

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
AGENDA OF REGULAR COUNCIL MEETING – FEBRUARY 22, 2022 at 7:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
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/87917089506>

Or join by phone:

Canada: 855 703 8985 (Toll Free) or 1 647 374 4685 (long distance charges may apply)

Webinar ID: 879 1708 9506

**PAGE
NUMBER**

CALLING TO ORDER

ADOPTION OF THE AGENDA

Recommendation:

THAT the Agenda for the February 22, 2022 Regular Meeting of Council be accepted and passed.

DISCLOSURE OF PECUNIARY INTEREST

COUNTY COUNCIL UPDATE

Campbell Cork, County of Wellington Councillor, Ward 3

RECESS TO MOVE INTO PUBLIC MEETING

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the February 22, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- James Martin, Minor Variance
- Phares and Mary Martin, Minor Variance
- Mike and Sarah Saunders, Minor Variance

RESUME REGULAR MEETING OF COUNCIL

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the February 22, 2022 Regular Meeting of Council at : .

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

- | | |
|-------------------------------------------------|-----|
| 1. Regular Meeting of Council, February 7, 2022 | 001 |
| 2. Special Council Meeting, February 10, 2022 | 014 |

Recommendation:

THAT the minutes of the Regular Meeting of Council held on February 7, 2022 and the Special Meeting of Council held on February 10, 2022 be adopted as circulated.

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

ITEMS FOR CONSIDERATION

1. MINUTES

- a. Mount Forest Business Improvement Association, February 8, 2022 018

Recommendation:

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 8, 2022.

- b. Recreation, Parks and Leisure Committee, February 8, 2022 022

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee held on February 8, 2022.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North, as recommended by the Recreation, Parks and Leisure Committee, award the contract for the Brent Barnes Memorial Skatepark to Canadian Ramp Company at a cost of \$170,294.00 plus applicable taxes;

AND FURTHER THAT Council approve a 4' half pipe and a 3' quarter pipe;

AND FURTHER THAT Council authorize the Director of Operation, or designate, to sign any necessary agreements with the successful bidders to execute this project.

- c. Mount Forest District Chamber of Commerce, December 14, 2022 027

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest District Chamber of Commerce meeting held on December 14, 2022.

- d. Arthur Chamber of Commerce, Directors Meeting, January 12, 2022 030

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive minutes of the Arthur Chamber of Commerce, Directors Meeting held on January 12, 2022.

2. PLANNING

- a. Planning Report, prepared by Jessica Rahim, Senior Planner, County of Wellington, dated February 16, 2022, regarding Zoning By-law Amendment (ZBA 25/21) Avila Investment Inc. (Subdivision 23T-13002) 032

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report, prepared by Jessica Rahim, Senior Planner, County of Wellington, dated February 16, 2022, regarding Zoning By-law Amendment (ZBA 25/21) Avila Investment Inc. (Subdivision 23T-13002).

- b. Planning Report, prepared by Matthieu Daoust, Planner, County of Wellington, dated February 4, 2022, regarding Phase 4 – Eastridge Landing (23T-3001), Arthur, removal of Holding (H) Provision 043

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Report, prepared by Matthieu Daoust, Planner, County of Wellington, dated February 4, 2022, regarding Phase 4 – Eastridge Landing (23T-3001), Arthur, removal of Holding (H) Provision;

AND FURTHER THAT the Mayor and Clerk be authorized and directed to sign the by-law.

- c. Report DC 2022-007, Development Updates Village of Arthur 048

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report DC 2022-007 being a report on development updates in the Village of Arthur.

- d. Report DC 2022-008, Development Updates Town of Mount Forest 053

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-008 being a report on development updates in the Town of Mount Forest.

- e. Report DC 2022-009, Maple Hill Estates Phase 2, Development Agreement, Oxford Street, Mount Forest 060

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-009 being a report on Maple Hill Estates Inc. (Phase 2) Development Agreement;

AND FURTHER THAT the Corporation enter into a Development Agreement with Maple Hill Estates Inc. in the form, or substantially the same form, as the draft agreement;

AND FURTHER THAT the Mayor and Clerk of the Corporation be authorized and directed to sign a by-law to enter into the Agreement on behalf of the Corporation;

AND FURTHER THAT staff be directed to register the by-law on title.

3. BUILDING

- a. Report CBO 2022-02 Building Permit Review Period Ending January 31st, 2022 074

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-02 being the Building Permit Review for the period ending January 31st, 2022.

4. ECONOMIC DEVELOPMENT

- a. Report EDO 2022-008 Saugeen Connects, Advancing Women Economically (A.W.E.) Program 077

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report EDO 2022-008 being an update on our Saugeen Connects Advancing Women Economically (A.W.E.) Program.

5. FINANCE

- a. Vendor Cheque Register Report, February 10, 2022 083

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated February 10, 2022

- b. Report TR2022-002 being a report on Payment In Lieu of Taxes for Federal Properties 086

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2022-002 being a report on Payment in Lieu of Taxes for Federal Properties;

AND FURTHER THAT Council direct staff to continue to monitor the lobbying efforts of AMO and the Provincial government, and report back with any future developments impacting the Township of Wellington North.

- c. Report TR022-003 being a report on 2021 Council Remuneration 090

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR 2022-003 being a report on 2021 Council Remuneration.

6. FIRE

- a. Report FIRE 2022-01 being a report on the award for purchase of a 2022 Pick-Up Truck 093

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report FIRE 2022-01 being a report on the award for purchase of a 2022 pick-up truck;

AND FURTHER THAT Council award the purchase to Leslie Motors Ford at a cost of \$46,709.00 plus applicable taxes.

- b. Report FIRE 2022-02 being a report on the new Firefighter Regulations under FPPA 095

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive for information Report FIRE 2022-02 being a report on the new minimum firefighter certification standards under the Fire Prevention and Protection Act.

- c. Wellington North Fire Service Annual Report 2021 105

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Annual Report 2021.

7. OPERATIONS

- a. Report OPS 222-007 being a report on a housekeeping update to an authorizing by-law with respect to the maintenance agreement between the County of Wellington and Township of Wellington North 130

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-007 being a report on a housekeeping update to by-law 036-16 with respect to the maintenance agreement between the County of Wellington and Township of Wellington North;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the amended by-law.

AND FURTHER THAT as minor changes are required to By-law 036-16 that the Mayor and Clerk be authorized to sign an amending by-law without need of a staff report.

8. ADMINISTRATION

- a. Report CLK 2022-007 being a report on Advance Voting Days for the October 24, 222 Municipal and School Board Elections 132

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-007 being a report on Advance Voting Days for the October 24, 2022 Municipal and School Board Elections;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the Advance Voting Days by-law.

- b. Report CLK 2022-008 Council Meeting Schedule for 2023

134

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-008 being a report Council meeting schedule for 2023.

AND FURTHER THAT Council approves the Council meeting schedule for 2023.

- c. Report CLK 2022-009 being a report on Municipal and School Board Elections Procedures

137

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-009 being a report on Municipal and School Board Elections procedures including:

Municipal and School Board Election Voting Procedures Policy AND

Municipal and School Board Election Vote Counting Procedures Policy

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to authorize the Municipal and School Board Elections procedures Policies.

9. COUNCIL

- a. Resolution – Dissolving the Ontario Land Tribunal

Recommendation:

Whereas Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy; and

Whereas an Official Plan is developed through months of public consultation to ensure, “that future planning and development will meet the specific needs of (our) community”; and

Whereas our Official Plan includes zoning provisions that encourage development of the “missing middle” or “gentle density” to meet the need for attainable housing in our community; and

Whereas our Official Plan is ultimately approved by the province; and

Whereas it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of County of Wellington Official Plan; and

Whereas it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the County of Wellington Official Plan; and

Whereas municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or “OMB”), an unelected, appointed body that is not accountable to the residents of the Township of Wellington North; and

Whereas the OLT has the authority to make a final decision on planning matters based on a “best planning outcome” and not whether the proposed development is in compliance with municipal Official Plans and Provincial Planning Policy; and

Whereas all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process; and

Whereas Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans; and

Whereas towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings; and

Whereas lengthy, costly OLT hearings act as a barrier to the development of attainable housing;

1. Now Therefore Be It Hereby Resolved That the Township of Wellington North requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario; and
2. Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors’ Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario; and
3. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

- b. Lorraine Dennis, email correspondence dated February 7, 2022, regarding Bentley St. Subdivision

139

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive email correspondence from Lorraine Dennis, dated February 7, 2022, regard the Bentley St. Subdivision.

- c. RoseAnne Desmarais and Bruce Chapman, email correspondence dated February 9, 2022, regarding Bentley Street Zoning Amendment 140

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive email correspondence from RoseAnne Desmarais and Bruce Chapman, dated February 9, 2022, regarding Bentley Street Zoning Amendment.

- d. Rick and Judy Brownrigg, email correspondence dated February 13, 2022, regarding Zoning By-law Amendment 66-01 142

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive email correspondence from Rick and Judy Brownrigg, dated February 3, 2022, regarding Zoning By-law Amendment 66-01.

- e. Brad and Cathy Schwindt, correspondence dated February 14, 2022, regarding Bentley Street Subdivision 143

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Brad and Cathy Schwindt, dated February 14, 2022, regarding Bentley Street Subdivision.

- f. Bob and Jaime Radojcin, correspondence dated February 14, 2022, regarding development of Bentley St. Subdivision 144

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Bob and Jaime Radojcin, dated February 14, 2022 regarding development of Bentley St. Subdivision.

- g. County of Wellington, Notice of Completion, issued February 10, 2022, regarding Wellington County Road Master Action Plan 146

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington, Notice of Completion, issued February 10, 2022, regarding Wellington County Road Master Action Plan.

- h. Steve Clark, Minister of Municipal Affairs and Housing, correspondence dated February 7, 2022, regarding Ontario-Municipal Housing Affordability Summit and the Rural Housing Affordability Roundtable 147

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Steve Clark, Minister of Municipal Affairs and Housing, dated February 7, 2022, regarding Ontario-Municipal Housing Affordability Summit and the Rural Housing Affordability Roundtable.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

Recommendation:

THAT all items listed under Items for Consideration on the February 22, 2022 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

NOTICE OF MOTION

COMMUNITY GROUP MEETING PROGRAM REPORT

Councillor Yake (Ward 1):

- North Wellington Health Care Corporation – Louise Marshall Hospital
- Lynes Blacksmith Shop Committee
- Recreation, Parks and Leisure Committee
- Wellington North Power

Councillor Burke (Ward 2):

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

Councillor Hern (Ward 3):

- 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):

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

Mayor Lennox:

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

BY-LAWS

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| a. By-law Number 025-22 being a by-law to amend Bylaw 036-16 being a by-law to authorize the execution of an agreement between the Corporation of the County of Wellington and the Corporation of the Township of Wellington North (Roads Maintenance Agreement) | 148 |
| b. By-law Number 026-22 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North (Eastridge Landing, Arthur, Coffey) | 159 |
| c. By-law Number 027-22 being a by-law for the imposition of Development Charges | 162 |
| d. By-law Number 028-22 being a by-law to adopt the 2022 Municipal and School Board Election Voting Procedures Policy | 182 |
| e. By-law Number 029-22 being a by-law to adopt the 2022 Municipal and School Board Election Vote Counting Procedures Policy | 192 |
| f. By-law Number 030-22 being a by-law to authorize the execution of a Development Agreement Part of Park Lots 1 and 2 South of Clyde Street Plan Mount Forest, Part 6, 61R21657; Township of Wellington North with Maple Hill Estates Inc. | 200 |
| g. By-law Number 031-22 being a by-law to provide for advance votes to be held prior to voting day | 211 |
| h. By-law Number 032-22 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North (Avila) | 212 |

Recommendation:

THAT By-law Number 025-22, 026-22, 027-22, 028-22, 029-22, 030-22, 031-22, and 032-22 be read a First, Second and Third time and enacted.

CULTURAL MOMENT

- Celebrating Spinning Wheels in the Past and Now 218

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;

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at ___:___ 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;

1. REPORTS

- Verbal Report, Chief Administrative Officer, personnel matters

2. REVIEW OF CLOSED SESSION MINUTES

- February 7, 2022

3. RISE AND REPORT FROM CLOSED MEETING SESSION

Recommendation:

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

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the verbal report from the Chief Administrative Officer regarding personnel matters;

AND FURTHER THAT Council approve the confidential direction to staff.

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the February 7, 2022 Council Meeting

CONFIRMING BY-LAW

219

Recommendation:

THAT By-law Number 033-22 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, 2022 be read a First, Second and Third time and enacted.

ADJOURNMENT

Recommendation:

THAT the Regular Council meeting of February 22, 2022 be adjourned at ____ p.m.

MEETINGS, NOTICES, ANNOUNCEMENTS		
Wellington North Cultural Roundtable Committee	Thursday, February 24, 2022	12:00 p.m.
Mount Forest Aquatics Ad-Hoc Advisory Committee – via video conference	Tuesday, March 1, 2022	7:00 p.m.
Regular Council Meeting – via video conference	Monday, March 7, 2022	2:00 p.m.
Recreation, Parks and Leisure Committee – via video conference	Tuesday, March 8, 2022	4:00 p.m.
Saugeen Connects International Women’s Day Event	Tuesday, March 8, 2022	6:30 p.m. to 8:30 p.m.
Regular Council Meeting – via video conference	Monday, March 21, 2022	7:00 p.m.
Open House – Mount Forest Outdoor Pool	To be determined	

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
MINUTES OF REGULAR COUNCIL MEETING – FEBRUARY 7, 2022 at 2:00 P.M.
CLOSED SESSION TO FOLLOW OPEN SESSION
VIA WEB CONFERENCING <https://www.youtube.com/watch?v=YhBLNd8MsZc>**

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
	Payroll Administrator:	Laura Rooney
	Director of Operations:	Matthew Aston
Manager of Environment and Development Services:	Compliance Analyst:	Corey Schmidt
	Community Recreation Coordinator:	Sara McDougall
	Manager of Recreation Services:	Mandy Jones
	Economic Development Officer:	Tom Bowden
	Director of Fire Services:	Dale Small
	Risk Management Official:	Chris Harrow
	Manager of Development Planning:	Kyle Davis
	Senior Planner:	Curtis Marshall
	Senior Planner:	Jessica Rahim
		Mathieu Daoust

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2022-027

Moved: Councillor Yake

Seconded: Councillor Hern

THAT the Agenda for the February 7, 2022 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

PRESENTATIONS

1. Municipal Comprehensive Review/Official Plan Review
 - Jamie Cook, Watson & Associates
 - Brad Post, Watson & Associates
 - Sarah Wilhelm, Manager of Policy Planning County of Wellington
 - Aldo Salis, Director Planning & Development County Wellington

An overview of the Official Plan Update and Municipal Comprehensive Review (MCR) was presented. The MCR presentation focused on growth management and reviewed the Provincial drivers of growth that sets legislation and policies for growth, assigns minimum growth to Wellington to 2051, requires the County to distribute growth, directs where and how growth should occur, and has final approval authority. Phases of the work plan include phase 1 urban structure and growth allocations, phase 2 land needs assessment, phase 3 settlement area boundary expansion

Township MCR Recommendations include:

1. Policies to Phase Growth
2. Re-designating Future Development Lands
3. Re-designating per Community Growth Plan
4. Adjusting Growth Forecasts
5. Adjusting Urban Boundaries
6. Annexation Lands
7. Alternative Services
8. Dry Industry
9. Treatment of Leachate
10. Public Meetings

The Provincial Policy Context Overview involves three major key documents. Provincial Policy Statement, 2020; A Place to Grow, Growth Plan, Office Consolidation 2020; and Land Needs Methodology for the Greater Golden Horseshoe, 2020. The growth forecast for County of Wellington is a population of 160,000 and employment of 70,000 by 2051; an increase in population of 66,400 and 22,500 jobs. Growth targets in managing and directing growth have an intensification target of 20% in the annual housing within built-up area, and a community lands greenfield density target of 40 people and jobs/ha. An alternative target of 15% has been requested.

County of Wellington growth forecast and regional context looks at what drives population and employment. Opportunity for employment is a key driver for population and housing growth. Regionally the Greater Golden Horseshoe outer ring is forecast to increase its share of the Greater Golden Horseshoe population growth.

Growth forecast allocations include review of the Wellington County urban centres. The Wellington North population forecast anticipates growth in the urban centres of Arthur and Mount Forest; largely in Arthur. Wellington North's share of County population growth between 2001 and 2021 was 6%. It is forecasted to be 13% between 2021 and 2051.

The Wellington North Land Needs in the urban settlement area, including employment area and community area were presented. The employment area is considered to be industrial. In Arthur the designated land supply shows that 30% of future development lands are required and 100% of employment area lands are required. In Mount Forest 65% of future development lands are required and 60% of employment area lands are required.

Land needs key findings include:

- Just under half of lands designated as Future Development in the O.P. are required for residential and population-related employment use over the long-term planning horizon to 2051.
- All vacant Employment Area lands are required in Arthur.
- Surplus of Employment Area lands in Mount Forest (30% of vacant supply).
- In total 132 ha of designated lands in Wellington North (Arthur and Mount Forest Urban Centre) are identified as Excess Lands:
 - 61 ha in Arthur; and
 - 71 ha in Mount Forest.

The Growth Plan definition of excess lands is “vacant, unbuilt but developable lands within settlement areas but outside of delineated built built-up areas that have been designated in an official plan for development but are in excess of what is needed to accommodate forecasted growth to the horizon of this Plan”. It is our interpretation that Community Area and Employment Area Excess Lands are not interchangeable. Land needs are calculated separately for Employment Areas and Community Areas. Excess lands in one category does not preclude expansion in another category, however if appropriate Municipalities may consider the conversion of lands to address mis mismatches. It is important to recognize that Excess Lands do not involve a redesignation or change in settlement boundary. The land supply will be reviewed again at least a few times over the next 30 30-years. While Excess Lands do not have to be redesignated, Municipalities are required to identify these lands in the O.P. (i.e., as an overlay).

Next Steps include:

- Phase 2: Land Needs Assessment
 - Release Draft Phase 2 Report – late February 2022
 - Finalize Phase 2 Report - TBD
- Phase 3: Settlement Area Boundary Expansions and Planning Policy Recommendations (where applicable)
 - Timing to be determined
- Municipal Coordination
 - Regular meetings with Technical Resource Team
 - Additional meetings and correspondence with local municipal senior staff (as needed)
 - Attendance at local municipal Council meetings (as requested)

RECESS TO MOVE INTO PUBLIC MEETING

RESOLUTION: 2022-028

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North recess the February 7, 2022 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Harold and Bertha Martin, Minor Variance

CARRIED

RESUME REGULAR MEETING OF COUNCIL

RESOLUTION: 2022-029

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North resume the February 7, 2022 Regular Meeting of Council at 3:19 p.m.

CARRIED

ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING

1. Regular Meeting of Council, January 24, 2022

RESOLUTION: 2022-030

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council held on January 24, 2022 be adopted as circulated.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL

No business arising from previous meetings.

IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION

2b, 3a, 5b, 5c, 6a, 6c, 7c, 7g

ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION

RESOLUTION: 2022-031

Moved: Councillor Burke

Seconded: Councillor Hern

THAT all items listed under Items for Consideration on the February 7, 2022 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 Valley Conservation Authority, Authority Meeting, held on December 16, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Committee meeting held on January 20, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Maitland Valley Conservation Authority Members Meeting #11-21 held on December 15, 2021.

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority Summary of the General Membership Meeting held on January 28, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-003 being a report on Consent Application (Severance) B116-21 known as Part Lot 13, Concession 3 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B116-21 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT the owner enter into an agreement apportioning future maintenance costs on the Lehman Municipal Drain; and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment of the above mentioned drain;
- THAT driveway access can be provided to the retained lands to the satisfaction of the local municipality; and
- THAT the retained lands be rezoned to restrict residential development to the satisfaction of the local municipality and the County of Wellington Planning and Development Department

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-005 being a report on Consent Application (Severance) B4-22 known as Lot 9, E/S Arthur St., Plan Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B4-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT servicing can be accommodated on the severed lands to the satisfaction of the local municipality; and
- THAT the Owner satisfy the local municipality with respect to acceptable handling of the Township easement that currently crosses this property.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-006 being a report on Consent Application (Lot Line Adjustment) B6-22 known as Part Lot 19, Concession 10 in the former Township of Arthur.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B6-22 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

THAT the Council of the Corporation of the Township of Wellington North receive the Town of Grand Valley, Notice of Complete Application & Statutory Public Meeting for a Consent to Sever and Zoning By-law Amendment Applications, BH AGRI Ltd. 241010 Concession Road 2-3 (B01-2022 & Z01-2022).

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated January 27, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive for information Report TR 2022-001 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 approve Report OPS 2022-006 being a consolidated report on the Township's 2021 drinking water systems annual and summary report;

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

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2022-003 being a report on Clerk's Department 2021 year end report.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-005 being a report on amending Fees and Charges By-law 117-21 Schedule "C";

AND FURTHER THAT the Mayor and Clerk be authorized to sign the amending by-law.

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-006 being a report on amending the Council, Local Board, Committee and Advisory Committee Code of Conduct By-law 018-19

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law.

THAT the Council of the Corporation of the Township of Wellington North receive the Maitland Conservation, memorandum dated January 20, 2022, regarding Member attendance at Authority Meetings.

THAT the Council of the Corporation of the Township of Wellington North receive the Mount Forest Victory Church, correspondence dated January 25, 2022, regarding seeking reduction in water bill.

THAT the Council of the Corporation of the Township of Wellington North receive the County of Wellington Planning Committee Report, dated January 13, 2022, regarding County Official Plan Review – Progress Report #5.

THAT the Council of the Corporation of the Township of Wellington North receive the Planning Committee Report, dated January 13, 2022, regarding County Official Plan Review – OPA 119 Statutory Public Consultation.

THAT the Council of the Corporation of the Township of Wellington North receive the Roads Committee Report, dated January 13, 2022, regarding Road MAP: Speed Management Guidelines – Community Safety Zones.

THAT the Council of the Corporation of the Township of Wellington North receive the PIN, The People and Information Network, media release dated January 31, 2022 regarding “Our Community On Board” Co-operators supports “On Board” program.

THAT the Council of the Corporation of the Township of Wellington North receive the Notice of 2022 Municipal and School Board Elections, and the Information regarding 2022 Municipal Election Candidate Information Workshop, Thinking of Running For Council?

CARRIED

CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION

RESOLUTION: 2022-032

Moved: Councillor Yake

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2022-004 being a report on Consent Application (Severance) B3-22 known as Part of Park Lot 1, W/S of Main St and E/S of Foster St, Plan of the Town of Mount Forest.

AND FURTHER THAT Council recommend deferral until the applicant can provide further details regarding the proposal for the severed lands and how the site can function accordingly;

AND FURTHER THAT should the Planning & Land Division Committee approve the consent as proposed on application B3-22, the following matters are to be addressed as conditions of approval:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;

- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT servicing can be accommodated on the severed lands to the satisfaction of the local municipality;
- THAT the Owner provide to the satisfaction of the municipality a service cross section (hydro, gas, drinking water, sanitary, storm, telecom, etc.) that works within the 6m driveway entrance;
- THAT driveway access can be provided to the severed lands to the satisfaction of the local municipality;
- THAT zoning compliance is achieved on the severed parcel to the satisfaction of the local municipality and County of Wellington Planning Department;
- THAT the Owner satisfy the local municipality with respect to a traffic impact assessment; and
- THAT the Owner satisfy the municipality related to emergency services access to the property.

AND FURTHER THAT Council authorizes the Development Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

RESOLUTION: 2022-033

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2022-006 Wellington North Farmers Market (WNFM) 2022;

AND FURTHER THAT Council approve the WNFM Roles and Responsibilities Agreement with the Victory Church and Community Centre,

AND FURTHER THAT Council direct staff to prepare the necessary temporary road closure permit application for each Saturday from June 25th to Sept. 24th, from 8:30am to noon, for the portion of 320 King St. E at the Fairgrounds entrance in Mount Forest.

CARRIED

RESOLUTION: 2022-034

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-002 being a report on next steps for the Arthur Water Supply project;

AND FURTHER THAT Council award the next steps detailed within the report to Well Initiatives Limited at an upset limit of \$50,000 plus applicable taxes;

AND FURTHER THAT Council waive the competitive process detailed within the Township's purchasing and procurement policy for the well driller work associated with this project;

AND FURTHER THAT Council direct staff to increase the budget associated with the Arthur Water Supply project to \$175,000 to fund these next steps, with the additional \$75,000 being funded from the Waterworks Reserve Fund.

