up at the

Fergus Sportsplex to prepare for when vaccine supply increase. There will be other pop-up clinics around the County. The Health Unit has set up an app to register, or people can register on line to receive the vaccine. They will need an email address or cell phone that can be texted to receive notification of when they are eligible to get their vaccination. Families are asked to help register seniors who do not have access to a computer or cell phone. Clinics will be set up in Mount Forest and Palmerston.

## BY-LAWS

- a. By-law Number 015-21 being a by-law to amend By-law 103-20 being a by-law to establish fees and charges for various services provided by the municipality within the Township of Wellington North
- b. By-law Number 016-21 being a by-law to establish the fees and charges for recreation services provided by the municipality and to repeal By-law 113-19
- c. By-law Number 017-21 being a by-law to dedicate certain lands as part of the public highway in Wellington North in the County of Wellington
- d. By-law Number 018-21 being a by-law to authorize a Site Plan Agreement with 2574571 Ontario Inc.
- e. By-law Number 019-21 being a by-law to authorize a Site Plan Agreement with 2738330 Ontario Inc.
- f. By-law Number 020-21 being a by-law to authorize a Site Plan Agreement with O K Construction Inc.

RESOLUTION: 2021-061

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT By-law Number 015-21, 016-21, 017-21, 018-21, 019-21 and 020-21 be read a First, Second and Third time and enacted.*

CARRIED

## CLOSED MEETING SESSION

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

- (b) personal matters about an identifiable individual, including municipal or local board employees;

RESOLUTION: 2021-062

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 9:08 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:*

- (b) personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

### 1. REPORTS

- DFC 2021-001, [REDACTED] Job Description & Classification

### 2. REVIEW OF CLOSED SESSION MINUTES

- February 8, 2021

### 3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2021-063

Moved: Councillor McCabe

Seconded: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 9:19 p.m.*

CARRIED

RESOLUTION: 2021-064

Moved: Councillor Hern

Seconded: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report DFC 2021-001, [REDACTED] Job Description & Classification;*

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

CARRIED

RESOLUTION: 2021-065

Moved: Councillor Burke

Seconded: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the February 8, 2021 Council Meeting.*

CARRIED

### **CONFIRMING BY-LAW NUMBER 021-21**

RESOLUTION: 2021-066

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT By-law Number 021-21 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on February 22, 2021 be read a First, Second and Third time and enacted.*

CARRIED

### **ADJOURNMENT**

RESOLUTION: 2021-067

Moved: Councillor Yake

Seconded: Councillor Hern

*THAT the Regular Council meeting of February 22, 2021 be adjourned at 9:21 p.m.*

CARRIED

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CLERK

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ACTING MAYOR