CARRIED

RESOLUTION: 2022-035

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-005 being a report on a pre-servicing agreement for the Cachet Developments (Arthur) Inc.;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the by-law to enter into a pre-servicing agreement with Cachet Developments (Arthur) Inc.

CARRIED

RESOLUTION: 2022-036

Moved: Councillor Yake

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-002 being a report on Dominion Voting Systems (tabulators for the 2022 municipal election);

AND FURTHER THAT Council award this project to Dominion Voting at an estimated cost of \$23,150 plus applicable taxes;

AND FURTHER THAT the Clerk be authorized to sign the agreement with Dominion Voting;

AND FURTHER THAT Council waive the requirement for a competitive process as detailed within the Township's purchasing and procurement policy.

CARRIED

RESOLUTION: 2022-037

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2022-004 being a report on amending Business Licensing By-law 058-16.

THAT FURTHER THAT Council direct staff that events of community significance food trucks will be licensed but the fee will be waived.

CARRIED

RESOLUTION: 2022-038

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority, Report Number GM-01-22-06, dated January 28, 2022 regarding Budget 2022 – Draft #2.

CARRIED

RESOLUTION: 2022-039

Moved: Councillor Burke

Seconded: Councillor McCabe

WHEREAS Girl Guides of Canada is a member of the World Association of Girl Guides & Girl Scouts (WAGGS) and celebrates World Thinking Day, first celebrated in 1926, that champions issues affecting girls and young women around the world; and

WHEREAS World Thinking Day 2022 will celebrate diversity and inclusion and is a global movement with members from 150 countries, representing diverse cultures and backgrounds; and, AND WHEREAS, Girl Guide Movement has been continuously active in Mount Forest since at least 1920.

NOW THEREFORE, I, Andrew Lennox, Mayor of the Township of Wellington North do hereby proclaim February 22, 2022 as “World Thinking Day” in the Township of Wellington North.

CARRIED

NOTICE OF MOTION

No notice of motion tabled

COMMUNITY GROUP MEETING PROGRAM REPORT

No community group meeting program reports.

BY-LAWS

- a. By-law Number 016-22 being a by-law to amend By-law 117-21 being a by-law to establish fees and charges for various services provided by the municipality
- b. By-law Number 017-22 being a by-law to authorize the sale of real property being Clyde St. being Part 1 on 61R-22139 PL Mount Forest; Wellington North, PIN: 71075-0014 (LT) (Weerham)
- c. By-law Number 018-22 being a by-law to authorize the sale of real property being Clyde St. being Part 3 on 61R-22139 PL Mount Forest; Wellington North, PIN: 71075-0014 (LT) (Hare)
- d. By-law Number 019-22 being a by-law to authorize the sale of real property being Clyde St. being Part 2 on 61R-22139 PL Mount Forest; Wellington North, PIN: 71075-0014 (LT) (Young)
- e. By-law Number 020-22 being a by-law to authorize the sale of real property being Clyde St. being Part 2 on 61R-22139 PL Mount Forest; Wellington North, PIN: 71075-0014 (LT) (1648308 Ontario Limited)

- f. By-law Number 021-22 being a by-law to amend By-law 018-19 being a by-law to establish a Code of Conduct for Members of Council, Local Board, Committee and Advisory Committee Members of the Township of Wellington North
- g. By-law Number 022-22 being a by-law to authorize the execution of a Preservicing Development Agreement between the Corporation of the Township of Wellington North and Cachet Developments (Arthur) Inc.

RESOLUTION: 2022-040

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 016-22, 017-22, 018-22, 019-22, 020-22, 021-22, and 022-22 be read a First, Second and Third time and enacted.

CARRIED

CULTURAL MOMENT

- Celebrating Robert Macdonald

After a life of contributions to his community, Robert Macdonald passed away in January 2022. Having spent his younger years on a dairy farm near Inglewood and later raising purebred Angus cattle, Robert's dedication to agriculture continued throughout his life. Following his move to a farm near Arthur in 1973, his family bred, raised, and exhibited champion purebred horses and ponies.

Agriculture interests occupied other aspects of Robert's life. He participated in Junior Farmers, serving as President of the Peel County organization in 1962. As well he became a 4-H Leader. After working in manufacturing with companies such as General Steel Wares, Robert took a position at the Arthur Recreational Centre and joined the Agricultural Society. This led to his involvement in Arthur's Fall Fair, where he contributed to its great success as one of the remaining true agricultural fairs in the province.

Robert's interests and participation in the community branched out to other aspects of rural culture. He worked with Little Theatre and passed on his life experience to youths through the Big Brothers and Cubs. Other organizations such as the Opportunity Shop and the Horticultural Society received his support.

One of Robert's most appreciated contributions was to local history. He joined the Arthur and Area Historical Society from its beginnings. He rarely missed a meeting, helping members focus on conducting them well. Robert was often available to assist visitors during Wednesday afternoon opening hours. He shared his memories and ideas with anyone who came.

Robert regularly attended the annual meetings of the Wellington County Historical Society, bringing greetings from Arthur and Area, reporting back so that the Society was kept up to date. During his busy time at the Fall Fair, he always took care of the Society's display needs.

Robert's love of local agricultural history showed in the farming artifacts he contributed to the Historical Rooms displays. He joined in the work of preserving and reviving the

Kenilworth Lynes Blacksmith shop, as part of the development of local tourism initiatives. His most recent work was with the Wellington North Cultural Roundtable, where he represented the Agricultural Society.

Robert Macdonald's most lasting gift was reminding everyone to retain those aspects of our rural past that laid the foundation of this close-knit community. As we mourn his passing, we also honor his dedication to our local way of life.

Submitted by Gail Donald Wellington North Cultural Roundtable

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;
- (l) education and training

RESOLUTION: 2022-041

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 4:20 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;
- (l) education and training

CARRIED

1. REPORTS

- a. EDO 2022-007 being a report on the 2022 Senior of the Year
- b. Training on municipal website (version not available to the public) Verbal only.

2. REVIEW OF CLOSED SESSION MINUTES

- December 13, 2021 Council Meeting

3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2022-042

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 5:01 p.m.

CARRIED

RESOLUTION: 2022-043

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2022-007 being a report on the 2022 Senior of the Year;

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2022-044

Moved: Councillor Burke

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the December 13, 2021 Council Meeting

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2022-045

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 023-22 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 7, 2022 be read a First, Second and Third time and enacted.

CARRIED

ADJOURNMENT

RESOLUTION: 2022-046

Moved: Councillor Hern

Seconded: Councillor McCabe

THAT the Regular Council meeting of February 7, 2022 be adjourned at 5:03 p.m.

CARRIED

CLERK

MAYOR

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 MINUTES OF SPECIAL COUNCIL MEETING – FEBRUARY 10, 2022 AT 2:00 P.M.
 VIA WEB CONFERENCING <https://www.youtube.com/watch?v=-jK9N-QAx70>

Members Present:	Mayor:	Andrew Lennox
	Councillors:	Lisa Hern
		Steve McCabe
		Dan Yake
Members Absent:	Councillor:	Sherry Burke
Staff Present:		
	Chief Administrative Officer:	Michael Givens
	Director of Legislative Services/Clerk:	Karren Wallace
	Deputy Clerk:	Catherine Conrad
	Director of Finance:	Adam McNabb
	Director of Operations:	Matthew Aston
	Manager of Transportation Services:	Dale Clark
	Manager of Environment and Development Services:	Corey Schmidt
	Community Recreation Coordinator:	Mandy Jones
	Economic Development Officer:	Dale Small
	Chief Building Official:	Darren Jones
	Deputy Chief Building Official:	Brian Corley
	Building Inspector:	Natalie Jackson
	Development Clerk:	Tammy Pringle
	Director of Fire Services:	Chris Harrow
	Manager of Development Planning:	Curtis Marshall

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2022-047

Moved: Councillor Hern

Seconded: Councillor Yake

THAT the Agenda for the February 10, 2022 Special Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

PRESENTATIONS

John Murphy, Municipal Finance Specialist, DFA Infrastructure International Inc.

Derek Ali, President, DFA Infrastructure International Inc.

- 2021 Development Charges Background Study & By-law Review

The objective of the meeting was to provide background on Development Charges, present the draft study and by-law, and obtain feedback from the public.

Development Charges (DCs) are levied against new development to recover net capital costs required to service anticipated growth. The principle behind DCs is "growth pays for growth" where growth does not place an undue burden on existing taxpayers. Development Charges do not pay for operating costs, recover costs for local services (works internal to a subdivision), or pay for asset replacement.

Municipalities are given the authority under the Development Charges Act, 1997 and O.Reg. 82/98. The Act requires that the preparation a Background Study, at least one public meeting be held and that a Development Charges by-law be passed (DC by-laws are valid for five years with the current DC by-law expiring on June 16, 2023) It was noted that amendments to the Development Charges Act states all existing DC By-laws expire on September 18, 2022. The new by-law reflects amendments to the Development Charges Act that were made through the More Homes, More Choice Act, and COVID-19 Economic Recovery Act, including changes to the DC recoverable costs, changes to statutory exemptions, and changes to the interest rate applied to installment payments and charges determined at the time application for Site Plan or Zoning By-law Amendment is made.

The Development Charges Act (as amended) allows for certain types of development to defer payment of charges. Rental Housing that is not non-profit and institutional development can pay DCs in six annual installments. Non-Profit Housing can pay DCs in twenty-one annual installments. The Township currently has a policy on rules around deferred payments, including interest to be charged on outstanding development charge amounts.

Main components of a DC background study include development forecast, historic service levels, capital program and DC related policies. Services included, residential growth forecasts, municipal wide employment growth forecasts, historical service levels, and capital costs are considered in calculating charges. Draft Development Charges, comparison with existing DC rates, comparison with other municipalities and current and proposed rules were reviewed.

Next steps include approval of the DC By-law on February 22, 2022 with the by-law coming into force on April 1, 2022 with the 40 day appeal period ending April 3, 2022.

Patti Jo McLellan-Shaw, Hapfield Developments, 695 Queen Street West, Mount Forest, requested clarification regarding the discounts for purpose-built rentals. Mr. Murphy explained that development charges for purpose-built rental in the central intensification corridor are half of the charges presented. The intensification corridors were reviewed. There are incentives for purpose built rentals of 25%, 35% or 50% deduction, depending on where it its built. Mayor Lennox clarified that we had

reductions related to purpose built rentals in place in the previous version of the by-law.

Mayor Lennox commented that Wellington County is entering into a Development Charges review this year. Many municipalities will see their rates go up and we are fortunate to see rates remain stable from the past by-law to the current version.

CAO Givens stated that we have had, and are pursuing, conversations with the County around incentives similar to what we have and that it would further incent the attainable housing and purpose built rental or reductions related to industrial and commercial in a similar fashion. We would like the County to consider those types of incentives as the County development charges are charged to the same people working with us. If we are trying to incent that type of activity across the County, it would be nice to have consistent incentives.

Councillor Yake inquired if it has just been Wellington North asking for incentives or have all municipalities in the County been having this discussion. Mayor Lennox stated that we have been the leader in requesting incentives from the County. There is a recognition that purpose-built rentals are needed across the County. The Attainable Housing Taskforce is focused on how we get rental housing built because it is needed. There haven't been requests from other municipalities because no one else has been doing it. We have been the leaders in this, and we are seeing far more investment and interest in this type of housing than we have seen in the past period, partly because of incentives.

RESOLUTION: 2022-048

Moved: Councillor McCabe

Seconded: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive for information the 2021 Development Charges Background Study & By-law Review presented by DFA Infrastructure International Inc.

AND FURTHER THAT staff be directed to bring the development charges by-law to a future meeting of Council.

AND FURTHER THAT the Mayor and Clerk be authorized to sign the by-law.

CARRIED

CONFIRMING BY-LAW

RESOLUTION: 2022-049

Moved: Councillor Hern

Seconded: Councillor Yake

THAT By-law Number 024-22 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Special Meeting held on February 10, 2022 be read a First, Second and Third time and enacted.

ADJOURNMENT

RESOLUTION: 2022-050

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Special Council meeting of February 10, 2022 be adjourned at 2:41 p.m.

CLERK

MAYOR

MOUNT FOREST BUSINESS IMPROVEMENT

ASSOCIATION MEETING MINUTES February 8th, 2022 @ 8:00 AM

First Baptist Church 116 Fergus St

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Andrew Coburn, Bill Nelson, Kayla Morton, Dwight Benson, Kathleen Delchiaro

Staff: Dale Small

ABSENT ATTENDEES

Jessica McFarlane, Jayme Hewson

ADOPTION OF MINUTES

MOTION CARRIED TO APPROVE AGENDA

Moved: Kayla Morton Seconded: Bill Nelson

ITEMS FOR CONSIDERATION

1. **BMO Hardscape:** Proposal to get 2-3 quotes from landscapers for possible submission to BMO by March 1st. Must include idea, cost, scope of work and schedule for contractors. Creation of Subcommittee of Andrew, Jayme, Kat, Dwight. Motion Carried for subcommittee 1st Bill Nelson 2nd Kayla Morton
2. **Downtown Mount Forest Events:** Date for sidewalk sale tentatively August 14th. Halloween event (trick or treating) could also include sidewalk sale. Christmas wrapping to continue. Proposed Mural idea in which we would like to contribute the funds from Meet Me On Main St tees “Gold Wings.” Location secured by Andrew. Discussed with Richard Sharpe and he is very interested. Plaques going to be a focus going forward. Kayla to investigate with

- Dale/historical committee. Idea is to have plaques on each building fo the original picture of building.
3. **Street Cleaning:** Still looking for someone to fill the position.
 4. **Liaison For Chamber:** Share meeting minutes with Chamber member, not volunteers from BIA would like to attend.
 5. **Red Grant:** Approval for all requests except curb extension. See enclsoed report
 6. **Banners:** Dwight ordering more banners as there are three of four posts missing. Need six banners. Cost is up over 60% per banner. Dwight

NEXT MEETING

March 8th 8am

ADJOURNMENT

Moved: Dwight Benson

Seconded: Kathleen Delchiaro



Economic Development February 2022 Update Mount Forest BIA

Lockdownlove Program

The Lockdown Love program has been running since January 31st and ends February 14th. Five MF winners and five Arthur winners will receive a \$100 gift card purchased by Wellington North from a business that is registered on shopwellingtonnorth.com and/or is a Chamber member.



Community Growth Plan. Since the completion of our Community Growth Plan (CGP) in 2017, housing and population forecasts have turned from being “*what we hope might happen*” to “*what is actually occurring*” in our community. As predicted in 2017 housing and population growth is exploding in Wellington North with 2021 seeing the most development ever. This has partially been fueled by the completion of the Arthur Wastewater Treatment plant however growth is occurring equally in both urban centers as we expected. To reach the 2051 targets, we had forecast the need to grow by eighty-six households and 229 population per year. Since 2018 residential developments completed/underway/planned in Wellington North show growth of 922 units in Arthur, 1053 in Mount Forest and ninety-seven outside our urban centers. Over the next ten - fifteen years we can expect to grow at a rate of 125+ households/year and 325+ population/year and with everything that we see coming in terms of future development we realistically expect to exceed the growth forecasts 10 – 15 years early.

The substantial increase in development charges collected by the Township is also good news. Council’s position is “development pays for development” so this will help to fund the infrastructure required to support this growth. Our intent is to initiate CGP 2.0 in 2022 and we kicked this off at the Municipal Comprehensive Review, (MCR) education session at the February 7th council meeting.

	Permits Issued	Construction Value	Permit Fees	Development Charges
Total Year 2021	364	\$ 80,324,934.00	\$ 619,157.29	\$ 2,008,161.67
Total Year 2020	225	37,645,900.00	317,838.92	598,367.95
Total Year 2019	265	52,011,850.00	343,347.65	447,734.67
Total Year 2018	257	44,735,850.00	378,627.06	734,818.65

Saugeen Connects partnership with the Saugeen Economic Development Corporation, Brockton, Hanover, West Grey, Minto, and Wellington North, expanded in 2021 with Aaron-Alderslie and South Bruce joining the team. Also, in 2021, WOWSA, (Women of Wellington Saugeen Area) folded in under Saugeen Connects which will enable us to better promote and expand this network. We have just hired Katrina Day as our P/T Project Coordinator and programs like the Student Startup program, Succession Planning Program and the Advancement of Women webinar series will be our main focus. This series of ten webinars will launch with a guest speaker, Amanda Lynn Mayhew, on International Women's Day on March 8th. A copy of the flyer and registration details follow. We have been actively promoting on social media and would ask the Chamber to do the same. Details and application guidelines on the Advancement of Women webinar series will follow shortly.

Saugeen Connects
PRESENTS
INTERNATIONAL *Women's Day*

Join us to hear keynote speaker
Amanda Lynn Mayhew
as we explore **WOMEN EMPOWERMENT:**
Overcoming Barriers & Biases

For more information, visit
www.saugeenconnects.com
or call 519-799-5750 (Toll-Free at 1-877-335-7332)

JOIN US VIRTUALLY (FOR FREE!)
MARCH 8, 2022
6:30 - 8:30 PM ON ZOOM

To register, please email saugeenconnects@sbdc.ca today!

AMANDA LYNN MAYHEW
Just Hunt Inc.

This local, award-winning, tough outdoorswoman is the creator of *Just Hunt INC.* This young woman has proved her worth as an athlete, inspirational speaker, angler, power sports enthusiast, sport shooting advocate, and a hunter whose mission it is to pass on the passion to our future. She's the star of *Just Hunt* and a new TV series, *THAT Hunting Girl*, airing on the Sportman's Channel Canada.

Rural Economic Development (RED) Grant Although we cannot make any formal announcement until the Province does, I'm pleased to say that we received 30% funding for four of the five projects as follows:

Project	Project Costs	RED Funding (30%)	BIA Funding (50%)	WN Funding (20%)	Project Timeline
BMO Parklet	\$35,000	\$ 10,500	\$ 17,500	\$ 7,000	April 1 st – June 30 th , 2022
Downtown Mural	\$ 4,000	\$ 1,200	\$ 2,000	\$ 800	April 1 st – July 29 th , 2022
Downtown wifi	\$ 35,316	\$ 10,595	\$ 17,658	\$ 7,063	Jan 2 nd – Mar 31 st , 2023
Outdoor Gym	\$ 33,000	\$ 9,900	\$ 16,500	\$ 6,600	Jan 2 nd – June 30 th , 2023
Curb Extension	\$ 164,595	Declined			
Totals		\$32,195	\$53,658	\$21,463	\$107,316

- Project Timelines are important to ensure RED funding so we need to complete on/close to schedule.
- BIA will need to cover the Project Costs/expenditures and provide WN with proof of payment. We will then advance the WN & Red funding and submit the paperwork to OMAFRA for reimbursement.
- Curb Extension will require a separate discussion and approval by council if BIA wishes to move ahead.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
RECREATION, PARKS AND LEISURE COMMITTEE MEETING MINUTES
TUESDAY, FEBRUARY 8, 2022 @ 4:00 P.M.
VIA WEB CONFERENCING**

Committee Members Present:

- Steve McCabe, Councillor, Chair
- Brian Milne, Deputy Mayor, Township of Southgate
- Dan Yake, Councillor

Staff Members Present:

- Matthew Aston, Director of Operations
- Mandy Jones, Community Recreation Coordinator
- Tom Bowden, Recreation Services Manager
- Karren Wallace, Director of Legislative Services/Clerk
- Jessica Turnbull, Administrative Support

Guests:

- Lisa Hern, Councillor
- Alan Rawlins, Lions Member

Calling to Order
Chair McCabe called the meeting to order at 4:00 p.m.
Adoption of Agenda
RESOLUTION RPL 2022-001 Moved by Member Yake Seconded by Member Milne <i>THAT the agenda for the February 8, 2022 Township of Wellington North Recreation, Parks and Leisure Committee meeting be accepted and passed.</i> CARRIED
Disclosure of Pecuniary Interest
None
Minutes of Previous Meeting – December 7, 2021 (approved by Council on December 13, 2021)
Report Business Arising From Minutes
None
Presentation
Scott Robinson of Architects Tillmann Ruth Robinson

RESOLUTION RPL 2022-002

MOVED BY Member Milne

SECONDED BY Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information the presentation on the Mount Forest outdoor pool by Scott Robinson of Architects Tillmann Ruth Robinson;

AND FURTHER THAT the Recreation, Parks and Leisure Committee set March 8, 2022 as the date for the public meeting.

CARRIED

Scott Robinson, Architects Tillmann Ruth Robinson, presented three concepts for the outdoor pool.

Member Milne asked if the prevailing wind direction have any bearing on layout with pools or accessories that go around it. Scott Robinson explained, it really becomes the element of the comfort on the deck and the exposure to the sun. Prevailing winds don't look like an issue in any of the concepts as there are some treed areas and buildings.

Member Milne asked the depth of the water in the beach, flat and swim lanes. Mr. Robinson answered that beach entry starts right at the deck and slopes down to the flat area which is around 38-42 inches for the Aquafit and same with the swim lanes. The deep end is depending on the height of the diving board, about 9 feet which is standard for a 1-meter dive board.

Member Milne asked the Recreation Services Manager (RSM) about his thoughts on the separate washroom facility to the bathhouse and if that is something that staff threw in there or if it is from the pool design company.

RSM explained that there are washrooms at the pavilion and are generally open daily to the public just across the street and wasn't in favour of the idea.

Chair McCabe asked if there are berms on the East and South side for privacy and wind break.

Mr. Robinson answered we would support putting in berms to the east and a bit towards the south with potentially doing a small one between the parking and deck space. He explained they want to try and allow some degree of privacy.

Member Yake asked the Director of Operations (DOO) if the future development to the east of the site is owned by the municipality. DOO answered that it is not municipal owned property.

Member Milne asked Mr. Robinson about the concept of the trellis and if it is the expectation that people come through the bathhouse to view the activities and children or do, they bring lawn chairs outside the fence. Mr. Robinson suggested not to set up viewing areas outside the limits of the fence as it's nice to know who's in the

facility and whose accompanying kids. Mr. Robison suggested everyone on the deck should be checked in and accounted for.

The Clerk mentioned that having all the spectators within the facility is a lot of screening and a lot of people to check in.

Mr. Robison mentioned that there is a fair bit of deck space, and they can expand it as desired but will bend the budget. Seating can be relative to the programming offered.

DOO stated that this is the first time these concepts have been made public and part of the process will be to see what public consultation results in. In Arthur there is a stand outside of the fence. Another thing to note is that some of the ideas shown on the concept's such as sunshades climbing walls etc. might be items that the fundraising committee takes under their wing from a funding standpoint.

There is another meeting tonight with the fundraising committee where some elements like the water feature and beach entry might be something that gets particularly fundraised for. All three concepts are in the magnitude of 5 million dollars and more than what the Township was planning for.

The public meeting suggested for March 8th and most likely will be remote.

Deputation

None

Ad Hoc Committee Updates

Arthur BMX Skateboard Park Ad-Hoc Advisory Committee meeting of January 26, 2022

Resolution RPL 2022 – 003

Moved by Member Milne

Seconded by Member Yake

THAT the Recreation, Parks and Leisure Committee receive for information the minutes of the January 26, 2022, Arthur BMX Skateboard Park Ad-Hoc Advisory Committee meeting;

AND FURTHER THAT the RPL Committee supports continuing negotiations with the Canadian Ramp Company on their proposal, removing the bike park, increasing half pipe to 5', quarter pipe to 4', with additional design considerations to be given to the pump track (layout, location, cost).

CARRIED

DOO shared that this was the meeting to evaluate proposals received for the skate park. After the request for proposal period no tenders were received. There was one received late, and staff agreed to open and review. There were two proposals to look at, one was the original proposal which was a skate park, pump track and a bike

track. As well that day Canadian Ramp Company working with staff put together a subsequent proposal that showed a skate park and pump track. The Report is what staff have come up with while working with Canadian ramp company. The Canadian Ramp Company does not recommend increasing the height of the two features because it would make it more difficult for junior skaters.

Councillor Hern stated that they have decided to combine the two proposals. The first one did include the BMX component, but they decided against that due to maintenance. She mentioned she does not like that the second proposal included grass in the middle of it.

Mr. Rawlins questioned raising the height of the quarter and half pipes as Canadian Ramp Company indicated it would not be friendly to smaller kids. The DOO answered that the recommendation that is before committee is to not raise them and stay with the 4 and 3 ft options, keeping in line with Canadian Ramp Company's recommendation. Director of Operations explained that the Canadian Ramp Company mentioned the system is very modular and if desired features can be added in the future.

Mr. Rawlins questioned if wood chips could be used when it comes to the pump track and the infield. Staff are currently looking at gravel which is low maintenance but could consider wood chips.

Reports

RPL 2022-001 Award of Brent Barnes Memorial Skatepark

Resolution RPL 2022-004

Moved by Member Yake

Seconded by Member Milne

THAT the Recreation, Parks and Leisure Committee receive Report RPL 2022-001 being a report on the award of the Brent Barnes Memorial Skatepark;

AND FURTHER THAT Committee recommend the Council of the Township of Wellington North award the Brent Barnes Memorial Skatepark to Canadian Ramp Company at a cost of \$170,294.00 plus applicable taxes;

AND FURTHER THAT the Committee recommend Council approve a 4' half pipe and a 3' quarter pipe;

AND FURTHER THAT Council authorize the Director of Operations or their designate to sign any necessary agreements with the successful bidders to execute this project.

CARRIED

Mr. Rawlins asked the Director of Operations how the Canadian Ramp Company fastens the ramps down to the concrete. It was revealed that they lag the bolts into the concrete slab making a flat smooth slab.

The Director of Operations mentioned that the township can work with the lions first thing this spring as it relates to what the slab needs to look like.

Items for Consideration

The CAO discussed how the township have been contacted about hosting the Vax bus at the Arthur Community center and looked to run it past committee for thoughts and concerns. The Vax Bus has inquired about the site and access to washrooms as they are just in the preliminary stages of the process.
No concerns mentioned.

Roundtable

Member Yake asked RSM how things have gone since facilities have opened the last few weeks. The Recreation Services Manager mentioned things are going well and everyone is on board with the processes implemented there hasn't been any issues.

Ice extension (verbal)

The RSM explained that sports groups were notified January 25th about the new regulations, and we were prepared as they were given weeks notice to get ready for their return.

The ice will be taken out in Arthur March 28th and in Mount Forest April 4th.

Adjournment

RESOLUTION RPL 2022-005

Moved by Member Yake

Seconded by Member Milne

THAT the Township of Wellington North Recreation, Parks and Leisure Committee meeting of February 8, 2022 be adjourned at 5:05 p.m.

CARRIED

Mount Forest District Chamber of Commerce Meeting Minutes

December 14th, 2021

ATTENDANCE

• Shawn McLeod	President
• Kelly Dimick	Vice- President
• Sharon Wenger	Treasurer
• Crystal Seifried	Director/ Secretary
• Emma Jeffries	Director
• Matt Lantz	Director (Absent)
• Wayne Billings	Director (Absent)
• Stacey Stevenson	Administrator
• Corbin Peter	Administrator
• Dale Small	Wellington North Township, EDO
• Lisa Hern	Wellington North Township Council Representative

I. Call to Order

President Shawn McLeod called to order the regular meeting of the Mount Forest District Chamber of Commerce at 7:05 pm on January 11, 2021, on a virtual Zoom Meeting.

II. Economic Development Report – Dale Small, EDO Township of Wellington North

- a) Shout out to Stacey, Corbin and the Mount Forest Chamber of Commerce for a well executed 24 days of Christmas Promotion and Social Media Campaign.
- b) Council deemed June 30 – July 4th 2022, Arthur's 150th Celebration dates
- c) Lock Down Love – Dale asked for the support of Stacey & Corbin in helping to promote Lock Down Love again this year. (Initiative of Mapleton, Minto & Wellington North. Draw will be done Valentines Day. The contact to assist would be Somer or Erin in Minto. Erin Raftis has replaced Taylor Keunen as the Marketing & Community Development Coordinator for the Town of Minto.
- d) CIP Grants. Council approved \$4500 in Grants for Hairforce One & Precious Paws. 2021 budget is \$35M
- e) Saugeen Connects A.W.E. Seminars started at the end of January 2021. Similar seminars planned for 2022. Hiring a new co-ordinator in the works. International Women's Day March 8, 2022 will also have an event with a speaker as part of this program.

III. Council Notes – Councillor Lisa Hern

January 10th Council meeting had presentations for the Saugeen Conservation Authority annual Budget.
 Director of Finance - 2% Tax Increase proposed
 Municipal Insurance - 2 quotes received from Coburn Insurance

IV. Approval of Minutes from December Meeting

MOTION to Approve – Sharon Wenger

2nd BY – Emma Jeffries

V. Treasurer's Report/Monthly Cheque Log Review and Approval December 2021

MOTION to Approve -Sharon Wenger

2nd BY – Emma Jeffries

VI. Sub Committee Updates

a) Office Operations -

Building – Tenant Issues. Hot Water Leaking.

One apartment Dryer is broken. Mac Donald's Home appliance scheduled for Thursday

Office – Remains closed due to Covid restrictions.

b) Social Media Update – Corbin

A lot has happened since November

Ladies Night – Very successful. Included spotlights on participants. Sharon, Stacey and Corbin dressed as Elves gifting shoppers with Chamber bucks.

Christmas Tree Lighting downtown – Lots of positive comments, Great participation at the event and online engagement.

24 Days of Santa – Consistent engagement of at least 70 – 100 on each post. Promotion of Santa seen at local Chamber of Commerce businesses. Included Retail, industry and health services.

New year posts – Focus on shop local, keeping local in mind during Covid restrictions

2022 Planning – Stacey and Corbin to work on a schedule.

Credit given also to Stacey for making this past year's social media a team effort.

c) Fireworks Festival Update – Sharon

Cautiously moving forward with newest restrictions.

Sharon had an interview with 88.7 The River regarding what it takes to run a festival and to promote the need for volunteers.

Staying positive that a Festival will be possible for 2022

d) Member Relevance Committee - Stacey

- Membership packages in the works.
- Stacey will provide an updated membership list to board members.

e) Digitalization Committee – Matt

- Matt has other commitments until Spring.
- Discussion about a plan to update the current website.

VII. New Business - Mount Forest Showcase/ Home Show – Emma Jeffries (Chair)

Date for this will be April 2023 due to the ever changing Covid restrictions.

Committee feels there is not enough time for the committee or participants for a 2022 event.

The committee will start monthly planning meetings

In talking to local businesses there appears to be a lot of support

VIII. New Business – Budget & Mortgage Renewal – Sharon Wenger, Treasurer - Shawn McLeod, President

a) Sharon has been working on a 2022 budget which she has shared with Board Members. There are some concerns due to lack of events. Noting that it is still fluid. Shawn doesn't see a need to panic, but agrees that we need to look at grants and plan for events that may bring in funding.

Hoping for a final budget to be voted on at February meeting.

b) Shawn will look into what needs to be done to renew the Mortgage.

- c) Discussion around committees submitting budgets to the board. A template could be used in establishing consistency.

IX. New Business – Shop Wellington North – Stacey

a) Stacey has been busy removing non gift card items off of the site.

The cost of this program will be affordable and manageable with gift cards versus product sales.

Some examples were given. Dale agrees that straight gift cards is a good way forward.

There may be other uses for this program. ie. Purchase of Chamber \$\$

a) Round Table

Corbin – Thank you for the Gift Card

Emma – Christmas Lights – What are we doing with them?

Sharon suggested unplugging them and taking off what we can. Leaving the rest until the Spring to decide whether the ones in the tree can stay up.

Crystal – Questions raised regarding updates on current board members and a new membership list.

Updating the website. (Emma offered to help with updates or changes)

Discussion regarding the Wellington County Shop Local grant. shopwellingtoncounty.ca

is a Wellington County Chambers initiative that includes Ad promotions, website, videos, Coupon book

Asking about communication regarding this.

Stacey – This has mostly been in the hands of a marketing co-ordinator and Centre Wellington Chamber of Commerce.

They have provided tool kits, organized coupon books to be distributed through the Wellington Advertiser, January 27th to all of Wellington County. Local videos are well done for both Arthur and Mount Forest. Some snags with the Coupon booklet. Both are up on the website.

They have requested Winter Wonderland photos. Wellington Drone was suggested.

Sharon – Guide – Last guide was produced as a 2020-2021. We need to make a decision to renew. This has created a good income for the Chamber in the past. Further discussion for February meeting.

Annual Calendar of Events – moved to February

Insurance – Motion to increase the value of building to increase the value of the building to its current assessment of \$731,136. An increase in premium of \$200/yr offset by reduction of value of rental income.

Motion by Sharon Wenger

2nd By Kelly Dimick

Kelly – Nothing to report

Shawn – Mentioned Roslyn Fortier had offered to help with the guide.

Stacey – Officers able to sign cheques updated.

Rapid Tests – Going very fast when they come in. Should be able to get more at the end of the month.

Quick Books – Cost of \$40 per month will allow for 3 users.

Motion to purchase online quick books. MOTION by Kelly Dimick

2nd by Sharon Wenger

Meeting Adjournment

Shawn Adjourned the meeting at 8:19pm **Next meeting will be February 8, 2022 at 7:00 pm.**



146 George St., P.O. Box
Arthur, Ontario N0G 1A0
(519)-848-5603

**Directors Meeting Minutes
January 12, 2022**

Attending: Paula Coffey, Bonnie, McIntosh, Faye Craig, Stacey Stevenson, Dale Small, Tom Gorecki, Lisa Hern

Stacey called the meeting to order @ 5:33 pm and welcomed everyone for coming

Approval of previous months minutes:

-Minutes approved by Tom and seconded by Bonnie

Committee Reports:

1. **Economic Development Report** – Dale Small
 - Lockdown Love is back and would like the Arthur Chamber to participate. It's the same contest set up as last year. The Economic Development Department will be purchasing gift cards from each town and select winners at the end of the contest. Chamber is to promote on social media and to randomly select 5 winners at the end of the campaign.
 - Community Improvement Program – A couple applications have been submitted and council has approved a few already.
2. **Council Report** – Councillor Lisa Hern
 - Council approved a budget on Monday with a 2% increase across the board.
 - Insurance was discussed and has been increasing significantly over the years with a current quote of \$269,000.00. Staying with the same the same broker but are switching insurance companies.
 - Council approved a plan for Arthur's 150

Open Business:

- Arthur 150 – Dale. Council approved the dates of June 30-July 4. Event has been declared municipally significant event and community festival. This will open up some other insurance options and possible funding opportunity. A letter from the Cultural Round Table was sent out late last year to all groups and organizations to start planning for 150. Next step is to organize a committee meeting for 150 planning. Council has agreed to close down main street.

- Arthur 150 – Lisa. The council was looking to have some of the Snow Birds do a fly by over Arthur. Council had to approve the air space. We will not have the Snow Birds but are looking to have some sort of planes fly overhead.
Lisa has suggested Faye to be the chair of the 150-planning committee.
- Arthur 150 – Stacey. Ideas that could be an option: Throw back Thursdays with local businesses leading up to event, art contests with birthday cards or t-shirt designs, historic window displays, yearbook, new banners for lights (BIA), lawn signs to sell. Possibility of sponsors for contests. We should also get the same window artists to decorate the storefront windows in relation to Arthur 150/Canada Day – Paula will reach out and arrange with Elaine.
- Wightman’s – Stacey. Stacey will be arranging meeting times with the board directors individually to participate in interviews for the new What’s Happening; Arthur tv segment.
- Canada Summer Jobs – Stacey. Stacey will apply to get funding to bring in a student for a couple months and help with Canada 150.
- Blood Labs – Bonnie. Looking into the option of getting a weekly blood lab set up in Arthur so people can get blood work done easier. This service isn’t currently offered.
- Office Hours – Stacey. Hoping to have the Chamber office open from 11-4 every Wednesday.

Round About –

Bonnie – Suggested that we possibly continue on with the egg hunt. Will discuss more in February.

Presidents Report – Tom

Nothing.

Additions and Deletions:

- Nothing to add

Financial Statements:

Provided by Be Sure Financial

Meeting closed by Paula and Faye seconded @ 6:21 pm

Meeting Outline for 2022

February 9, 2022

March 9, 2021

April 6, 2021

Chamber AGM

TBD – Late October



PLANNING REPORT

for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development Department

DATE: February 16th, 2022
TO: Mike Givens, C.A.O.
 Township of Wellington North
FROM: Jessica Rahim, Senior Planner
 County of Wellington
SUBJECT: **Recommendation Report**
Zoning By-law Amendment (ZBA25-21)
Avila Investment Inc. (Subdivision 23T-13002)

SUMMARY

Following the public meeting held on January 10th, 2022, Staff have prepared this report to provide the Township with recommendations regarding the above-noted zoning by-law amendment to rezone the lands to correspond with and implement the Draft Approved Plan of Subdivision (23T-13003).

Planning Staff have no concerns with the proposed residential zoning being put in place, which is consistent with the previously approved Draft Plan of Subdivision. This zone amendment is required as a condition of draft approval.

A recommendation in regards to the proposed commercial Blocks (Block 269 and Block 270) has not been brought forward at this time. Staff generally do not have any concerns with the proposed commercial uses as it is consistent with the approved draft plan, however Planning Staff have asked the applicant for additional details and information regarding the proposed residential component. The applicants requested an increased height of 18.5 m on the commercial blocks to accommodate up to 4 residential floors above a commercial use.

Planning Staff note that the engineering design details are underway in order to address stormwater management, traffic, grading etc. This will be reviewed by Township Staff as a requirement of condition of draft approval.

A final draft zoning by-law rezoning the residential and open space portion of the subdivision has been prepared and is attached to this report for Councils consideration. A further recommendation report addressing the zoning for the commercials blocks will be brought forward at a later date.

LOCATION

The land subject to the proposed amendment is situated in the Urban Centre of Mount Forest (Wellington North) and is legally described as Part Parks lots Q & R, Survey MacDonald's Mount Forest, Part Lot 2, Concession WOSR, Divisions 3 & 4, geographic Arthur Township, being Parts 1 on Reference Plan 61R-7881, Township of Wellington North. The property is approximately 31.1 hectares (76.8 ac). See figure 1.



Figure 1: 2015 aerial photo of the subject lands

Proposal

The subject lands are currently zoned Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28). An application to amend the Zoning By-law to implement the proposed Draft Plan of Subdivision 23T-13002 has been submitted to the Township. The amendment facilitates the development of 231 single detached lots, 30 semi-detached lots (60 units), 120 street townhouses, two Commercial Blocks, a Park Block and a Stormwater Management Block. (See Figure 2 below) The Subdivision (23T-13002) was draft approved on October 2, 2018.

The proposed Zoning By-law amendment will rezone the subject lands from Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) zone to:

- Low Density Residential (R1B) zone;
- Site Specific Low Density Residential (R1B-64) zone;
- Site Specific Low Density Residential (R1B-69) zone;
- Site Specific Low Density Residential (R1C-65) zone;
- Site Specific Medium Density Residential (R2-66) zone;
- Site Specific High Density Residential (R3-67) zone;
- Site Specific Highway Commercials (C2-68) zone; and
- Open Space (OS) zone.

This amendment is also seeking zoning relief to permit reductions in frontage and setbacks and increased building height in the commercial blocks (269 and 270), in order to accommodate the mixed uses on the main floor level and 4 storeys of residential units above for a total of 5 storeys.

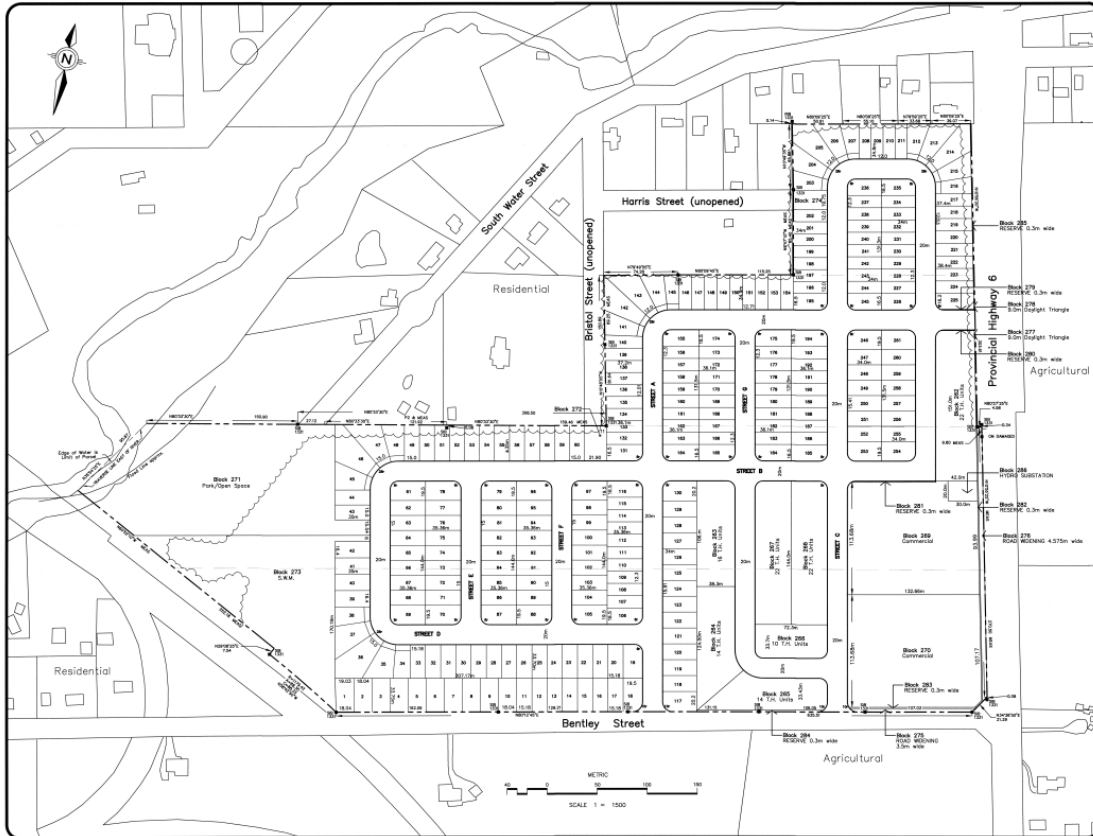


Figure 2: Draft Plan of Subdivision 23T-13002, submitted by J.L. Cox Planning Consulting Inc.

PUBLIC MEETING COMMENTS

A public meeting was held on January 10th 2022. 2 neighbouring property owners/residents spoke at the public meeting. Written comments have also been received from the public and are available for review in the file. The concerns raised by the public relate to:

- The need for sidewalks, access to trails, lack of parking on streets.
- Density and Congestion.
- Existing vegetation needs to be maintained and buffering is needed (natural preferred over fence buffer).
- Proposed reduced side yard setback are a concern.
- Concerns with the 5 storey commercial building. Should be located in core urban areas. Fire Safety concerns with the proposed height.
- Phasing of the proposed development.
- Is there enough park land provided (Cash in lieu, amenities being provided)
- Existing drainage problems in the area.
- Traffic concerns, the need for traffic light and road improvements on Bentley Street and South Water Street.

The applicant addressed many of the concerns/comments at the public meeting. Planning Staff have considered the public concerns raised at and following the public meeting and provide the following comments:

Safe Communities

- The applicant indicated at the public meeting that the proposed streets are 20 metres ROW's which will allow for on-street parking.
- Proposed sidewalks will be based on the subdivision agreement and municipal standards.
- The applicant indicated that access to the trail system will be provided through the Park/Open Space and stormwater management blocks as well as blocks 272 and 274. In addition, a provision of a trail plan is a condition of draft approval.

Complete Community:

- When considering a complete community, a number of things are important including; a mix of land uses including parks and trails, mixed use neighbourhood (support people of all ages and abilities), a mix of jobs, local stores and full range of housing types, as well as minimum intensification and density targets being met.
- A number of these items were addressed during draft plan approval such as density targets and affordable housing (43% affordable housing targets), density targets met for the Greenfield Area, incorporating trails and park land, and including the commercial block for a mix of land uses in this area.
- Staff have the opportunity through site plan approval to further address the complete community feature within the commercial blocks. Further details will be addressed at that stage to ensure the commercial blocks are part of the community.

Natural Vegetation and Buffering:

- The applicant indicated that the existing vegetation on block 271 (open space/park block) is not being disturbed and efforts will be made to protect the existing hedgerows on the property line.
- Buffering of the commercial blocks will be addressed at site plan approval stage.

Reduced exterior side yard setbacks:

- The applicant has indicated that the proposed 4.5m exterior side yard setback are consistent with current standards in other municipalities.
- A more urban standard has been proposed for the exterior side yard setbacks.

Commercial Block Location and Height:

- The applicant has indicated that the market for commercial space has drastically changed in recent years and mixed use development is supported by Provincial and County planning policy.
- The applicant has also indicated that the mixed use blocks are well separated from existing development in the area.
- The Township Fire Department has not indicated any concerns with regards to the proposed height of the commercial building. They will also be circulated again for comments at site plan approval stage once the building designs have been formally submitted to the Township.
- Planning staff have asked for more detail on the proposed residential component of the buildings.

Phasing of the development:

- The applicant has indicated that a phasing plan will be part of the subdivision agreement and will be in part driven by the results of the updated Traffic Impact Study that is being undertaken.

Park Land/Cash in lieu:

- The applicants have indicated that the parkland will be through dedication of Open Space Block

271 and potential use of Blocks 272 and 274 as small park lots suitable for children ('tot' lots).

- There does not appear to be the need for cash in lieu as the open space block is large enough to accommodate the required parkland space.

Existing Drainage Issues:

- The applicant has indicated that a Stormwater Management study has been prepared and accepted by Township Engineers and Saugeen Valley Conservation Authorities.
- Township Staff have noted that the proposed development could potentially improve some of the existing drainage issues in the area, and will not be permitted to exacerbate the existing issues. There is no guarantee that the development will eliminate all the existing drainage concerns.
- A SWM study is required to be reviewed and approved prior to final approval of the subdivision.

Required studies for the proposed development:

- Comments were raised at the public meeting about the need for an updated Traffic Impact Study (TIS). The applicants have indicated that a TIS is currently underway and will be submitted to the Township shortly for peer review. The TIS will also be submitted to the MTO for review and approval as Highway 6 is under Provincial jurisdiction.
- Questions were asked at the public meeting about a tree preservation plan or a market study being required for the proposed development. A condition of draft approval requires the owner to enter into a development agreement with the Township, which requires them to address the planting and preservation of trees, and the provision of fencing. A market study was not asked for as part of the subdivision agreement.

AGENCY COMMENTS

The application was circulated to commenting agencies in accordance with the Planning Act. No objections or concerns were received.

PLANNING OPINION

Planning Staff provided a detailed report to Council on January 10th, 2022, which included a policy review of the application.

Mixed Density Residential Development:

In our opinion, the proposed residential zoning is consistent with the Provincial Policy including the PPS and the Growth Plan (A Place to Grow). The introduction of mixed density residential zoning is consistent with the Wellington North Community Growth Plan, and with the policies of the County Official Plan, which support residential redevelopment and intensification that is compatible with existing neighbourhoods.

Commercial Development (Blocks 269 & 270):

In terms of the commercial block development, Planning Staff are recommending that a decision not be made on the proposed zoning until the applicants are able to provide more detail on the proposed 5 storey development. Planning Staff have proposed to remove a "Stacked Townhouse" as a permitted use into the R3 zone on the property. The applicant has confirmed that stacked townhouses are not proposed as part of the development.

DRAFT ZONING BY-LAW AMENDMENT

A draft zoning by-law amendment for the residential portion of the subdivision has been prepared for public review and Council's consideration, and is attached to this report. The final draft zoning by-law also includes a holding provision which applies to all the lands. The H will remain in effect until lifted by Council.

Respectfully submitted,

County of Wellington Planning and Development Department



Jessica Rahim, Senior Planner

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER _____.**

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

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 34 and Section 36 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule 'A-3' of By-law 66-01 is amended by changing the zoning on lands described as Part Parks lots Q & R, Survey MacDonald's Mount Forest, Part Lot 2, Concession WOSR, Divisions 3 & 4, geographic Arthur Township, being Parts 1 on Reference Plan 61R-7881, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from **Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) to:**
 - Low Density Residential (R1B(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1B-64(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1B-69(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1C-65(H)) zone with a Holding Provision;
 - Site Specific Medium Density Residential (R2-66(H)) zone with a Holding Provision;
 - Site Specific High Density Residential (R3-67(H)) zone with a Holding Provision;
 - Open Space (OS) zone.

2. THAT Section 32 Exception Zone 2- Mount Forest, is amended by the inclusion of the following new exception:

32.64	R1B-64 (H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1B-64 shall be subject to the following regulations:</p> <p style="padding-left: 40px;">i) Minimum Interior Side Yard 4.5 m (14.76 ft)</p> <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <p style="padding-left: 40px;">I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands;</p> <p style="padding-left: 40px;">II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and,</p> <p style="padding-left: 40px;">III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>
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32.64	R1B-69 (H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1B-69 shall be subject to the following regulations:</p> <ul style="list-style-type: none"> i) Minimum Lot Frontage 18 m (59 ft) <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <ul style="list-style-type: none"> I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands; II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and, III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.
32.65	R1C-65(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1C-65 shall be subject to the following regulations:</p> <ul style="list-style-type: none"> i) Minimum exterior side yard 4.5 m (14.76 ft) <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <ul style="list-style-type: none"> I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands, II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.
32.66	R2-66(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R2-66 shall be subject to the following regulations:</p> <ul style="list-style-type: none"> i) Minimum lot frontage 15 m (49.2 ft) ii) Minimum lot frontage per dwelling on a separate lot 7.5 m (24.6 ft) iii) Minimum exterior side yard 4.5 m (14.76 ft) <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <ul style="list-style-type: none"> I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands;

		<p>II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and,</p> <p>III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>
32.67	R3-67(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R3-67 shall be subject to the following regulations:</p> <p>a) Minimum lot frontage 6 m (19.7 ft) Corner lot 10.5 m (34.4 ft)</p> <p>b) Minimum exterior side yard 4.5 m (14.76 ft)</p> <p>c) Stacked Townhouses are not permitted within the R3-67 zone.</p> <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <p>I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands;</p> <p>II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and</p> <p>III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>

1. That except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
2. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2022

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2022

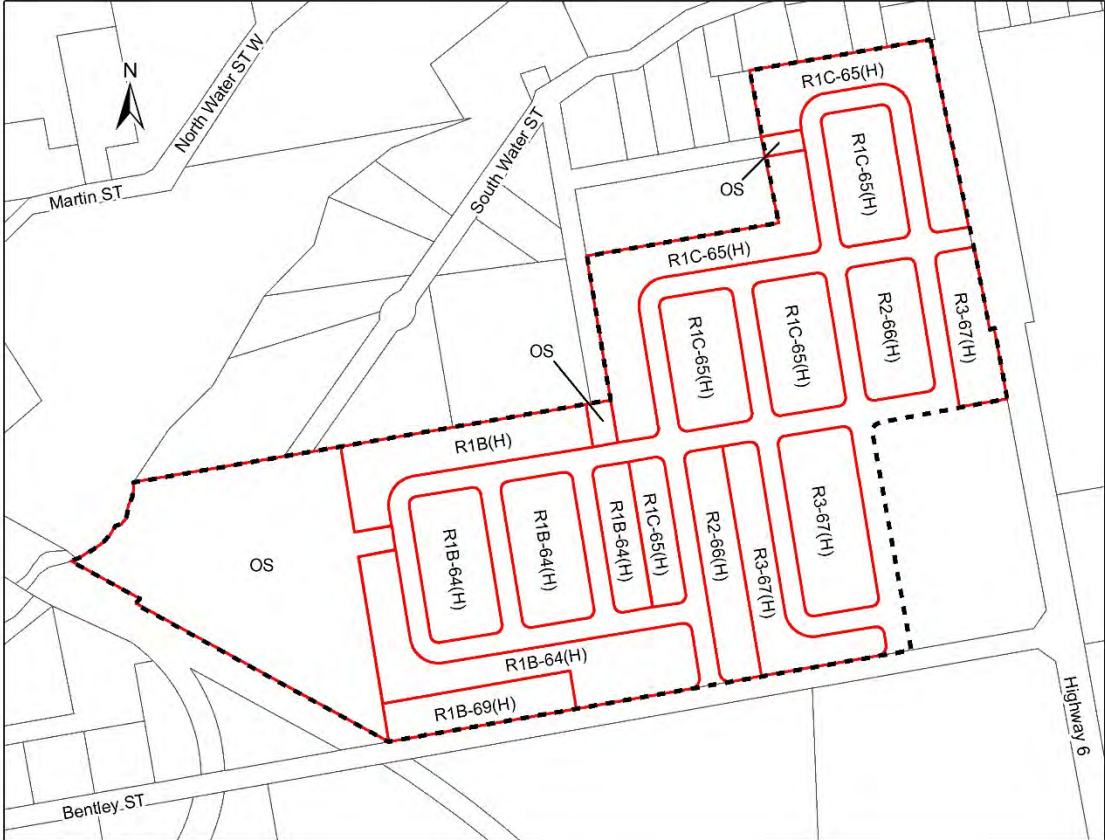
MAYOR

CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. _____

Schedule "A"



This is Schedule "A" to By-law _____.

Passed this ___ day of _____ 2022

MAYOR

CLERK

EXPLANATORY NOTE**BY-LAW NUMBER _____.****THE LOCATION OF THE SUBJECT LANDS**

The property subject to the proposed amendment is described as Part Parks lots Q & R, Survey MacDonald's Mount Forest, Part Lot 2, Concession WOSR, Divisions 3 & 4, geographic Arthur Township, being Parts 1 on Reference Plan 61R-7881, Township of Wellington North. The property is approximately 31.1 hectares (76.8 ac) in size and currently zoned Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) zone.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) zone to Low Density Residential (R1B) zone, Site Specific Low Density Residential (R1B-64) zone, Site Specific Low Density Residential (R1C-65) zone, Site Specific Medium Density Residential (R2-66) zone, Site Specific High Density Residential (R3-67) zone, and Open Space (OS) zone in order to clear condition on the draft approved plan of subdivision 23T-13002.



PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH

Prepared by the County of Wellington Planning and Development
Department

DATE: February 4th, 2021
TO: Mike Givens, C.A.O.
 Township of Wellington North
FROM: Matthieu Daoust, Planner
 County of Wellington
SUBJECT: **Phase 4 - Eastridge Landing (23T-13001), Arthur
 Removal of Holding (H) Provision**

The Township has received a request to lift the Holding Provision (H) that applies to a portion of the property to facilitate the construction of homes in Phase 4 of the subdivision.

The property is described as Part Lot 1, Concession 1 (West Luther) and Part Lots 169-170, Registered Plan 120 (Part 2, Plan 61R-21786) Arthur, Township of Wellington North. The subject land is approximately 3.2 ha (8.0 ac) in size and the location of the property is shown on the map below.

Phase 4 of the subdivision includes 18 single detached lots, nine semi-detached lots (18 units), and five townhouse blocks (20 units). The applicant is currently clearing conditions of Draft Approval and final approval by the County is anticipated in the near future.

A Holding Provision (H) has been applied to the property in order to provide Council with an opportunity to ensure that sufficient municipal water and sewer capacity is available for the use. Once the Holding symbol has been removed, the regulations of the Medium Density Residential (R2) zone, and all other applicable regulations of the Township of Wellington North Zoning By-law 66-01, shall apply to the land subject of this amendment.



Figure 1: 2020 Air Photo

Sufficient municipal water and sewer capacity is available for this phase of development. The applicant has executed the following agreements with the Township:

- Pre-Servicing Agreement
- Model Home Agreement
- Sewage Allocation Agreement
- Subdivision Agreement

Planning Staff have prepared a draft By-law which lifts/removes the Holding Provision (H) from the property. A copy of the By-law is attached as **Schedule 1** to this report.

I trust that these comments will be of assistance to Council in their consideration of this matter.

Respectfully submitted

County of Wellington Planning and Development Department



Matthieu Daoust, RPP MCIP
Planner

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
BY-LAW NUMBER _____.

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

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Section 36 of The Planning Act, R.S.O. 1990, as amended

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

- 1. THAT Schedule 'A-2' of By-law 66-01 is amended by changing the zoning on lands described as Part Lot 1, Concession 1 (West Luther) and Part Lots 169-170, Registered Plan 120 (Part 2, Plan 61R-21786) Arthur, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from **Holding Residential ((H)R2)** to **Residential (R2)**;
- 2. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
- 3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2022

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2022

_____.

MAYOR

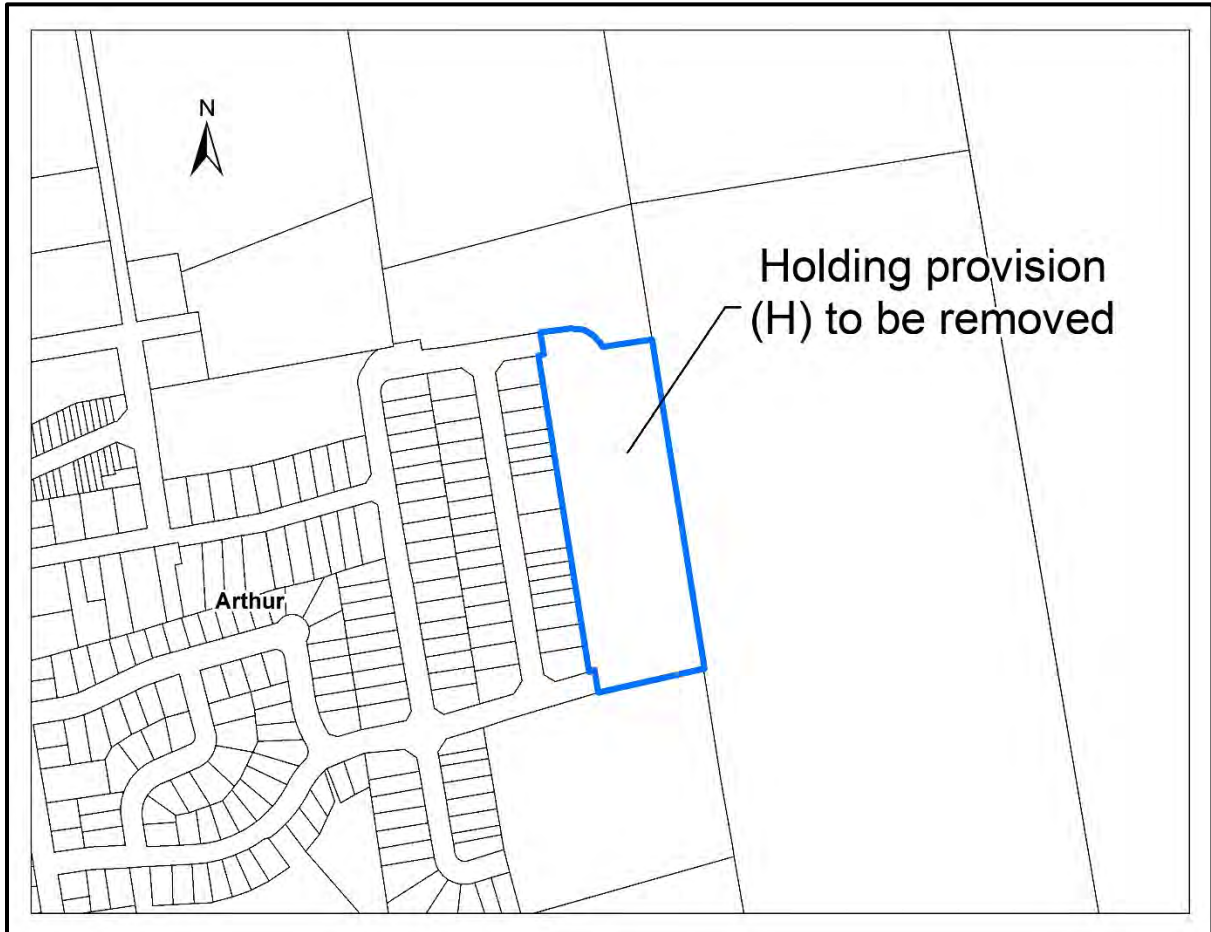
_____.

CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. _____

Schedule "A"



This is Schedule "A" to By-law _____.

Passed this ___ day of _____ 2022

MAYOR

CLERK

EXPLANATORY NOTE**BY-LAW NUMBER _____.****THE LOCATION OF THE SUBJECT LANDS**

The property subject to the proposed amendment is described as Part Lot 1, Concession 1 (West Luther) and Part Lots 169-170, Registered Plan 120 (Part 2, Plan 61R-21786) Arthur, Township of Wellington North. The subject lands are vacant, approximately 3.2 ha (8.0 ac) in size and the lands subject of the amendment are currently zoned Holding Medium Density Residential ((H)R2).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone a portion of the subject lands from Holding Medium Density Residential ((H)R2) to Medium Density Residential (R2) to permit the construction of homes.



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022
From: Tammy Pringle, Development Clerk
Subject: DC 2022-007, Development Updates Village of Arthur

RECOMMENDATION

THAT Council of the Township of Wellington North receive for information Report DC 2022-007 being a report on development updates in the Village of Arthur.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- Wellington North Community Growth Plan, Final Report dated February 2018
- Affordable Housing in Wellington County, Presentation dated March 2019
- Triton Engineering Services Limited, Letter dated February 13, 2020 Re: 2020 Reserve Capacity Calculations Arthur Wastewater Treatment Plant
- Development Clerk Report DC 2020-023 Township Development updates dated September 14, 2020
- Development Clerk Report DC 2020-041 Development Updates Village of Arthur dated December 14, 2020
- Triton Engineering Services Limited, Letter dated April 8, 2021 Re: 2021 Reserve Capacity Calculations Arthur Wastewater Treatment Plant

BACKGROUND

On December 14, 2020 Council reviewed a report DC 2020-041, regarding development in the Village of Arthur as of December 1st, 2020. This report indicated a projected increase of 1,013 homes, in the Village of Arthur. Since this report, there has been an increase in pre-consultations regarding residential development in the Village of Arthur.

Annually the Township engineers complete an analysis of the water supply and sewage treatment systems in both Mount Forest and Arthur. This analysis determines "Uncommitted Reserve Capacity Equivalent Residential Units" (ERUs) and becomes the basis for decision making for servicing new development in each community. Without water and sewer capacity growth can not proceed.

COMMENTS AND ANALYSIS

In November 2020 the Phase 1 upgrade to the Arthur Wastewater Treatment Plant (WWTP) was completed. This increased the capacity by 395 units of sewer allocation in the village of Arthur from 10 units.

Given current technology and the geographic location of the town, there will only be one more upgrade available to the Arthur WWTP. Reports indicate the maximum increase, in the final phase will add 440 units. (See *Total Available Sewage Units chart in Appendix A.*)

This increase in potential developments requires a continued evaluation of the finite services available for future development in the Village of Arthur. Now is the time to evaluate the lay of the land; to plan for future infrastructure, services and locations.

FINANCIAL CONSIDERATIONS

There is no financial impact to the municipality in receiving this report. These planned developments will see a significant increase in development charges, building permit fees and increase the tax base in the township.

They will also make use of **more than** the Wastewater Treatment Plant capacity available and the potential upgrade combined. Consideration to the timing of wastewater treatment plant expansion will need to be reviewed as development progresses.

Consideration for future allocation will also need to be reviewed.

ATTACHMENTS

- Appendix A – Village of Arthur Residential Development Forecast as of January 31, 2022
- Appendix B – Village of Arthur Residential Current Development & Pre-Consultation Development, Reference Map as of January 31, 2022

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:	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>

APPENDIX A
Village of Arthur Residential Development Forecast as of January 31, 2022

ARTHUR CURRENT DEVELOPMENT PROJECTS		APPROVED TO BUILD 2017 TO JAN 31 2022				PERMIT ISSUED TO BUILD 2017 TO JAN 31 2022				UNITS LEFT TO BUILD AS OF JAN 31 2022			
OWNER	LOCATION	SINGLE	SEMI	TOWN HOUSE	APT. UNITS	SINGLE	SEMI	TOWN HOUSE	APT. UNITS	SINGLE	SEMI	TOWN HOUSE	APT. UNITS
2073022 Ontario Inc.	Eastridge Landing PH 1 & 2 Schmidt Dr	1	0	0	0	1	0	0	0	0	0	0	0
2073022 Ontario Inc.	Eastridge Landing PH 3 & 4 Walsh St.	37	38	28	0	12	12	4	0	25	26	24	0
940749 Ontario Limited	Forest View Estates Domville St.	10	8	8	24	0	0	0	0	10	8	8	24
Arthur Green Developments	164 George St. (Queen's Hotel)	0	0	0	12	0	0	0	12	0	0	0	0
Cachet (Arthur) Developments	Preston St	132	0	64	0	0	0	0	0	132	0	64	0
Dave Martin Subdivision	Conestoga St. N.	1	0	0	0	0	0	0	0	1	0	0	0
Edward Watt	200 - 240 Francis St.	0	10	0	0	0	0	0	0	0	10	0	0
Farz Holdings Inc.	Berkshire & Samuel Dr. PVT	0	0	14	0	0	0	14	0	0	0	0	0
Seawaves Homes Ltd.	204 Gordon St.	0	0	37	0	0	0	0	0	0	0	37	0
TOTAL		181	56	151	36	13	12	18	12	168	44	133	24
TOTAL UNITS		424				55				369			

Arthur Pre-Consultation Development

PRE-CONSULTATION DEVELOPMENT		SCOPE OF WORK			
OWNER	LOCATION	SINGLE	SEMI	TOWN HOUSE	APT. UNITS
The Milo Group	Tucker St / Eliza St (Requires Official Plan Amendment)	183	0	16	0
Sarah Properties Ltd	211 Eliza St (Requires Official Plan Amendment)	184	0	69	130
Arthur Green Developments	168 George St.	0	0	0	30
VED Homes Inc.	Extension of Adelaide St at Conestoga St	0	0	35	0
	Frederick St. W. (S of Smith St)	0	0	0	59
	335 & 341 Smith St	0	2	28	0
940749 Ontario Limited	210 Gordon St. (Harvest View Subdivision)	50	0	0	0
2073022 Ontario Inc.	Walsh St & Schmidt Dr Extensions (Eastridge Landing PH 5) (Requires Official Plan Amendment)	18	12	25	0
TOTAL		435	14	173	219
TOTAL UNITS		841			

Arthur Infill & Intensification Added from 2017 to January 31, 2022

CIVIC ADDRESS	PERMIT NUMBER	ISSUED DATE	WORK PROPOSED	SINGLE	SEMI	TOWN HOUSE	ADDL UNITS	APT. UNITS
177-179 George Street	2020-0082	9-Jun-2020	Addition of Residential Unit on 1 st Storey					1
138 George Street	2020-0092	22-Jun-2020	Addition of 2 Residential Units on 1st Storey					2
168 George St.	2020-0144	03-Mar-2021	2 Additional Apartment Units					2
7619 Jones Baseline	2021-0121	29-Apr-2021	Single Detached	1				
260 Isabella St S	2021-0137	13-May-2021	Additional Attached Dwelling Unit					1
291 Smith St	2021-0148	21-May-2021	Additional Attached Dwelling Unit				1	
178 Frederick St W	2021-0286	31-Aug-2021	Additional Attached Dwelling Unit				1	
200 Leonard St	2021-0292	03-Sept-2021	Additional Attached Dwelling Unit				1	
137 Smith St.	2021-0352	02-Dec-2021	4 Additional Apartment Units					4
317 A Domville St.	2021-0353	07-Dec-2021	Additional Attached Dwelling Unit				1	
TOTAL				1	0	0	4	10
TOTAL UNITS				15				

ARTHUR - Total Residential Developments (New & Tentative) and Single Lot Infill (2017 to January 31, 2022)

	SINGLE	SEMI	TOWN HOUSE	ADDL UNITS	APT. UNITS
Current Development Projects (Units Approved to Build)	181	56	151	0	36
Pre-Consultation Development Projects	435	14	173	0	219
Infill & Intensification Added	1	0	0	4	10
TOTAL	617	70	324	4	265
TOTAL RESIDENTIAL UNITS – VILLAGE OF ARTHUR	1,280				
Less "Permit Issued to Build 2017 to Jan. 31, 2022" Plus "Arthur Infill & Intensification Added from 2017 to Jan. 31, 2022"	-70				
TOTAL POTENTIAL RESIDENTIAL UNITS TO BE BUILT - ARTHUR	1,210				

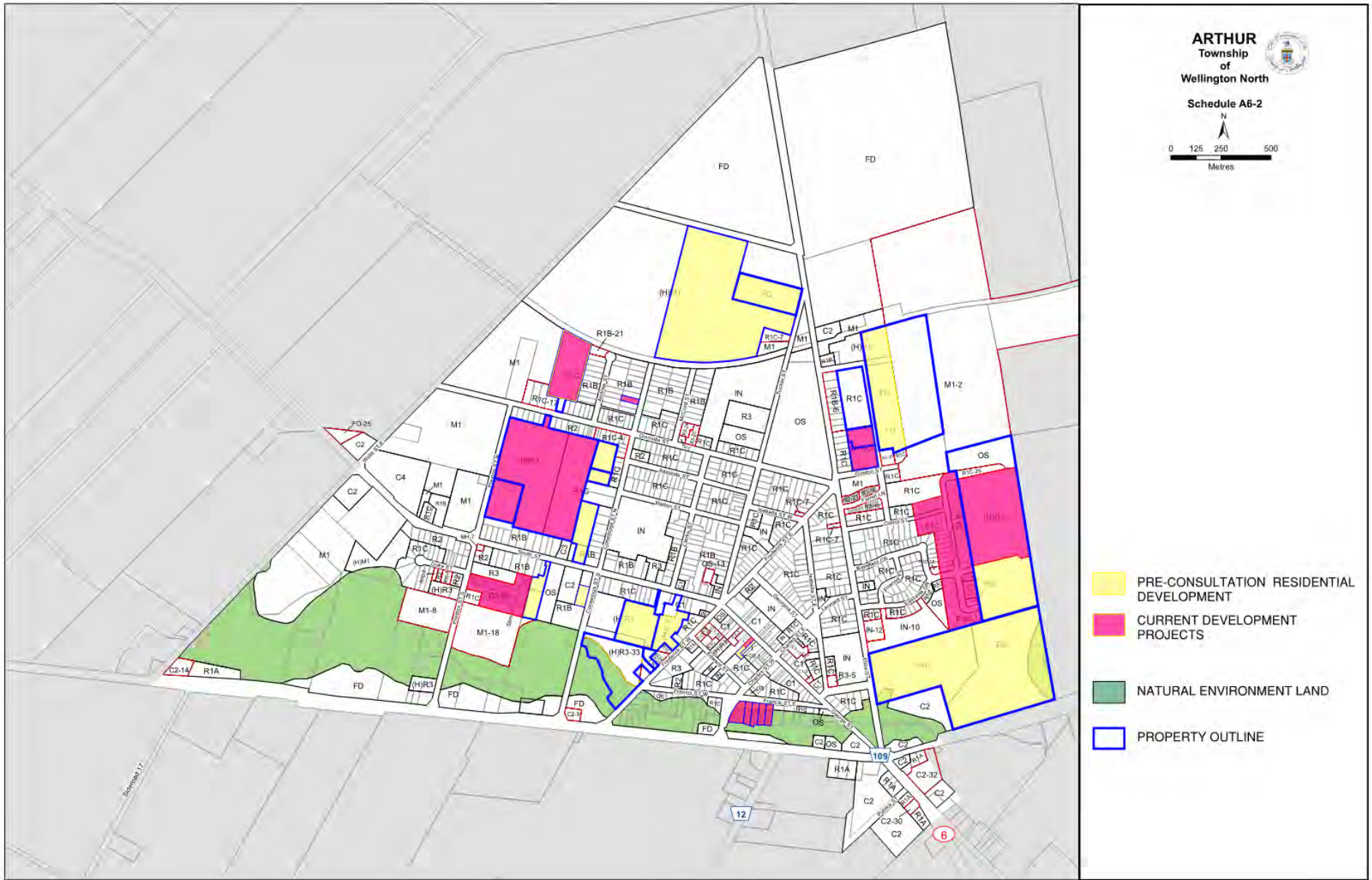
Total Available Sewage Units – Village of Arthur

New Equivalent Residential Units that can be Served (Triton Engineering Service Limited – Community of Arthur Reserve Capacity Calculations, Apr. 8, 2021)	560
Less Units Allocated in 2021 (10 Infill Permits Issued in 2021 plus 10 Committed to be used)	-20
Less Units Held for Committed Development – Dave Martin Subdivision	-1
Less Units Held for Committed Development – Eastridge Landing Phase 3 & 4	-103
Less Units Held for Committed Development – Forest View Estates	-50
Less Units Held for Committed Development – Seawaves Homes	-37
Less Units Allocated by Sewage Allocation Agreement – Arthur Green Developments	-12
Less Units Allocated by Sewage Allocation Agreement - Cachet (Arthur) Developments	-39
Uncommitted Reserve Capacity as of January 1, 2022	298

Wastewater Treatment Plant Final Phase Upgrade Potential Increase	440
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APPENDIX B

Village of Arthur Residential Current Development & Pre-Consultation Development, Reference Map as of January 31, 2022





Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022
From: Tammy Pringle, Development Clerk
Subject: DC 2022-008, Development Updates Town of Mount Forest

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report DC 2022-008 being a report on development updates in the Town of Mount Forest.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- Wellington North Community Growth Plan, Final Report dated February 2018
- Affordable Housing in Wellington County, Presentation dated March 2019
- Triton Engineering Services Limited, Letter dated February 4, 2020 Re: 2020 Reserve Capacity Calculations Mount Forest Wastewater Treatment Plant
- Development Clerk Report DC 2020-023 Township Development updates dated September 14, 2020
- Development Clerk Report DC 2020-042 Development Updates Town of Mount Forest dated December 14, 2020
- Triton Engineering Services Limited, Letter dated April 8, 2021 Re: 2021 Reserve Capacity Calculations Town of Mount Forest Wastewater Treatment Plant

BACKGROUND

On December 14, 2020 Council reviewed a report DC 2020-042, regarding development in the Town of Mount Forest as of December 1st, 2020. This report indicated a projected increase of 866 homes, in the Town of Mount Forest. Since this report, there has been an increase in pre-consultations regarding residential development in the Town of Mount Forest.

Annually the Township engineers complete an analysis of the water supply and sewage treatment systems in both Mount Forest and Arthur. This analysis determines “Uncommitted Reserve Capacity Equivalent Residential Units” (ERUs) and becomes the basis for decision making for servicing new development in each community. Without water and sewer capacity growth can not proceed.

COMMENTS AND ANALYSIS

As of December 31, 2020 the Town of Mount Forest had a total of 1,164 uncommitted sewage units available at the Waste Water Treatment Plant (WWTP). While this may seem like a considerable amount of available capacity; there are a number of developments currently working towards their construction phase that could see a steady reduction in available capacity.

Planning for the future will warrant a close eye on services in order to maintain a steady course of development. Now is the time to make plans for future infrastructure. These plans

should include the WWTP, but also consider wear and tear on existing services like roads, water and sewer lines, parks, trails and recreation facilities in order to keep up with the potential increase in population.

FINANCIAL CONSIDERATIONS

There is no financial impact to the municipality in receiving this report. These planned developments will see a significant increase in development charges, building permit fees and increase the tax base in the township.

They will also make use of much of the Wastewater Treatment Plant capacity. Consideration to the timing of wastewater treatment plant rerating will need to be reviewed as development progresses.

ATTACHMENTS

- Appendix A – Mount Forest Residential Development Forecast as of January 31, 2022
- Appendix B – Mount Forest Residential Current Development & Pre-Consultation Development, Reference Map as of January 31, 2022

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: Tammy Pringle, Development Clerk

Tammy Pringle

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens

APPENDIX A - Mount Forest Residential Development Forecast as of January 31, 2022

MOUNT FOREST CURRENT DEVELOPMENT PROJECTS		APPROVED TO BUILD 2017 TO JAN 31 2022				PERMIT ISSUED TO BUILD 2017 TO JAN 31 2022				UNITS LEFT TO BUILD AS OF JAN 31 2022			
		SINGLE	SEMI	TOWN HOUSE	APT. UNITS	SINGLE	SEMI	TOWN HOUSE	APT. UNITS	SINGLE	SEMI	TOWN HOUSE	APT. UNITS
2551405 Ontario Ltd.	466 Queen St. W.	0	0	6	0	0	0	6	0	0	0	0	0
2574574 Ontario Inc.	Durham St. E. & London Rd. N	0	0	10	0	0	0	10	0	0	0	0	0
2574574 Ontario Inc.	Jack's Way Subdivision London Rd N	11	6	10	33	0	0	0	0	11	6	10	33
2574574 Ontario Inc.	Wellington Street Townhouses 370-430 & 447-469 Wellington E	6	0	18	0	5	0	18	0	1	0	0	0
350 Cork Inc.	350 Cork St.	0	0	6	0	0	0	0	0	0	0	6	0
Allan Sharpe	310 Sligo Rd W.	0	0	20	0	0	0	20	0	0	0	0	0
Archcon Group	773 Princess St.	0	0	0	32	0	0	0	0	0	0	0	32
Avila Investments Ltd	Bentley St & Hwy 6	231	60	120	0	0	0	0	0	231	60	120	0
Betty Dee Limited	665, 669, 673 Martin St.	3	0	0	0	2	0	0	0	1	0	0	0
Circuit Holdings	331 Arthur St.	0	0	10	0	0	0	0	0	0	0	10	0
Cordon Canada Ltd.	250 Main St. S.	0	0	0	4	0	0	0	0	0	0	0	4
Dan Propsero	178 Main St. S.	0	0	0	16	0	0	0	0	0	0	0	16
H. Bye Construction Limited	London Road Subdivision Broomer Cres.	0	0	30	0	0	0	8	0	0	0	22	0
John Welton Custom Homebuilding	Cork St.	63	30	48	0	0	0	0	0	63	30	48	0
Kings Court Apartments	187 King St. E.	0	0	0	10	0	0	0	10	0	0	0	0
Kings Court Apartments Triplex	187 King St. E.	0	0	3	0	0	0	0	0	0	0	3	0
Maple Hill Estates	N of Oxford St.	7	0	0	0	1	0	0	0	6	0	0	0
Marlanna Homes	Newfoundland St. Extension	0	24	0	0	0	0	0	0	0	24	0	0
Mt. Forest Developments Inc.	Jefferey Way Subdivision	0	30	0	0	0	14	0	0	0	16	0	0
Peter & Mary Reeves	528, 532, 536, 540 Wellington E.	4	0	0	0	4	0	0	0	0	0	0	0
Reeves Construction	Lucas Subdivision Ronnie's Way & Dougs Cres.	28	6	0	0	20	6	0	0	8	0	0	0
Reeves Construction	Albert Street Estates Ruby's Crescent	4	0	0	0	3	0	0	0	1	0	0	0
Sharon Farms & Enterprises Limited	730 Princess St.	0	0	15	0	0	0	0	0	0	0	15	0
South Saugeen Developments	553 to 579 Cork St.	0	12	0	0	0	12	0	0	0	0	0	0
W.T. Land Corp	391 Main St. N.	0	0	0	33	0	0	0	33	0	0	0	0
Wellington Housing Corporation	440 King St. E.	0	0	4	0	0	0	4	0	0	0	0	0
TOTAL		357	168	300	128	35	32	66	43	322	136	234	85
TOTAL UNITS		953				176				777			

Mount Forest Pre-Consultation Development

PRE-CONSULTATION DEVELOPMENT		SCOPE OF WORK			
OWNER	LOCATION	SINGLE	SEMI	TOWN HOUSE	APT. UNITS
2574574 Ontario Inc.	447 Wellington St. E.	7	0	17	40
	590 Queen St. W.	0	0	78	0
	169 Main St. N.	0	0	0	7
TOTAL		7	0	95	47
TOTAL UNITS		149			

Mount Forest Infill & Intensification Added from 2017 to January 31, 2022

CIVIC ADDRESS	PERMIT NUMBER	ISSUED DATE	WORK PROPOSED	SINGLE	SEMI	TOWN HOUSE	ADDL UNITS	APT. UNITS
500 Sligo Rd W	2017-0028	31-Mar-17	Single Detached w/ Sewage Permit	1				
426 Clyde Street	2017-0036	06-Apr-17	Single Detached w/ Sewage Permit	1				
635 Albert Street	2017-0073	11-May-17	Single Detached	1				
350 Wellington St W	2017-0141	27-Jul-17	Basement Apartment					1
101 – 107 Broomer Cr	2017-0221	29-Nov-2017	4 Unit Street Townhouse			4		
205 Murphy S	2018-0016	02-Feb-18	Single Detached w/ Sewage Permit	1				
510 Sligo Rd W	2018-0051	27-Mar-18	Single Detached w/ Sewage Permit	1				
625 Albert St	2018-0061	16-Apr-18	Single Detached	1				
320 Cork St	2018-0111	8-Jun-18	3 Unit Townhouse			3		
300 Henry St	2018-0193	05-Sept-18	Basement Apartment					1
485 Queen St W	2018-0223	17-Oct-18	Single Detached	1				
330 Cork St	2019-0022	20-Mar-19	Semi Detached		2			
470 Cork St	2019-0037	23-Apr-19	Residential Three Unit Townhouse			3		
170 Miller St	2019-0070	23-May-19	Demo Detached & Build Semi Detached		1			
170 Elgin St N	2019-0105	10-July-19	Triplex (1 Original Unit Plus 2)			2		
310 John St	2020-0037	01-Apr-20	Single Detached	1				
239-249 Main St N	2020-0068	20-May-20	Residential Addition - (Creation of 6 th Unit)					1
776 Waterloo St	2020-0102	26-Jun-20	Single Detached	1				
187 King St E	2020-0223	07-Dec-20	5 Unit Apartment Building					5
187 King St E	2020-0224	07-Dec-20	5 Unit Apartment Building					5
480 Wellington St E	2021-0025	4-Feb-21	Single Detached	1				
354 Queen St W	2021-0044	26-Feb-21	Single Detached	1				
780 Waterloo St	2021-0097	13-Apr-21	Single Detached	1				
4 Page St	2021-0294	07-Sept-21	Semi Detached w/ 2 Additional Attached Units		2		2	
335 Wellington St W	2021-0300	20-Sept-21	Additional Dwelling Unit - Attached				1	
126 Ronnies Way	2021-0304	22-Sept-21	Additional Dwelling Unit - Attached				1	
108-114 Broomer Cres	2021-0326	27-Oct-21	4 Unit Street Townhouse			4		
TOTAL Mount Forest Infill & Intensification Added 2017 to Jan. 31, 2022				12	5	16	4	13
TOTAL UNITS Mount Forest Infill & Intensification				50				

MOUNT FOREST - Total Residential Developments (New & Tentative) and Single Lot Infill (2017 to January 31, 2022)

	SINGLE	SEMI	TOWN HOUSE	ADDL UNITS	APT. UNITS
Current Development Projects (Units Approved to Build)	357	168	300	0	128
Pre-Consultation Development Projects	7	0	95	0	47
Infill & Intensification Added	12	5	16	4	13
TOTAL	376	173	411	4	188
TOTAL RESIDENTIAL UNITS – TOWN OF MOUNT FOREST	1,152				
Less "Permit Issued to Build 2017 to Jan. 31, 2022" Plus "Mount Forest Infill & Intensification Added from 2017 to Jan. 31, 2022"	-226				
TOTAL POTENTIAL RESIDENTIAL UNITS TO BE BUILT – MOUNT FOREST	926				
Less Residential Un-Serviced Development "Maple Hill Estates"	-7				
TOTAL POTENTIAL RESIDENTIAL SERVICED UNITS TO BE BUILT – MOUNT FOREST	919				

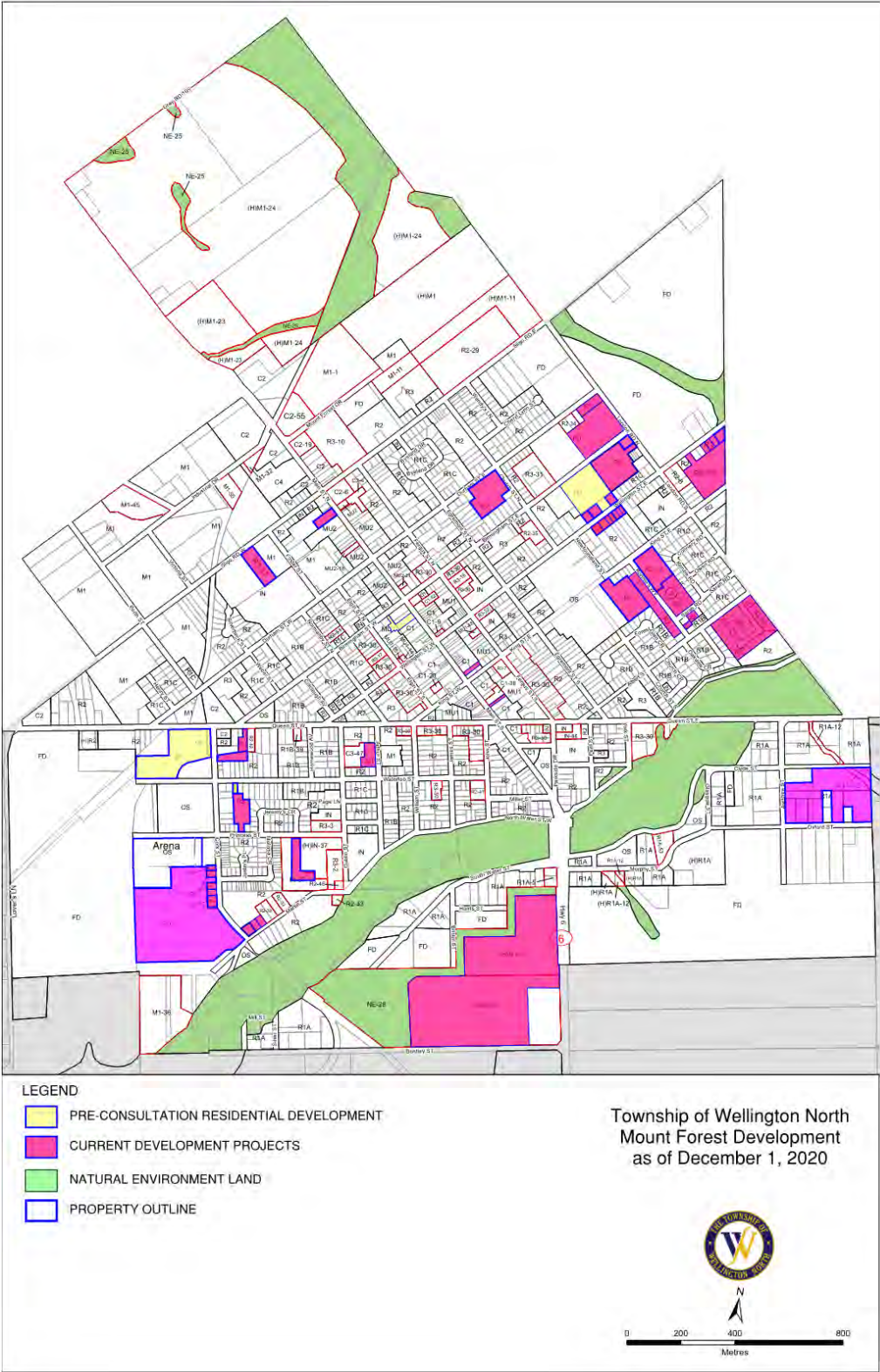
Total Available Sewage Units – Town of Mount Forest

New Equivalent Residential Units that can be Served (Triton Engineering Services Limited – Community of Mount Forest Reserve Capacity Calculations, Apr. 8, 2021)	1,298
Less Units Allocated in 2021 (13 Infill Permits Issued in 2021 plus 33 Committed to be used)	-46
Less Units Held for Committed Development – Albert Street Estates	-1
Less Units Held for Committed Development – Lucas Subdivision	-19
Less Units Held for Committed Development – Martin Street (Betty Dee Ltd.)	-1
Less Units Held for Committed Development – Cork Street (South Saugeen Developments Inc.)	-6
Less Units Held for Committed Development – London Road Subdivision	-30
Less Units Held for Committed Development – 310 Sligo Road West (Sharpe)	-12
Less Units Held for Committed Development – Mount Forest Developments (Church/Durham)	-30
Less Units Held for Committed Development – 773 Princess Street (Sharon Farms)	-15
Less Units Allocated by Sewage Allocation Agreement – 2574574 Ontario Inc. (Jack's Way Subdivision)	-60
Less Units Allocated by Sewage Allocation Agreement – 2574574 Ontario Inc. (Wellington Street Townhouses)	-24
Less Units Allocated by Sewage Allocation Agreement – Marlanna Homes	-24
Less Units Allocated by Sewage Allocation Agreement – 2574574 Ontario Inc. (391 Main St. N.)	-33
Uncommitted Reserve Capacity as of January 1, 2022	997

APPENDIX B

Mount Forest Residential Current Development & Pre-Consultation Development,
Reference Map

as of January 31, 2022





WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022

From: Tammy Pringle, Development Clerk

Subject: **DC 2022-009, MAPLE HILL ESTATES PH 2
DEVELOPMENT AGREEMENT, OXFORD STREET, MOUNT FOREST**

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report DC 2022-009 being a report on Maple Hill Estates Inc. (Phase 2) Development Agreement;

AND FURTHER THAT the Corporation enter into a Development Agreement with Maple Hill Estates Inc. in the form, or substantially the same form, as the draft agreement;

AND FURTHER THAT the Mayor and Clerk of the Corporation be authorized and directed to sign a by-law to enter into the Agreement on behalf of the Corporation.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

- Maple Hill Estates Inc. Development Agreement dated April 8, 2019.
- DC 2020-035 Consent Application Report B85-20 Maple Hill Estates Inc.
- DC 2020-036 Consent Application Report B86-20 Maple Hill Estates Inc.

BACKGROUND

Subject Lands

The property is inside the town limits of Mount Forest and is zoned Unserviced Residential. The subject lands are in the south east quadrant of the town of Mount Forest and are located at the east end of Oxford Street. The land holding is approximately 1.8 hectares (4.45 acres) and is legally known as PART OF PARK LOTS 1 AND 2 SOUTH OF CLYDE STREET PLAN MOUNT FOREST MOUNT FOREST, PART 6, 61R21657; TOWNSHIP OF WELLINGTON NORTH.

The Proposal

The County of Wellington Planning and Land Division Committee has approved the severance of the lands into two (2) residential lots with a third portion of the lands to be added to an adjacent residential lot, subject to the conditions of approval for Applications B85-20 and B86-20.

The Consent Approval requires the Owner to enter into an Agreement with the Township for the provision of municipal services and the development of the lands. This project will include lot grading and drainage and an extension of Oxford Street.

Existing Policy Framework

The subject lands are designated R1A Unserviced Residential Zone in the Township of Wellington North Zoning By-Law 66-01 and Residential in the County of Wellington Official Plan.

COMMENTS AND ANALYSIS

The applicant has satisfied staff that this proposed development will be constructed in a manner that is consistent with municipal standards and best practices. A copy of the agreement is with the by-law in this agenda.

A private drainage easement is required along the common Phase I Lot 1/Lot 2 side yard, from the Phase II lands to Ayrshire Street, of suitable width to encompass the entire width of that existing swale, in favour of all benefitting Phase II lots. An undertaking to obtain this easement will be required before the Township will issue a clearance letter to Wellington County Land Division Committee for applications B85-20 and B86-20.

COMMUNICATION PLAN

The executed site plan agreement will be forwarded to the Township's solicitor for registration.

FINANCIAL CONSIDERATIONS

This proposal has no financial impact on the municipality as the Owner has provided securities and deposits to ensure all of the Works will be completed.

ATTACHMENTS

Appendix A: Location Map

Appendix B: Severance Sketch 20-9320 dated October 2, 2020

Development Agreement: with by-law in this agenda

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:	Tammy Pringle, Development Clerk
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Tammy Pringle

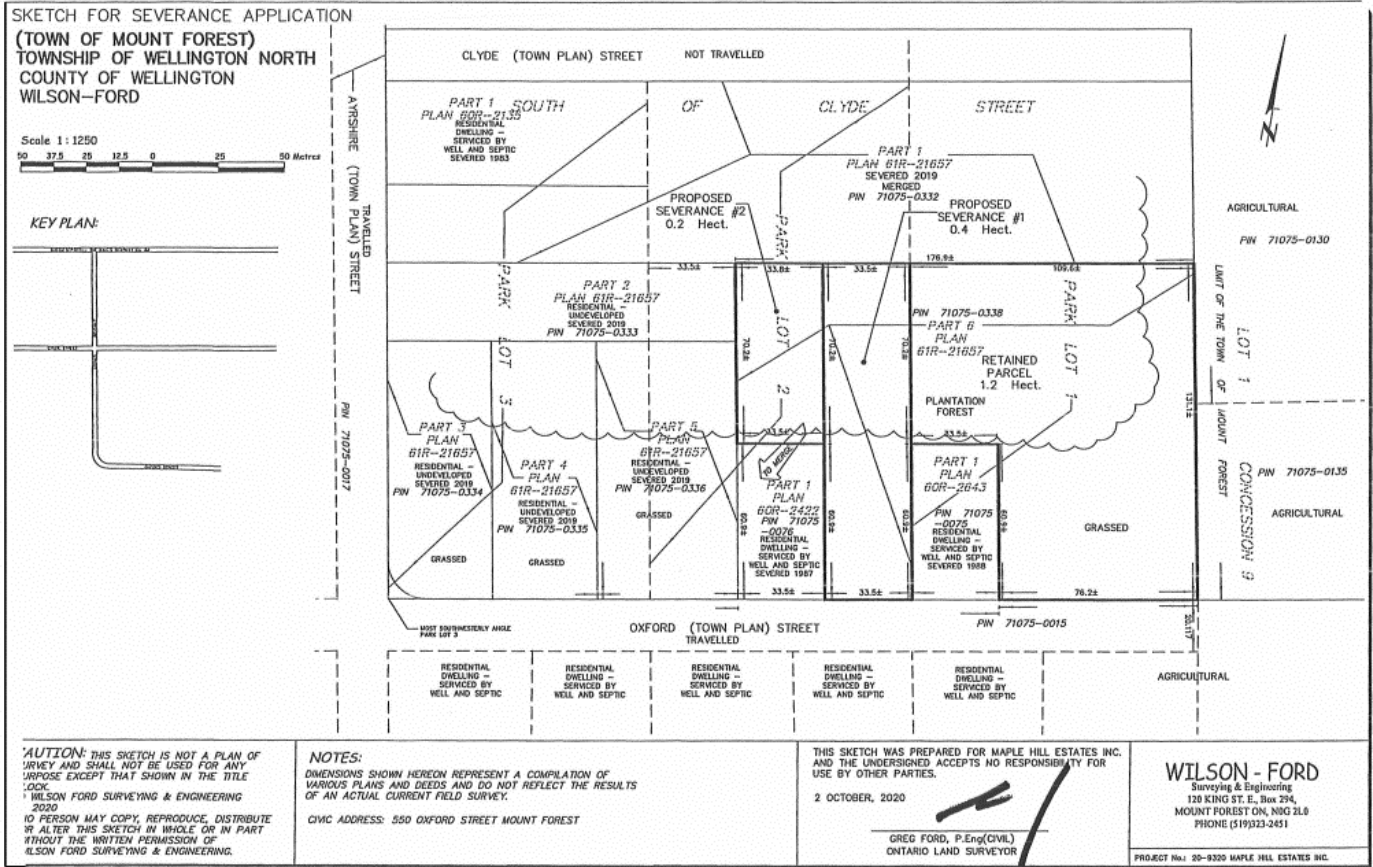
Recommended By:	Michael Givens, Chief Administrative Officer
------------------------	----------------------------------------------

Michael Givens

APPENDIX "A" – Location Map



APPENDIX "B" – Severance Sketch 20-9320 dated October 2, 2020



DEVELOPMENT AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2022.

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the “Township”)

- and -

MAPLE HILL ESTATES INC.

(the “Owners”)

WHEREAS:

- A. Maple Hill Estates Inc. is the registered owners (hereinafter the “Owner”) of the lands described in Schedule “A” (the “lands”);
- B. The Township is the owner of the street(s) upon which the lands front described in Schedule “B” (“Oxford Street”);
- C. The County of Wellington Planning and Land Division Committee has approved the severance of the lands into two (2) residential lots with a third portion of the lands to be added to an adjacent residential lot (the “Development Lands”) subject to the conditions of approval for Applications B85/20 and B86/20;
- D. The Consent Approval requires the Owner to enter into an agreement with the Township for the provision of municipal services and the development of the Development Lands (this “Agreement”)

NOW THEREFORE in consideration of the premises and terms contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Building Permits.** The Owners covenant and agree not to apply for building permits for the Development Lands until all of the requirements under paragraphs 2, 3, and 6 of this Agreement have been carried out to the satisfaction of the Township.
2. **Construction of the Works.** The Owner covenants and agrees to construct, in their entirety, the swales between Lot 6 & 7, between Lot 7 & 8, along the rear northerly limit of Lot 7, and along the rear northerly limit of Lot 8, as well as any associated pre-grading work as needed to construct these swales and as needed to provide positive drainage of the affected lots, pursuant to the plans described in Schedule “C” (the “Works”), in accordance with the engineer’s documents and to the standard and satisfaction of the Township.
3. **Obligation to Grade and Maintain Grading on the Development Lands.** The Owner shall submit an engineer’s design for the grading of the Development Lands and the perimeter of the severances on the retained lands to the satisfaction of and for the approval by the Township (the “Approved Grading Plans”).
4. The Owner shall construct the development and grade the Development Lands pursuant to the Approved Grading Plans. The Owner and each subsequent owner shall not block, impede, obstruct, or prevent the flow of surface water as provided for in the Approved Grading Plans by the construction, erection or placement thereon of any damming device, building, structure or other means. The Owner and all subsequent owners of the lands shall maintain the grading of each lot of the Development Lands in accordance with the Approved Grading Plans. The Township may direct the Owner or subsequent owner to remedy any default in compliance with this paragraph failing which the Township may remedy such default at the Owner or subsequent owner’s expense, the cost of which may be added to the tax roll and collected in the same manner as taxes.
5. The Owner acknowledges that fill has been imported and placed on Lot 6, including on a portion of the proposed building envelope and septic bed. The Owner agrees that it is entirely responsible for ensuring that any imported fill placed on the lands meets all regulatory requirements for use on a residential lot and that it is appropriate for all lot uses that will be located within any fill areas. Prior to submitting a building permit application for any lot that has had imported fill placed on it, the Owner shall retain the services of a professional engineer or engineers to confirm to the satisfaction of the Township that:
 - (i) any fill imported is suitable for use as part of a Class IV sewage disposal system;
 - (ii) any fill imported is suitable for the structures that are to be constructed, erected or placed within any fill area; and,
 - (iii) any fill imported complies with the standards set out in Table 1: Full Depth Background Site Condition Standards from the Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the *Environmental Protection Act* referenced in O. Reg. 153/04, as amended.

The Owner acknowledges and agrees that the Township may require that a copy of a geotechnical or environmental report be submitted to the Township and that analytical data from an accredited laboratory be provided.

Where the Owner sells any vacant lot to another person, the Owner shall require as a condition of sale that this Agreement be complied with. Notwithstanding such condition,

the Owner agrees that as regards the Township, it shall remain primarily liable to ensure that this provision is fully complied with.

6. **Engineering Inspection.** During construction and installation of the Works, the Owner shall have on-site engineering inspection in place to the satisfaction of the Township to ensure compliance with the required and approved engineer's plans.
7. **Security.** Prior to the commencement of construction of the Works and obligations required under this Agreement, the Owner shall file with and deliver to the Township either a banker's draft made payable to the Township or an irrevocable Letter of Credit from a Canadian chartered satisfactory to the Township, to guarantee all the provisions of this Agreement pertaining to the Works (the "Security Deposit"). The Security Deposit shall be equivalent to 50% of the Owner's engineer's estimate of the costs of the on-site work and 100% of the Owner's engineer's estimate of the costs of the off-site work. The Owner's engineer's estimate of the works is attached as Schedule "D".
8. The Security Deposit shall be kept in full force and effect until such time as the Owner's engineer confirms and the Township accepts that:
 - (i) the Owner has constructed the Works, the maintenance period has expired and all remedial work and deficiencies have been corrected as described in paragraph 9 below;
 - (ii) the Owner has completed the grading as described in paragraph 4 above; and
 - (iii) the Owner has performed all of its obligations under this Agreement.
9. **Maintenance Period.** Subject to paragraph 9 below, the Owner guarantees the performance of the Works for a period of two (2) years after the completion of the Works (the "maintenance period").
10. Upon expiry of the maintenance period, the Owner's engineer shall provide a letter to the Township confirming all of the deficiencies have been corrected. Such letter will act as notice for a request to the Township Engineer to conduct a maintenance clearance inspection, such inspection shall be conducted within twenty (20) days after receipt of the notice.
11. **As-Constructed Drawings.** Within six (6) months from the completion of the Works and the Approved Grading Plans, in order to maintain all records of construction and to advise the Township Engineer of all construction changes and to provide final "as constructed" drawings and electronic (AutoCAD Release 2014 or later and Portable Document Format) of the "as constructed" drawings shall be submitted to the Township prior to the issuance of the Certificate of Final Acceptance (refer to current Township Municipal Servicing Standards for current drawing submission requirements).
12. **The Township's Professional Fees and Disbursements.** The Owner shall reimburse the Township for all of its engineering and legal expenses including professional fees and disbursements in connection with the development and implementation of this Agreement and further the Owner shall pay the sum of FIVE THOUSAND DOLLARS (\$5,000.00) to the Township on or before the signing of this Agreement as a deposit toward such

professional fees and disbursements. At the time that the deposit has been depleted below the sum of FIVE HUNDRED DOLLARS (\$500.00) the Owner shall pay another deposit in the same or lesser amount as determined by the Township, and if necessary thereafter such further deposits shall be made until the depletion of the amount of any deposit on hand below the sum of \$500.00 until the requirements under paragraphs 2 to 10 have been completed. Without limiting the foregoing, the Owner shall reimburse the Township for all of the Township's third party review costs relating to approvals required from the Township under this Agreement.

13. **Local Services.** The Owner acknowledges and agrees that the requirement to construct the services and facilities under this Agreement is pursuant to the Condition of Approval under Section 53 of the Planning Act and these are local services pursuant to subsection 59 (2) of the Development Charges Act, 1997 installed by or paid for by the Owner.
14. **Development Charges Credits.** The Owner hereby releases and forever discharges the Township from any and all claims relating to payments under this Agreement, for credits against Development Charges payable under any by-law of the Township passed under the Development Charges Act, 1997 with respect to the development of the Development Lands.
15. **MECP Approvals.** The Owner shall ensure that all necessary permits or certificates from the Ministry of the Environment, Conservation and Parks have been obtained at its sole cost with respect to the Works and obligations required under this Agreement prior to the commencement of any of the Works and obligations requiring such permit or certificate.
16. **Insurance.** The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, providing coverage for a limit of not less than \$5,000,000.00 for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, the Township and the Township's consulting engineer and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. Proof of insurance shall be provided on an annual basis. The policy shall specify that it cannot be altered, cancelled or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.
17. **Registration of Agreement.** This Agreement shall be registered against the lands by the Owner prior to the issuance by the Township of a clearance letter to the Wellington County Land Division Committee of the severance conditions for the Consent Approval.
18. **Indemnification.** The Owner hereby agrees to indemnify and save completely harmless the Township, its agents, employees, and servants, from and against all claims, demands, losses, damages, debts, actions, cause of action, suits, proceedings or costs whatsoever, at law or in equity, suffered or incurred by the Township whether directly or indirectly, as a result of this Agreement, the lands, or as a result of any other matter or thing in connection

therewith or pertaining thereto, including any aspect of construction review by the Township or its agents, or the carrying out of the Owner's obligations in this Agreement, or from the Owner having entered into this Agreement, or which may arise directly, or indirectly, from or by reason of the Owner undertaking construction on the lands. This includes claims pursuant to the *Construction Act*, in tort, in contract or otherwise.

19. **Construction Act.** The Owner covenants and agrees that it will hold back in its payments to any contractor or supplier to the Works, such amounts as may be required under the provisions of the *Construction Act*. The Owner agrees to indemnify and save harmless the Township from and against all claims, demands, actions, causes of action and costs resulting from any construction being performed by the Owner, its agents and assigns pursuant to the requirements of this Agreement. On demand by the Township, the Owner will take such steps as may be necessary to immediately discharge all liens registered upon Oxford St or any Township lands failing which the Township may take any steps necessary to discharge same and the Owner shall be liable for all costs on a full indemnity basis.
20. **Waiver.** The failure of the Township at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Township of the performance of any obligation be taken or be held to be a waiver of the performance of the same or any other obligation at any later time. The Township shall specifically retain its rights at law to enforce this Agreement.
21. **Applicable Law.** Nothing in this Agreement exempts the Owner or anyone claiming by or through or under him from compliance with any by-law, or any statute or regulation of Ontario or of Canada or of any other law, nor exempts the Owner from any liability accruing to it as the owner of the lands.
22. **No Challenge to Agreement.** The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the party's right to enter into and enforce this Agreement. The law of contract applies to the Agreement and the parties are entitled to all remedies arising from it.
23. **Enforcement.** The Owner acknowledges that the Township, in addition to any other remedy it may have at law, shall also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.
24. **Development Lands.** It is agreed and understood that the Owner intends to develop the Development Lands such development will be facilitated by the construction of the Works. Prior to such development, the Owner may be required to enter into other agreements with the Township in accordance with its normal policies and applicable laws for land development.
25. **Enurement Clause.** The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owners and their heirs, administrators, successors and assigns and the benefit thereof shall enure to the Township and its successors and assigns.

IN WITNESS WHEREOF this Agreement has been signed by the parties on the date first mentioned above.

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

Andrew Lennox - Mayor

Karren Wallace - Clerk

We have authority to bind the corporation.

MAPLE HILL ESTATES INC.

Brian Padfield - President

I have authority to bind the corporation.

Developers Mailing Address:	P.O. Box 790, Mount Forest, ON, N0G 2L0
Developers Phone Number:	519-323-1864 or 519-323-3022
Developers Email Address:	padfield@padfield.ca

Schedule "A"
DESCRIPTION OF THE LANDS

PART OF PARK LOTS 1 AND 2 SOUTH OF CLYDE STREET PLAN MOUNT
FOREST MOUNT FOREST, PART 6, 61R21657; TOWNSHIP OF WELLINGTON
NORTH

PIN: 71075-0338 (LT)

**Schedule “B”
DESCRIPTION OF STREET**

ALL AND SINGULAR those certain parcel or tracts of land and premises situated, lying and being in the Township of Wellington North in the County of Wellington, being compromised of:

1. Oxford Street, Mount Forest

THAT PART OF OXFORD STREET ON THE PLAN FOR MOUNT FOREST
EAST OF AYRSHIRE STREET AND BEING PART OF PROPERTY
IDENTIFIER NUMBER 71075-0015 (LT)

**Schedule “C”
DESCRIPTION OF THE WORKS TO BE CONSTRUCTED**

Approved Documents

DOCUMENT NO	DOCUMENT NAME	LAST REVISION DATE	PREPARED BY
02	Overall Site Grading Plan	2021/11/03	Triton Engineering Services Limited
03	Hammerhead Grading Plan	2021/11/03	Triton Engineering Services Limited
	Drainage Area Map – Figure 02	November 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 1 & 2 check – 100 yr	July 20, 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 6 east – rev 1 – 100 yr	2021/11/09	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 6 west – 100 yr	July 20, 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 7 & 8 rear – 100 yr	July 20, 2021	Triton Engineering Services Limited
	Functional Servicing Memo	May 18, 2021	Triton Engineering Services Limited
	Functional Servicing Report	September 2016	WSP Canada Inc.

Schedule "D"
PROBABLE COST OF THE WORKS

Maple Hills Estates
Phase 2

Construction Cost Estimate - Engineers Estimate

Date: 2021-12-17



TRITON
ENGINEERING
SERVICES
LIMITED
Consulting Engineers

SCHEDULE OF UNIT PRICES
CONTRACT NO. A6851-21

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
ON SITE WORKS					
1.01	Supply and Install Silt Fence	310	m	\$ 13.50	\$ 4,185.00
1.02	Earth Excavation (Grading)	155	m ³	\$ 12.00	\$ 1,860.00
1.03	Hand Paced Rip-Rap Including Geotextile	30	m ²	\$ 150.00	\$ 4,500.00
1.04	Level Spreader	18	m ²	\$ 250.00	\$ 4,500.00
1.05	Strawbale Check-Dams	4	Each	\$ 350.00	\$ 1,400.00
1.06	Topsoil (Imported)	850	m ²	\$ 16.00	\$ 10,400.00
1.07	Hydro-Seeding	650	m ²	\$ 8.50	\$ 5,525.00
TOTAL- ON SITE					\$ 32,370.00
CONTINGENCY ALLOWANCE (10%)					\$ 3,237.00
ENGINEERING ALLOWANCE (10%)					\$ 3,237.00
SUB-TOTAL (including allowances)					\$ 38,844.00
PLUS 13% H.S.T. (of above Sub-Total)					\$ 5,049.72
SUB-TOTAL (including allowances and HST)					\$ 43,893.72
LESS REBATABLE HST of 11.24% (if a municipal project) (on Subtotal including allowances)					\$ 4,366.07
TOTAL (with net HST)					\$ 39,527.65
ROUNDED TO :					\$ 39,600.00
OFF SITE - R.O.W. WORKS					
2.01	Earth Excavation (Grading)	460	m ³	\$ 12.00	\$ 5,520.00
2.02	Hand Paced Rip-Rap Including Geotextile	60	m ²	\$ 150.00	\$ 9,000.00
2.03	Supply and Install 450mmø HDPE Culvert	50	m	\$ 300.00	\$ 15,000.00
2.04	Granular B	725	Tonne	\$ 20.00	\$ 14,500.00
2.05	Granular A	265	Tonne	\$ 23.00	\$ 6,097.88
2.06	Topsoil (Imported)	600	m ²	\$ 16.00	\$ 9,600.00
2.07	Hydro-Seeding	600	m ²	\$ 8.50	\$ 5,100.00
TOTAL- OFF SITE					\$ 64,817.88
CONTINGENCY ALLOWANCE (10%)					\$ 6,481.79
ENGINEERING ALLOWANCE (10%)					\$ 6,481.79
SUB-TOTAL (including allowances)					\$ 77,781.45
PLUS 13% H.S.T. (of above Sub-Total)					\$ 10,111.59
SUB-TOTAL (including allowances and HST)					\$ 87,893.04
LESS REBATABLE HST of 11.24% (if a municipal project) (on Subtotal including allowances)					\$ 8,742.63
TOTAL (with net HST)					\$ 79,150.40
ROUNDED TO :					\$ 79,200.00



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council, Meeting of February 22, 2022
From: Darren Jones, Chief Building Official
Subject: CBO 2022-02 Building Permit Review Period Ending January 31st, 2022

RECOMMENDATION

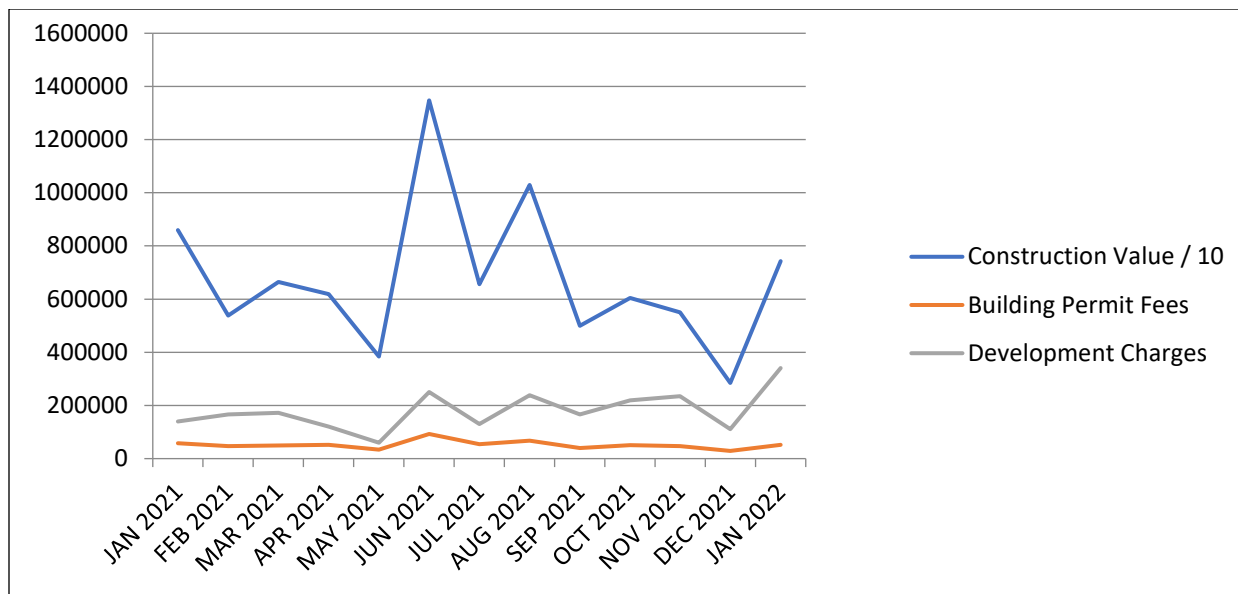
THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2022-02 being the Building Permit Review for the period ending January 31st, 2022.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2022-01 Building Permit Review Period Ending December 31st, 2021
2. CBO 2021-02 Building Permit Review Period Ending January 31st, 2021

BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
Single Family Dwelling	0	0.00	0.00	0.00
Multi Family Dwelling	9	6,800,000.00	44,000.00	340,624.00
Additions / Renovations	2	330,000.00	3,944.71	0.00
Garages / Sheds	0	0.00	0.00	0.00
Pool Enclosures / Decks	0	0.00	0.00	0.00
Commercial	3	82,500.00	1,321.10	0.00
Assembly	0	0.00	0.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	2	200,000.00	2,141.80	0.00
Sewage System	1	20,000.00	520.00	0.00
Demolition	0	0.00	0.00	0.00
Monthly Total	17	7,432,500.00	51,927.61	340,624.00
Total Year to Date	17	7,432,500.00	51,927.61	340,624.00
12 Month Average	30	6,601,502.08	51,134.40	184,043.31



10 Year Monthly Average	9	2,487,679.20	18,898.42	58,434.86
10 Year, Year to Date Average	9	2,487,679.20	18,898.42	58,434.86

This month the Building Department issued 17 building permits with a total combined construction value of \$7,432,500, this is equivalent to \$4,006,000, five years ago in 2017 using a deflationary factor of the residential building construction price index.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None.

STRATEGIC PLAN 2019 – 2022

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

- Yes
 No
 N/A

Which priority does this report support?

- Modernization and Efficiency
 Partnerships
 Municipal Infrastructure
 Alignment and Integration

Prepared By:	Darren Jones, Chief Building Official
Recommended By:	Michael Givens, Chief Administrative Officer



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of February 22nd, 2022

From: Dale Small,
Economic Development Officer

Subject: EDO 2022-008 Saugeen Connects
Advancing Women Economically (A.W.E.) Program

RECOMMENDATION

THAT Council of the Corporation of the Township of Wellington North receive for information Report EDO 2022-008 being an update on our Saugeen Connects Advancing Women Economically (A.W.E.) Program

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

EDO 2019-026 Saugeen Connects Awards Presentation to Wellington North Council
EDO 2021-002 Saugeen Connects Partnership Update
EDO 2022-004 Saugeen Connects Partnership Update

BACKGROUND

In March 2017, the Saugeen Economic Development Corporation (SEDC) and five municipalities, Brockton, Hanover, West Grey, Minto, and Wellington North, came together in a partnership called "Saugeen Connects". Our mission is to **collaborate** and positively impact area economic growth, promote **youth entrepreneurship**, support **growth and retention of businesses**, integrate efforts to leverage **workforce attraction** and assist and promote the **advancement of women** in our rural communities.

In 2021 the partnership expanded when Aaron-Alderslie and South Bruce joined the team and also in 2021, WOWSA, (Women of Wellington Saugeen Area) folded in under Saugeen Connects which will enable us to better promote and expand this network.

In 2022 we have hired a P/T Project Coordinator, Katrina Day, working out of and under the direction of the SEDC in Neustadt. Programs like the Student Startup program, workforce attraction as well as the advancement of women (A.W.E.) is our main focus in 2022. The A.W.E series launches on International Women's Day, March 8th with a guest speaker and will then be followed up by a series of ten webinars. An overview follows including registration details for the March 8th event as well as the webinar series. Also attached is a brief description of each of the ten webinars.



PRESENTS

Advancing Women Economically

through a Series of 10 Virtual Webinars with:



Amanda Lynn
Mayhew
TV Host, Just
Hunt INC.



Kristel Manes
Change
Management
Specialist



Angela Poirier
Social
Media
Specialist



Nicole Teeter
Bookkeeper



Melissa
Schenk
Executive Producer,
MS2 Productions

Week 1: Join us for our **International Women's Day launch** on **March 8th, 6:30 p.m. to 8:30 p.m.** featuring keynote speaker **Amanda Lynn Mayhew** of Just Hunt INC.

following which Webinars will occur Mondays from 11 am to 1 pm

"LUNCHTIME LEARNING"
MONDAYS
11:00 a.m. to 1:00 p.m.
March 14th to May 9th

100%
VIRTUAL

*Join Us
Via Zoom*

Upon completion of all sessions and required paperwork, you may qualify for \$500 to help overcome barriers and invest in your future.

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

The deadline to apply is **Monday, March 7th, 2022**

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

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

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Saugeen
Connects

PRESENTS

INTERNATIONAL *Women's Day*

Join us to hear keynote speaker

Amanda Lynn Mayhew

as we explore **WOMEN EMPOWERMENT:**

Overcoming Barriers & Biases

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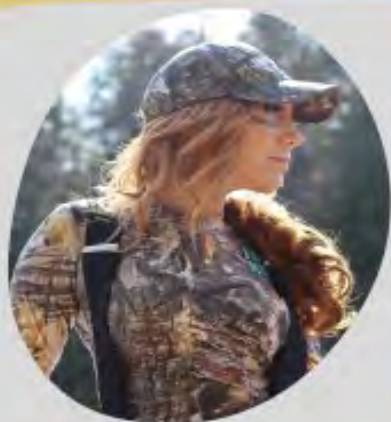
MARCH 8, 2022



6:30 - 8:30 PM ON ZOOM

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AMANDA LYNN MAYHEW

Just Hunt Inc.

This local, award-winning, tough outdoorswoman is the creator of *Just Hunt INC.* This young woman has proved her worth as an athlete, inspirational speaker, angler, power sports enthusiast, sport shooting advocate, and a hunter whose mission it is to pass on the passion to our future.

She's the star of *Just Hunt* and a new TV series, *THAT Hunting Girl*, airing on the *Sportman's Channel Canada*.





PRESENTS

Advancing Women Economically

Through a Series of 10 Virtual Webinars

Week 1: Join us for our International Women's Day launch on **March 8th, 6:30 p.m. to 8:30 p.m.** featuring keynote speaker Amanda Lynn Mayhew of Just Hunt INC.

THE WEBINAR LINEUP

March 14th	Week 2: Ideation: Mapping Next Steps & New Business Checklist
March 21st	Week 3: Finding Your Customers
March 28th	Week 4: ABCs of Marketing
April 4th	Week 5: Operations: Creating a Positive Business Image
April 11th	Week 6: Managing Your Cash Flow & Finding Funding
April 18th	Week 7: Digital Marketing 101 & Marketing Analysis
April 25th	Week 8: Bookkeeping 101
May 2nd	Week 9: Social Media & Marketing: A Deep Dive & E-Commerce: A Guide
May 9th	Week 10: Empowering Women Entrepreneurs & Bouncing Back from the Pandemic

"Lunchtime Learning"

MONDAYS

11:00 a.m. to

1:00 p.m.

Upon completion of all sessions/paperwork, you may qualify for \$500 to help overcome barriers and invest in your future.

\$500

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

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AWE 2022 Webinars

AWE 2022	
Topic	Summary
<p><i>Women Empowerment: Overcoming Barriers & Biases</i> Amanda Lynn Mayhew & Panelists Week 1: March 8th – 6:30 p.m. to 8:30 p.m.</p>	<p>Join us as we celebrate International Women’s Day to hear keynote speaker Amanda Lynn Mayhew from Just Hunt INC, in addition to a group of local Panelists. We will be exploring the topic of Women Empowerment: Overcoming Barriers and Biases.</p>
<p><i>Ideation: Mapping Next Steps & New Business Checklist</i> Kristel Manes Week 2: March 14th – 11:00 a.m. to 1:00 p.m.</p>	<p>"Ideation" is defined as the creative process of generating, developing, and communicating new ideas, where an idea is understood as a basic element of thought that can be either visual, concrete, or abstract. This workshop will help you generate, develop, evaluate, and visually map your ideas before launching a new project or venture. We will also explore the beginning stages of a business. A walkthrough on how to start up, grow and hire for a new business.</p>
<p><i>Finding Your Customers</i> Kristel Manes Week 3: March 21st – 11:00 a.m. to 1:00 p.m.</p>	<p>The goal of any market research is to find out more about your customers, the trends, and the competition. The more you know about these, the better you will be prepared to meet the demands of your marketplace. Whether you are a new or existing business, it is important for you to continue your research; we will show you how.</p>
<p><i>ABC's of Marketing</i> Kristel Manes Week 4: March 28th – 11:00 a.m. to 1:00 p.m.</p>	<p>There are many characteristics to establish your business identity: your product or service, logo, and advertisements are the most used tools to tell your potential customer who you are. Developing a marketing strategy is vital for any business at any stage; let us help you develop a continuous plan.</p>
<p><i>Operations: Creating a Positive Business Image</i> Kristel Manes Week 5: April 4th – 11:00 a.m. to 1:00 p.m.</p>	<p>Having a business vision provides a sense of destination and a customer-centred vision builds success on long-term customer relationships. What do customers expect, factors that influence choices of selecting a location, when is it time to hire and who to hire. All these are questions small business owners have to find answers as a business in an arena of intensified competition, greater public awareness and demands for outstanding quality.</p>
<p><i>Managing Your Cash Flow & Finding Funding</i> Kristel Manes Week 6: April 11th – 11:00 a.m. to 1:00 p.m.</p>	<p>Realistic cash flow management and projections are the keys to your business success; cash flow forecast is an integral part of a realistic business plan. For start-up situations, in particular, the cash flow forecast is crucial since early profit levels will probably not be adequate to finance operating cash requirements. Whatever stage of business you are at, learn how to better manage your cash flow. We will also be focusing on resources of how and where to find funding for your new business. Understand the financial opportunities that you can take advantage of.</p>
<p><i>Digital Marketing 101 & Marketing Analysis</i> Angela Poirier Week 7: April 18th – 11:00 a.m. to 1:00 p.m.</p>	<p>An introductory course in all the elements of social media and digital marketing. We will discuss primary marketplaces to build and promote your business, the basic tools required for a successful social media platform and where your business needs to be visible. In addition, a guide on understanding the dynamism of the market your business operates in.</p>
<p><i>Bookkeeping 101</i> Nicole Teeter Week 8: April 25th – 11:00 a.m. to 1:00 p.m.</p>	<p>Learn about the process of recording your business’s financial affairs.</p>
<p><i>Social Media & Marketing: A Deep Dive & E-Commerce: A Guide</i> Angela Poirier Week 9: May 2nd – 11:00 a.m. to 1:00 p.m.</p>	<p>Additional tips and tricks for scheduling social media posts, developing routines for posting, and being successful while doing so. E-commerce is more important now than ever. Almost anything can be advertised and sold online. Understand the basics of buying and selling goods and services over the internet.</p>
<p><i>Empowering Women Entrepreneurs & Bouncing Back from the Pandemic</i> Melissa Schenk Week 10: May 9th – 11:00 a.m. to 1:00 p.m.</p>	<p>Finding success, rewards and happiness can be very difficult during this time of relentless change and transformation. Our personal vision and core beliefs often get buried under the demands of our many responsibilities, rules, and regulations. The result? We can forget who we truly are, what we desire and how we want to be remembered, professionally and personally. Explore your areas of greatness and potential for business growth and excellence. Re-connect to inherent character values that you already possess, guiding you to positive results and greater happiness. Face business changes in 2022 head on... Be YOU! Be Seen. Be Heard. Be Remembered.</p>

FINANCIAL CONSIDERATIONS

Each Saugeen Connects partner (8) 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.

Additional sponsorship funding, (\$3,500 - \$5,000) is obtained by each municipality from local businesses and organizations to support the Student Start Up Program.

One of the roles of the Project Co-ordinator is to search out and apply for additional grant funding to enable us to expand as well as develop new programs.

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>
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Recommended By:	Michael Givens, Chief Administrative Officer	<i>Michael Givens</i>
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2/10/22

Township of Wellington North
VENDOR CHEQUE REGISTER REPORT
Payables Management

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
77884	Bijoux LK	2/02/22	\$271.20
77885	Bluewater Chapter OBOA	2/02/22	\$150.00
77886	Broadline Equipment Rental Ltd	2/02/22	\$169.50
77887	Chalmers Fuels Inc	2/02/22	\$4,033.00
77888	Corporate Express Canada Inc.	2/02/22	\$274.93
77889	Hearing Assistive Technology G	2/02/22	\$2,726.69
77890		2/02/22	\$250.00
77891	Horrigan Overhead Doors 2019	2/02/22	\$180.80
77892		2/02/22	\$2,490.42
77893	Hydro One Networks Inc.	2/02/22	\$3,809.76
77894	Infrastructure Health & Safety	2/02/22	\$683.65
77895	J.T. Excavating Ltd.	2/02/22	\$673.54
77896		2/02/22	\$1,838.80
77897	Royal Bank Visa	2/02/22	\$716.65
77898		2/02/22	\$100.01
77899	5053745 Ont Inc	2/02/22	\$109,800.00
77900	CDW Canada Corp	2/02/22	\$1,086.53
77901	Cedar Creek Tools	2/02/22	\$1,145.82
77902	Horrigan Overhead Doors 2019	2/02/22	\$20,375.30
77903	Kronos Canadian Systems Inc.	2/02/22	\$1,133.95
77904	The Ontario Aggregate Resource	2/02/22	\$1,085.00
77905	Enbridge Gas Inc.	2/02/22	\$4,582.20
77906	Wightman Telecom Ltd.	2/02/22	\$135.36
EFT0003066	Aces Heavy Towing	2/02/22	\$3,579.28
EFT0003067	Agrisan SC Pharma	2/02/22	\$4,568.84
EFT0003068	Arthur Chrysler Dodge Jeep Lim	2/02/22	\$298.89
EFT0003069	Arthur Home Hardware Building	2/02/22	\$127.41
EFT0003070	Arthurs Fuel	2/02/22	\$2,609.44
EFT0003071	Barclay Wholesale	2/02/22	\$111.81
EFT0003072	CARQUEST Arthur Inc.	2/02/22	\$526.99
EFT0003073	The Canadian Payroll Associati	2/02/22	\$322.05
EFT0003074	County of Wellington	2/02/22	\$13,420.00
EFT0003075	Decker's Tire Service	2/02/22	\$2,853.84
EFT0003076	Dewar Services	2/02/22	\$10,895.46
EFT0003077	Economic Developers Council of	2/02/22	\$635.06
EFT0003078	Evoqua Water Technologies	2/02/22	\$602.53
EFT0003079	FOSTER SERVICES/822498 ONT INC	2/02/22	\$1,483.13
EFT0003080	H Bye Construction Limited	2/02/22	\$56,689.13
EFT0003081	Hurononia Welding	2/02/22	\$1,292.72
EFT0003082	Ideal Supply Inc.	2/02/22	\$165.36

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
EFT0003083	International Trade Specialist	2/02/22	\$199.86
EFT0003084	J J McLellan & Son	2/02/22	\$286.74
EFT0003085	Maple Lane Farm Service Inc.	2/02/22	\$1,069.93
EFT0003086	Minto Truck Centre	2/02/22	\$39.57
EFT0003087	North Wellington Co-op Service	2/02/22	\$25.30
EFT0003088	Parks and Recreation Ontario	2/02/22	\$452.00
EFT0003089	Purolator Inc.	2/02/22	\$35.80
EFT0003090	ROBERTS FARM EQUIPMENT	2/02/22	\$534.17
EFT0003091	Shred All Ltd.	2/02/22	\$67.80
EFT0003092	STRONGCO LIMITED PARTNERSHIP	2/02/22	\$962.58
EFT0003093	Suncor Energy Inc.	2/02/22	\$18,293.69
EFT0003094	Superior Tire Sales & Service	2/02/22	\$330.25
EFT0003095	Viking Cives Ltd	2/02/22	\$1,584.26
EFT0003096	Wellington Advertiser	2/02/22	\$1,020.39
EFT0003097	W. Schwindt & Sons Bldg Const	2/02/22	\$283.63
EFT0003098	Young's Home Hardware Bldg Cen	2/02/22	\$6.77
EFT0003099	B & I Complete Truck Centre	2/02/22	\$111.26
EFT0003100		2/02/22	\$47.45
EFT0003101	Pryde Truck Service Ltd.	2/02/22	\$2,042.37
EFT0003102	Saugeen Community Radio Inc.	2/02/22	\$731.11
EFT0003103	Triton Engineering Services	2/02/22	\$6,680.79
77907	2TINGA Water Rescue	2/07/22	\$1,652.50
77908	Mount Forest Foodland	2/07/22	\$65.03
77909	Township of Centre Wellington	2/07/22	\$1,259.95
EFT0003104	ALS Laboratory Group	2/07/22	\$1,155.73
EFT0003105	Clark Bros Contracting	2/07/22	\$1,126.38
EFT0003106	H Bye Construction Limited	2/07/22	\$27,812.41
EFT0003107	Triton Engineering Services	2/07/22	\$5,965.37
77913	1542441 Ontario Inc.	2/09/22	\$2,592.94
77914	Abell Pest Control Inc	2/09/22	\$66.92
77915		2/09/22	\$1,900.00
77916	Bluewater Fire & Security	2/09/22	\$527.15
77917	CDW Canada Corp	2/09/22	\$228.76
77918	Chalmers Fuels Inc	2/09/22	\$1,736.22
77919		2/09/22	\$1,900.00
77920	Finch Chevrolet Cadillac Buick	2/09/22	\$45,810.83
77921	Golden Triangle Human Resource	2/09/22	\$60.00
77922		2/09/22	\$1,900.00
77923		2/09/22	\$1,900.00
77924	Hydro One Networks Inc.	2/09/22	\$849.69
77925	Jim's Auto Service	2/09/22	\$807.02
77926	Robert McArthur & Aletha McArt	2/09/22	\$472.18
77927	Perfectmind Inc	2/09/22	\$2,712.00
77928	Royal Bank Visa	2/09/22	\$3,597.02
77929	Sterling Backcheck Canada Corp	2/09/22	\$52.26
77930	Tom Shupe Plumbing & Heating	2/09/22	\$1,446.40

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
77931	Enbridge Gas Inc.	2/09/22	\$15,968.25
77932	Van Harten Surveying Inc.	2/09/22	\$4,867.64
77933	Wellington County Roads Superv	2/09/22	\$800.00
77934	Wightman Telecom Ltd.	2/09/22	\$42.82
EFT0003108	AMI Attachments	2/09/22	\$666.70
EFT0003109	Arthur Home Hardware Building	2/09/22	\$155.87
EFT0003110	B & I Complete Truck Centre	2/09/22	\$119.96
EFT0003111	Barclay Wholesale	2/09/22	\$120.97
EFT0003112	CARQUEST Arthur Inc.	2/09/22	\$154.81
EFT0003113	Cordes Enterprise	2/09/22	\$601.30
EFT0003114	County of Wellington	2/09/22	\$1,280.00
EFT0003115	FOXTON FUELS LIMITED	2/09/22	\$421.49
EFT0003116	International Trade Specialist	2/09/22	\$965.00
EFT0003117	JOB-INC Electric	2/09/22	\$2,239.10
EFT0003118	Kraemer LLP	2/09/22	\$16,184.86
EFT0003119	Lystek International Inc.	2/09/22	\$8,994.03
EFT0003120	North Wellington Co-op Service	2/09/22	\$54.86
EFT0003121	Officer's Auto Care Inc.	2/09/22	\$75.12
EFT0003122	Orkin Canada Corporation	2/09/22	\$50.85
EFT0003123	PETRO-CANADA	2/09/22	\$4,604.11
EFT0003124	PPE Solutions Inc.	2/09/22	\$14,224.44
EFT0003125	PSD Citywide Inc.	2/09/22	\$4,210.62
EFT0003126	Rural Routes Pest Control Inc.	2/09/22	\$84.75
EFT0003127	Stephen Hale	2/09/22	\$1,508.55
EFT0003128	Suncor Energy Inc.	2/09/22	\$11,265.78
EFT0003129	T&T Power Group	2/09/22	\$1,220.40
EFT0003130	Teviotdale Truck Service & Rep	2/09/22	\$3,331.73
EFT0003131	Toromont Industries Ltd.	2/09/22	\$4,790.63
EFT0003132	Town of Minto	2/09/22	\$58.39
EFT0003133	Viking Cives Ltd	2/09/22	\$103.23
EFT0003134	W. Schwindt & Sons Bldg Const	2/09/22	\$4,300.00
EFT0003135	Young's Home Hardware Bldg Cen	2/09/22	\$35.21
118	Total Amount of Cheques:		\$503,799.00



WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council
Meeting of February 22, 2022

From: Adam McNabb, Director of Finance

Subject: Report TR2022-002 Being a report on Payment in Lieu of Taxes for Federal Properties

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report TR 2022-002 being a report on Payment in Lieu of Taxes for Federal Properties;

AND FURTHER THAT Council direct staff to continue to monitor the lobbying efforts of AMO and the Provincial government, and report back with any future developments impacting the Township of Wellington North.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

As detailed in the attached letter from Minister of Finance Bethlenfalvy to the president of AMO, the federal government and some Crown corporations have indicated to municipalities that they may not make PILTs on their properties at the education tax rates prescribed in Ontario Regulation 400/98. These rates apply to properties for which education taxes are retained by municipalities, and as such are an important source of revenue required to provide local services.

To encourage the federal government to pay at the regulated rates, the Province has issued a technical bulletin and a corresponding legislative change that clarify that the regulated rates would be applicable to PILTs properties if such properties were taxable.

FINANCIAL CONSIDERATIONS

The Township of Wellington North is resident to two properties potentially affected by the federal government's cessation of payment of PILTs on their properties at the education tax rates prescribed in Ontario, which would amount to a revenue loss of \$7,495.55.

ATTACHMENTS

January 28, 2022 letter from Minister of Finance Bethlenfalvy to AMO

STRATEGIC PLAN 2019 – 2022

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

 Yes No N/A

Which priority does this report support?

 Modernization and Efficiency Partnerships Municipal Infrastructure Alignment and Integration**Prepared By:** Adam McNabb, Director of Finance*Adam McNabb***Recommended By:** Michael Givens, Chief Administrative Officer*Michael Givens*

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7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400

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Téléphone: 416-325-0400

January 28, 2022

Mr. Jamie McGarvey
President
Association of Municipalities Ontario (AMO)
200 University Avenue, Suite 801
Toronto, Ontario
M5H 3C6

Dear Mr. McGarvey:

I am writing regarding payment in lieu of taxes (PILTs) on federal properties.

As you are aware, the federal government and some Crown corporations have indicated to municipalities that they may not make PILTs on their properties at the education tax rates prescribed in Ontario Regulation 400/98.

Given that these rates apply to properties for which education taxes are retained by municipalities, the Province is deeply concerned that this federal decision would have a significant financial impact on a number of municipalities across the province.

To encourage the federal government to pay at the regulated rates, the Province has issued a technical bulletin and a corresponding legislative change that clarify that the regulated rates would be applicable to PILTs properties if such properties were taxable. In addition, Ministry staff have engaged with federal staff on this issue.

I have also written to Minister Freeland in the Department of Finance and Minister Tassi in the Department of Public Services and Procurement to strongly encourage the payment of PILTs according to the rates set in regulation but have not received a response. I have recently written again to Minister Freeland and Minister Tassi to stress the importance of this matter.

The Province is supportive of municipalities that have continued to press the federal government and emphasize the impacts this decision would have for municipalities. I understand that Ministry of Finance staff have been working closely with municipal staff on this issue. I encourage both AMO and individual municipalities to reach out and seek a resolution from the federal government on this important matter.

.../cont'd

- 2 -

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Bethlenfalvy". The signature is written in a cursive style with a prominent loop at the end.

Peter Bethlenfalvy
Minister of Finance

c: The Honourable Steve Clark, Minister of Municipal Affairs and Housing



Staff Report

To: Mayor and Members of Council
Meeting of February 22, 2022

From: Adam McNabb, Director of Finance

Subject: Report TR2022-003 Being a report on 2021 Council Remuneration

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive Report TR 2022-003 being a report on 2021 Council Remuneration for information.

PREVIOUS PERTINENT REPORTS / BY-LAWS / RESOLUTIONS

N/A

BACKGROUND

The Municipal Act, 2001, c. 25 requires that the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement of remuneration and expenses paid to each member of Council in the previous year.

Schedule A - Treasurer's Statement of Remuneration and Expenditures Paid to Council Members for the Year 2021 provides a breakdown of activities.

FINANCIAL CONSIDERATIONS

Cumulatively, Council remuneration and expenditures for 2021 were below budgeted amounts. Detailed budget to actual variance table is show below for informational purposes:

<i><u>Expenses Pertinent to the Council Remuneration Report</u></i>	<i><u>2021 Budget</u></i>	<i><u>2021 Actual as reported</u></i>	<i><u>Variance (Over)/Under budget</u></i>
Council Salaries/Remuneration/PS Committee	99,032	98,353.88	678.12
Council Employee Benefits	5,837	6,324.43	(487.43)
Council Computer/Internet Service/Phone	5,150	3,346.99	1,803.01
Council Conferences/training	12,100	592.04	11,507.96
Council Travel	2,550	3,602.10	(1,052.10)
	124,669	112,219	12,450

ATTACHMENTS

Schedule A - Treasurer's Statement of Remuneration and Expenditures Paid to Council Members for the Year 2021 provides a breakdown of activities.

STRATEGIC PLAN 2019 – 2022

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

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Partnerships

Municipal Infrastructure

Alignment and Integration

Prepared By: Adam McNabb, Director of Finance

Adam McNabb

Recommended By: Michael Givens, Chief Administrative Officer

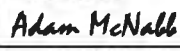
Michael Givens

Schedule A - Treasurer's Statement of Remuneration and Expenditures Paid to Council Members for the Year 2021

**TOWNSHIP OF WELLINGTON NORTH, COUNTY OF WELLINGTON - MUNICIPAL ACT S.O. 2001,
AS AMENDED, CHAPTER 25, SECTION 284.**

NAME	COUNCIL PER DIEM	OTHER MEETINGS	BENEFITS (CPP, EHT)	CONVENTIONS & SEMINARS	TELEPHONE & INTERNET	TRAVEL EXPENSE	TOTAL REMUNERATION AND EXPENSES
Andy Lennox, Mayor	27,953.21	0.00	1,877.79	407.04	378.90	720.42	31,337.36
Sherry Burke, Councillor	17,600.17	0.00	1,111.66	0.00	612.00	720.42	20,044.25
Lisa Hern, Councillor	17,600.17	0.00	1,111.66	185.00	643.44	720.42	20,260.69
Steve McCabe, Councillor	17,600.17	0.00	1,111.66	0.00	622.36	720.42	20,054.61
Dan Yake, Councillor	17,600.17	0.00	1,111.66	0.00	1,090.30	720.42	20,522.55
Total Paid	98,353.88	0.00	6,324.43	592.04	3,346.99	3,602.10	112,219.44

Dated this 14th day of February 2022

DocuSigned by:

 Adam McNabb, Director of Finance & Treasury
 Township of Wellington North



WELLINGTON NORTH
SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of February 21, 2022
From: Chris Harrow, Director of Fire Services
Subject: FIRE 2022-01 being a report on the award for purchase of a 2022 Pick-up Truck

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report FIRE 2022-01 being a report on the award for purchase of a 2022 pick-up truck;

AND FURTHER THAT Council award the purchase to Leslie Motors Ford at a cost of \$46,709.00 plus applicable taxes.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

2022 Capital Budget

BACKGROUND

The request for quotation was done in conjunction with Centre Wellington who took the lead on the process. Centre Wellington Fire was looking for 2 pick ups and an SUV. Minto also joined in the process as they were also looking for 1 pick up for the fire department. The Centre Wellington purchasing department conducted the process and provided us with the final report, receiving 3 bids in total. The proposal was detailed with all of the items on the truck wanted by Centre Wellington. The companies bid on the exact proposal released.

The three bids received were from Leslie Motors, Barry Cullen Chevrolet and Winegard Ford. Winegard Ford placed their bid in error and sent a correction in after the process had closed. All prices submitted are for the pick up truck only, no fire department specific options have been quoted.

The truck was approved in the Township's 2022 Capital Budget which had a budget of \$50,000 for the purchase. We believe by going with the Leslie Motors bid, we will make up the approximately \$60 difference in travel time for maintenance and any warranty work that may need to be completed in a timely and efficient manner.

Of note, some bidders did not submit because of the issue with the supply chain and the unknown ability to get product. They noted this could be a continuous problem over the next couple of years.

FINANCIAL CONSIDERATIONS

Summary of Quotations:

Respondent	Budget	Quote*	Total**
Leslie Motors Ltd.	\$,50,000	\$46,709.00	\$47,431.07
Barry Cullen Chevrolet	\$50,000	\$46,673.07	\$47,494.52
Winegard Ford	\$50,000	\$54,380.00	\$55,337.09

* - Price subject to applicable taxes

**- Price includes net applicable taxes of 1.76%

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

Prepared By:	Chris Harrow, Director of Fire Services Marco Guidotti, Deputy Fire Chief Callise Loos, Deputy Fire Chief
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Recommended By:	Michael Givens, Chief Administrative Officer <i>Michael Givens</i>
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WELLINGTON NORTH

SEMPER PORRO

Staff Report

To: Mayor and Members of Council Meeting of February 21, 2022

From: Chris Harrow, Director of Fire Services

Subject: FIRE 2022-02 being a report on the new Firefighter Regulations under the FPPA

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report FIRE 2022-02 being a report on the new minimum firefighter certification standards under the Fire Prevention and Protection Act;

AND FURTHER THAT Council accept this report for information purposes only.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

In 2018, there were draft regulations proposed to make minimum levels of certification mandatory for different firefighter services offered by a municipality. The new regulations never made it through the approval process and were tabled. I was part of this process from my time on the Ontario Association of Fire Chiefs Board of Directors.

Now in the beginning of 2022, the regulations have been proposed again and are on track to be adopted by the province before Spring 2022. The proposed regulations would come into effect on July 1, 2022. The regulations are very similar to the previous version. The basic concept is if you decide to offer a service as a fire department, you must have your firefighters certified to the applicable standard. For example, if you offer auto extrication or interior fire operations you must have all firefighters certified to the standards applicable to those skills.

The new standards are a major change for the fire service as there have never been mandatory certification standards previous. Many other professions in the province have mandatory certifications, including other emergency services, such as police and paramedics. However, neither one of those services have such a strong contingent of volunteers that make up their rosters which will make certification more difficult. Nevertheless, the job the volunteers perform is the same risk and duties that any part time or full time firefighter must perform making it imperative all firefighters are trained to the same level.

As a management team, we have been preparing for the potential regulations. It started many years ago with the hiring of a County Training Officer to look after a recruit program for the entire

County. Now, every recruit coming out of the training is certified as a firefighter and capable to performing all of the duties required for our firefighters. This has been a huge help and has given us a head start in ensuring all of our firefighters are certified. We have also had some good success in the past with grandfathering our older firefighters to the new standards as well as newer firefighters and officers taking courses to make sure they were ready for the roles they have taken on.

We are also in the process of implementing all of our new software recently approved by Council. With the anticipation of the new regulations coming, implementing the new software to be able to keep proper training records and incident data will help us immensely in retaining the data and being able to reproduce it when audited by the Office of the Fire Marshal. The new data management systems we are working on will also help us in keeping track for the firefighters topics and information they need to complete so we ensure all are on track to becoming certified.

If the new regulations come in as written, we will have 4 years to catch up on any outstanding certifications needed for our personnel. We have started making plans with the rest of the county chiefs to start booking the courses we are going to require to get our people certified. We will be able to bring all of the courses locally to make it easier for our firefighters to take them. There is also the capability of online learning for some courses through our new learning management system we are implementing.

FINANCIAL CONSIDERATIONS

None at this time. There may be an increase to training budgets in the future depending on the number of courses required for each of the firefighters.

ATTACHMENTS

FPPA Firefighter Certifications Consultation Draft

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: Chris Harrow, Director of Fire Services
 Marco Guidotti, Deputy Fire Chief
 Callise Loos, Deputy Fire Chief

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

Caution:

This consultation draft is intended to facilitate dialogue concerning its contents. Should the decision be made to proceed with the proposal, the comments received during consultation will be considered during the final preparation of the regulation. The content, structure, form and wording of the consultation draft are subject to change as a result of the consultation process and as a result of review, editing and correction by the Office of Legislative Counsel.

CONSULTATION DRAFT**ONTARIO REGULATION**

to be made under the

FIRE PROTECTION AND PREVENTION ACT, 1997**FIREFIGHTER CERTIFICATION****CONTENTS**

1.	Definition
2.	Mandatory certification
3.	Exceptions
4.	Transition
5.	Commencement
Table 1	Mandatory certification for fire protection services

Definition

1. In this Regulation,

“NFPA” means the National Fire Protection Association.

Mandatory certification

2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters perform a fire protection service set out in Column 1 of Table 1 only if, on or after the corresponding day specified in Column 3 of that Table,

- (a) the firefighter performing the fire protection service is certified, at a minimum, to the corresponding certification standard set out in Column 2 of that Table; or
- (b) this Regulation provides that the certification standard referred to in clause (a) does not apply with respect to the firefighter.

(2) The certification must be,

- (a) provided by the Fire Marshal; or

- (b) an accreditation from the International Fire Safety Accreditation Congress (IFSAC), or a Pro Board seal, that is recognized by the Fire Marshal as equivalent to the certification provided by the Fire Marshal.

Exceptions

3. (1) A certification standard set out in item 1 or 2 of Table 1 does not apply with respect to a firefighter who,

- (a) is performing a service that is within the scope of that item;
- (b) has been a firefighter for no more than 24 months; and
- (c) is operating under the supervision of a firefighter certified to that standard.

(2) A certification standard set out in Column 2 of Table 1 does not apply with respect to a firefighter who is,

- (a) temporarily assigned to perform a different fire protection service for which a different minimum certification is required; and
- (b) operating under the supervision of a firefighter who has obtained the certification corresponding to the fire protection service or services being delivered.

(3) If a firefighter was previously certified under this Regulation for an item listed in Table 1, that certification continues to be valid even if the requirements for obtaining that certification are subsequently updated or changed.

Transition

4. (1) Subject to subsection (2), a certification standard set out in item 1, 2, 3, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 17 or 18 of Table 1 does not apply with respect to a firefighter if the Fire Marshal issues the firefighter a letter of compliance with the certification standard in accordance with this section.

(2) The Fire Marshal shall issue a letter of compliance with a certification standard to a firefighter if,

- (a) the firefighter has been performing the fire protection service that the standard corresponds to since at least,
 - (i) January 1, 2021, in the case of a certification standard set out in item 1, 2, 3, 5, 6 or 7,

- (ii) January 1, 2020, in the case of a certification standard set out in item 9, 10, 11, 12, 13, 14 or 15, or
 - (iii) January 1, 2019, in the case of a certification standard set out in item 17 or 18;
- (b) before September 30, 2023, the firefighter’s municipality, or fire department in an area without municipal organization, provides the Fire Marshal with information, such as training records, to demonstrate to the satisfaction of the Fire Marshal that the firefighter, through past training and experience, has obtained the requisite knowledge and requisite skills associated with the corresponding standard; and
- (c) the Fire Marshal is satisfied with the information provided under clause (b).

Commencement

5. [Commencement]

TABLE 1
MANDATORY CERTIFICATION FOR FIRE PROTECTION SERVICES

Item	Column 1 Fire protection service	Column 2 Minimum Certification Standard	Column 3 Compliance Deadline
1.	Firefighter Exterior Attack: Fire suppression operations from the exterior of the building only.	The following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 4 (Firefighter I) and Chapter 5 (Firefighter II): 4.1, 4.2, 4.3.1, 4.3.2, 4.3.3, 4.3.6, 4.3.7, 4.3.8, 4.3.10 (A1-A9, B1-B3, B4 (exterior stairway), B5-B10), 4.3.15, 4.3.16, 4.3.17, 4.3.18, 4.3.19, 4.3.20, 4.3.21, 4.5 5.1, 5.2, 5.3.1, 5.3.2 (A1-A4), 5.3.3, 5.3.4, 5.4.2, 5.5.3	July 1, 2026
2.	Firefighter Exterior Attack and auto extrication: Fire suppression operations from the exterior of the building only and auto extrication rescue.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1001, “Standard for Fire Fighter Professional Qualifications”, 2019 Edition, Chapter 5 (Firefighter II): 5.4.1	July 1, 2026
3.	Firefighter Exterior Attack and hazardous materials response: Fire suppression operations from the exterior of the building only and Operations-level hazardous materials response.	All job performance requirements in Item 1 and all job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition, Chapter 5 (Operations).	July 1, 2026
4.	Firefighter Exterior Attack, auto extrication and hazardous materials response: Fire suppression operations from the exterior of the building only, automobile extrication rescue and Operations-level hazardous materials response.	All job performance requirements in Items 1, 2 and 3.	July 1, 2026

5.	Firefighter Interior Attack: Fire suppression operations that enter the interior of the building and can perform rescue.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 4 (Firefighter I) and Chapter 5 (Firefighter II): 4.3.4, 4.3.9, 4.3.10 (A10-A11, B4 (interior stairway), B11), 4.3.11, 4.3.12, 4.3.13, 4.3.14 5.3.2 (A5-A9, B1-B6)	July 1, 2026
6.	Firefighter Interior Attack and auto extrication: Fire suppression operations that enter the interior of the building and can perform rescue and automobile extrication rescue.	All job performance requirements in Item 5 and the following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 5 (Firefighter II): 5.4.1	July 1, 2026
7.	Firefighter Interior Attack and hazardous materials response: Fire suppression operations that enter the interior of the building and Operations-level hazardous materials response.	All job performance requirements in Item 5 and all job performance requirements of NFPA 1072, "Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications", Chapter 5 (Operations).	July 1, 2026
8.	Firefighter Interior Attack, auto extrication and hazardous materials response: Fire suppression operations that enter the interior of the building and can perform rescue, automobile extrication rescue and Operations-level hazardous materials response (full service firefighter).	All job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 5 (Firefighter II).	July 1, 2026
9.	Team Lead Exterior Attack: Supervision of firefighters that provide fire suppression operations from the exterior of the building only.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
10.	Team Lead Exterior Attack and auto extrication: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide auto extrication rescue.	All job performance requirements in Item 2 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
11.	Team Lead Exterior Attack and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide Operations-level hazardous materials response.	All job performance requirements in Item 3 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
12.	Team Lead Exterior Attack, auto extrication and hazardous materials: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide automobile extrication rescue or Operations-level hazardous materials response.	All job performance requirements in Item 4, and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026

13.	Team Lead Interior Attack: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue.	All job performance requirements in Item 5 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
14.	Team Lead Interior Attack and auto extrication: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue.	All job performance requirements in Item 6 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
15.	Team Lead Interior Attack and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide Operations-level hazardous materials response.	All job performance requirements in Item 7 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
16.	Team Lead Interior Attack, auto extrication and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue or Operations-level hazardous materials response (full service fire officer).	All job performance requirements of NFPA 1021 "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I).	July 1, 2026
17.	Pump Operations: Operation of a pumper apparatus without driving the apparatus, or where the apparatus does not require a class D licence.	All job performance requirements of NFPA 1002, "Standard for Fire Apparatus Driver/Operator Professional Qualifications", 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump), without pre-requisites in Chapter 4.	July 1, 2026
18.	Pump Operations: driver: Driving and operating a pumper apparatus that requires a class D licence.	All job performance requirements in NFPA 1002 "Standard for Fire Apparatus Driver/Operator Professional Qualifications", 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump).	July 1, 2026
19.	Fire Prevention/Inspection: conducting fire and life safety inspections.	All job performance requirements of NFPA 1031, "Standard for Professional Qualifications for Fire Inspector and Plan Examiner", 2014 Edition, Chapter 4 (Fire Inspector I).	July 1, 2026
20.	Fire Investigator: conducting fire cause and origin investigations.	All job performance requirements of NFPA 1033, "Professional Qualifications for Fire Investigator", 2014 Edition, Chapter 4 (Fire Investigator).	July 1, 2026
21.	Fire and Life Safety Educator: providing fire and life safety education.	All job performance requirements of NFPA 1035, "Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist, and Youth Firesetter Program Manager Professional Qualifications", 2015 Edition, Chapter 4 (Fire and Life Safety Educator).	July 1, 2026
22.	Training Officer: providing training and education to other fire personnel.	All job performance requirements of NFPA 1041, "Standard for Fire and Emergency Services Instructor Professional Qualifications", 2019 Edition, Chapter 4 (Fire and Emergency Services Instructor I).	July 1, 2026

23.	Emergency Communicators: taking emergency calls.	All job performance requirements of NFPA 1061, “Standard for Public Safety Telecommunications Personnel Professional Qualifications”, 2018 Edition, Chapter 4 (Public Safety Telecommunicator I).	July 1, 2026
24.	Incident Safety Officers: undertaking the primary role of incident safety officer at emergency calls.	All job performance requirements of NFPA 1521, “Standard for Fire Department Safety Officer Professional Qualifications”, 2020 Edition, Chapter 5 (Incident Safety Officer).	July 1, 2026
25.	Hazardous Materials Response — Operations Mission Specific Level: responding to emergencies involving hazardous materials at the Operations Mission Specific Level.	All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, Chapter 6 (Operations Mission Specific)	July 1, 2026
26.	Hazardous Materials Response — Technician Level: responding to emergencies involving hazardous materials at the Technician Level.	All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications” Chapter 7 (Hazardous Materials Technician).	July 1, 2026
27.	Rope Rescue — Operations: rope rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Operations): 5.2	July 1, 2028
28.	Rope Rescue — Technician: rope rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Technician): 5.3	July 1, 2028
29.	Structural Collapse — Operations: structural collapse rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Operations): 6.2	July 1, 2028
30.	Structural Collapse — Technician: structural collapse rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Technician): 6.3	July 1, 2028
31.	Confined Space — Operations: confined space rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7 (Confined Space Rescue) (Operations): 7.2	July 1, 2028
32.	Confined Space — Technician: confined space rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7 (Confined Space Rescue) (Technician): 7.3	July 1, 2028

33.	Vehicle Rescue — Operations: rescue involving passenger vehicles at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 8 (Common Passenger Vehicle Rescue) (Operations): 8.2	July 1, 2028
34.	Vehicle Rescue — Technician: rescue involving passenger vehicles at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 8 (Common Passenger Vehicle Rescue) (Technician): All of 8.3	July 1, 2028
35.	Heavy Vehicle Rescue — Operations: rescue involving heavy vehicles at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 9 (Heavy Vehicle Rescue) (Operations): 9.2	July 1, 2028
36.	Heavy Vehicle Rescue — Technician: rescue involving heavy vehicles at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 9 (Heavy Vehicle Rescue) (Technician): 9.3	July 1, 2028
37.	Trench Rescue — Operations: trench rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Operations): 12.2	July 1, 2028
38.	Trench Rescue — Technician: trench rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Technician): 12.3	July 1, 2028
39.	Surface Water Rescue — Operations: surface water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Operations): 17.2	July 1, 2028
40.	Surface Water Rescue — Technician: surface water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Technician): 17.3	July 1, 2028
41.	Swift Water Rescue — Operations: swift water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 18 (Swiftwater Rescue) (Operations): 18.2	July 1, 2028

42.	Swift Water Rescue — Technician: swift water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2021 Edition, Chapter 18 (Swiftwater Rescue) (Technician): 18.3	July 1, 2028
43.	Ice Water Rescue — Operations: ice water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2021 Edition, Chapter 20 (Ice Rescue) (Operations): 20.2	July 1, 2028
44.	Ice Water Rescue — Technician: ice water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, "Standard for Technical Rescue Personnel Professional Qualifications", 2021 Edition, Chapter 20 (Ice Rescue) (Technician): 20.3	July 1, 2028

ANNUAL REPORT

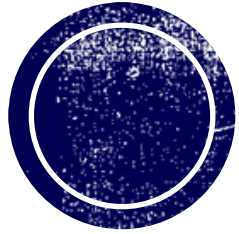
WELLINGTON NORTH FIRE | 2021



HIGHLIGHTS

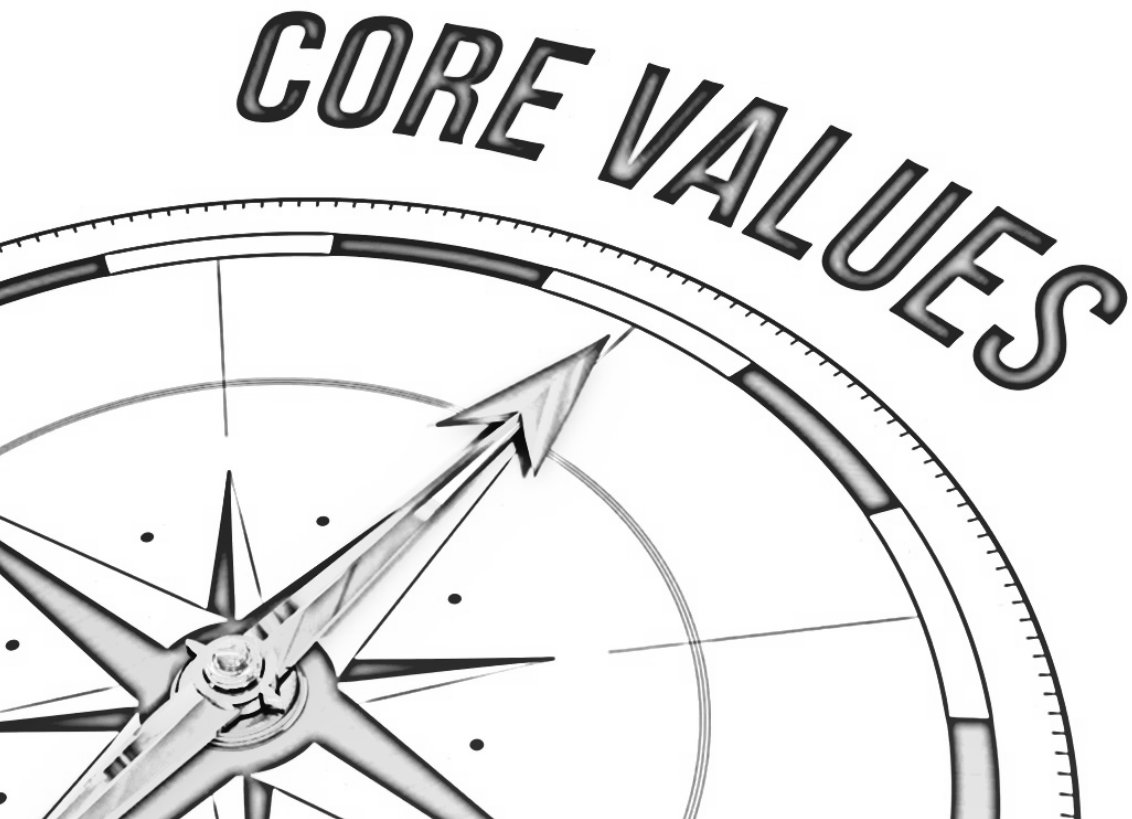
- Volunteer Demographics
- Incident Statistics & Call Volumes
- Prevention & Enforcement
- Public Education
- Training
- Completed Projects
- 2022 Goals





WELLINGTON NORTH FIRE ACTS AS AN EFFECTIVE TEAM TO PROACTIVELY PROTECT AND ENHANCE THE TOWNSHIP'S LIVABILITY BY SERVING AND EDUCATING OUR COMMUNITY, PREVENTING HARM AND RESPONDING TO EMERGENCIES.

Commitment
Community Service
Integrity
Professionalism
Teamwork
Trust



EMPLOYEE OVERVIEW



CHRIS HARROW

FIRE CHIEF

FULL TIME



MARCO GUIDOTTI

DEPUTY CHIEF

FULL TIME



CALLISE LOOS

DEPUTY CHIEF

FULL TIME



EMPLOYEE OVERVIEW

- 2 District Chiefs
- 7 Captains
- 40+ Volunteers

- 2021 Promotions & Retirements
 - Wayne Robinson retired as District Chief
 - Numerous Firefighters have been hired and are at various stages of the certification process because of delays from COVID
 - A large number of Firefighters have been hired by full time fire departments and have had to leave our ranks

Did You Know?
Our new recruits
put in over 100
hours over 7
months to
become certified



HIGHLIGHTS OF 2021

- IMPLEMENTATION OF NEW RADIO SYSTEM AND DISPATCHING PROCEDURES
 - LAST FIRE DEPT TO JOIN THE WELLINGTON COUNTY RADIO SYSTEM
 - NOW TOTALLY INTEROPERABLE WITH ALL CTY FIRE DEPTS AND ALL PUBLIC WORKS DEPTS
 - NOW FULLY DISPATCHED BY GUELPH FIRE DEPARTMENT
- IMPLEMENTATION OF NEW SOFTWARE SYSTEMS
 - COMPLETED TOTAL INVENTORY OF ALL STATIONS, REMOVING OLD REDUNDANT EQUIPMENT AND STANDARDIZED EQUIPMENT WHENEVER POSSIBLE
 - INSTALLED AND IMPLEMENTING NEW TRUCK CHECK AND INVENTORY SOFTWARE
 - WILL STREAMLINE AND SIMPLIFY THE ENTIRE PROCESS FOR FIREFIGHTERS AND MANAGEMENT
- NAVIGATED CONSTANT CHANGING COVID ENVIRONMENT
 - KUDOS TO ALL FIREFIGHTERS WHO HAVE CONTINUED TO PIVOT AND RESPOND TO CALLS CONSTANTLY INVOLVING COVID



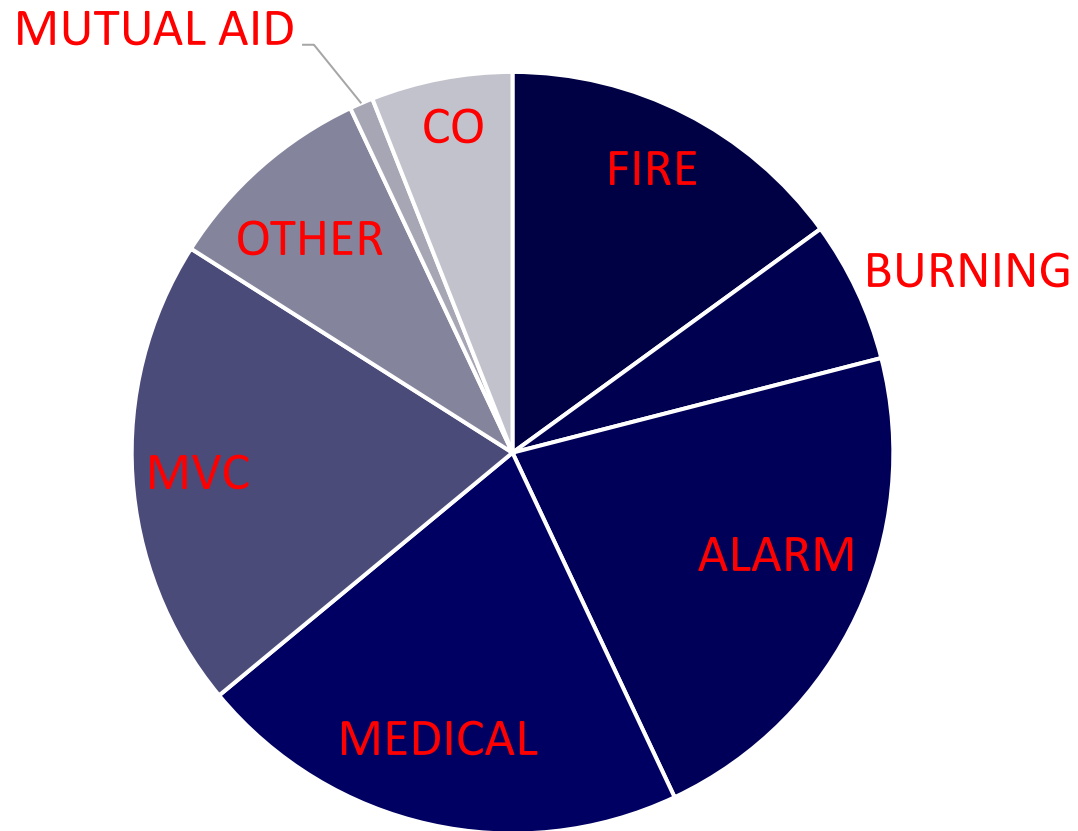
2021 INCIDENT STATISTICS

- SAW A LARGE INCREASE IN CALLS OVER 2020, INCREASE OF OVER 100 CALLS
- NO PATTERNS ON ANALYSIS OF REASON FOR INCREASE IN CALLS, RESIDENTS OUT AND ABOUT?
- ENOUGH CAN'T BE SAID ABOUT THE HOURS THE FIREFIGHTERS PUT INTO RESPONDING TO CALLS
- WITH THIS, A HUGE SHOUT OUT TO OUR EMPLOYERS AND THEIR ABILITY TO ALLOW OUR FIREFIGHTERS TO LEAVE WORK TO ATTEND THE NUMEROUS CALLS OCCURRING IN THE DAY TIME



INCIDENT STATISTICS

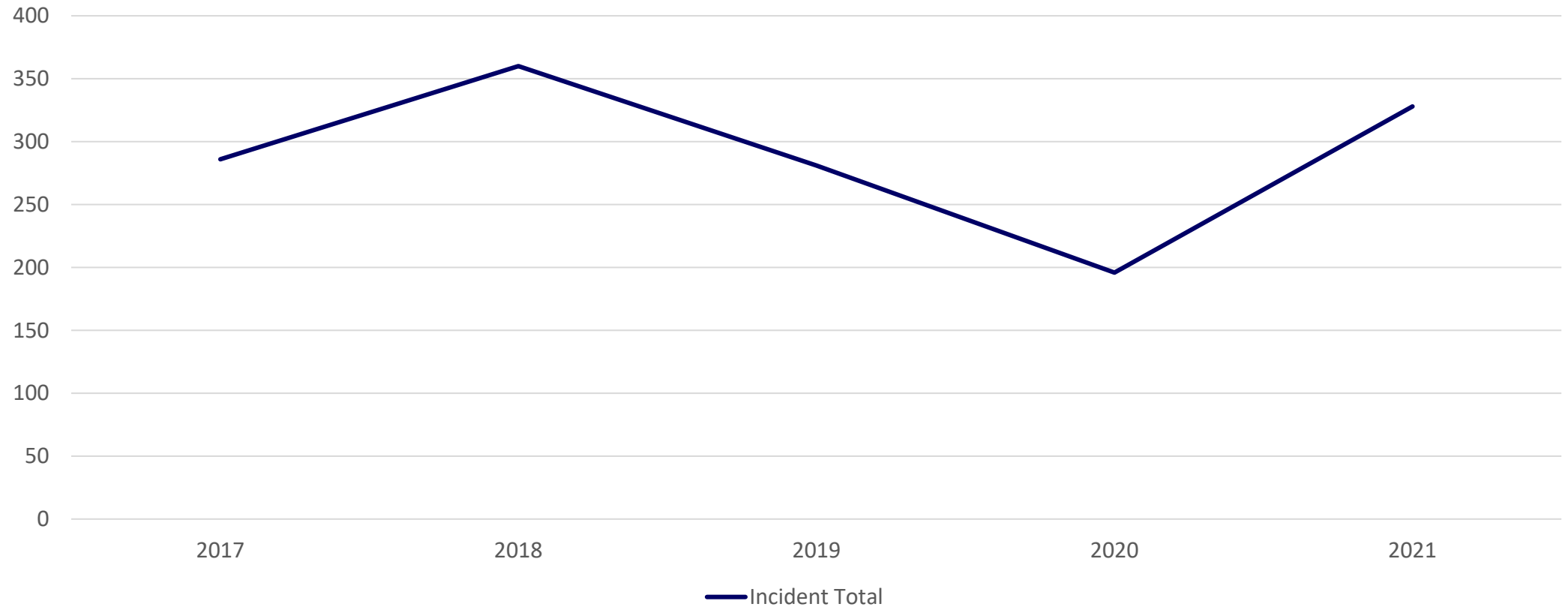
OTHER: POWER LINES DOWN, GAS LEAKS, HUMAN PERCEIVED EMERGENCIES



■ FIRE ■ BURNING ■ ALARM ■ MEDICAL ■ MVC ■ OTHER ■ MUTUAL AID ■ CO



CALL VOLUMES



FIRE PREVENTION & ENFORCEMENT

▪ Plan Reviews	11
▪ File Searches	18
▪ Inspections w/follow ups	66
▪ Complaints	7
▪ Burn Permit Inspections	15
▪ Investigations	7
▪ Fire Investigations	2



PUBLIC EDUCATION ACTIVITIES

- Most in person activities were still cancelled due to pandemic.
- Continued to use social media to engage with residents on Facebook, Twitter and Instagram. Follow us @wellnorthfire.
- Installed new sign at Arthur Fire Hall thanks to generous donation from Lynda and George White.
- Hoping to increase in person engagement for 2022.



PUBLIC EDUCATION – SPRING 2021

- Spring
 - Launched Digital Scavenger Hunt Goosechase Competition
 - Residents submitted entries to a number of challenges for points, top 5 winning families awarded local gift baskets. Challenges were related to fire safety, general safety, Easter and family activities.
 - Over 120 teams with 2626 contest entries.
 - Met with a few school classes virtually on google meet.



PUBLIC EDUCATION – SUMMER 2021



- Summer
 - Launched WNFS Summer Fun Bags, distributed over 500 bags between Mt.Forest & Arthur during the sidewalk sales events.
 - Summer Fun Bags contained all of the supplies needed to complete 6 summer safety activities, residents that submitted pictures of their completed activities to WNFS were entered into a draw for a local gift basket.
 - Completed tours with both Mt.Forest & Arthur Day Camps.



PUBLIC EDUCATION – FALL 2021

- Fall
 - Virtual Fire Prevention Week Activities
 - Trace the Smoke Alarm.
 - Create a Family Home Safety Action Plan.
 - Draw a Home Fire Escape Plan.
 - Take along Sparky.
 - Find the “Safety Errors” Hidden Pictures.



PUBLIC EDUCATION – WINTER 2021

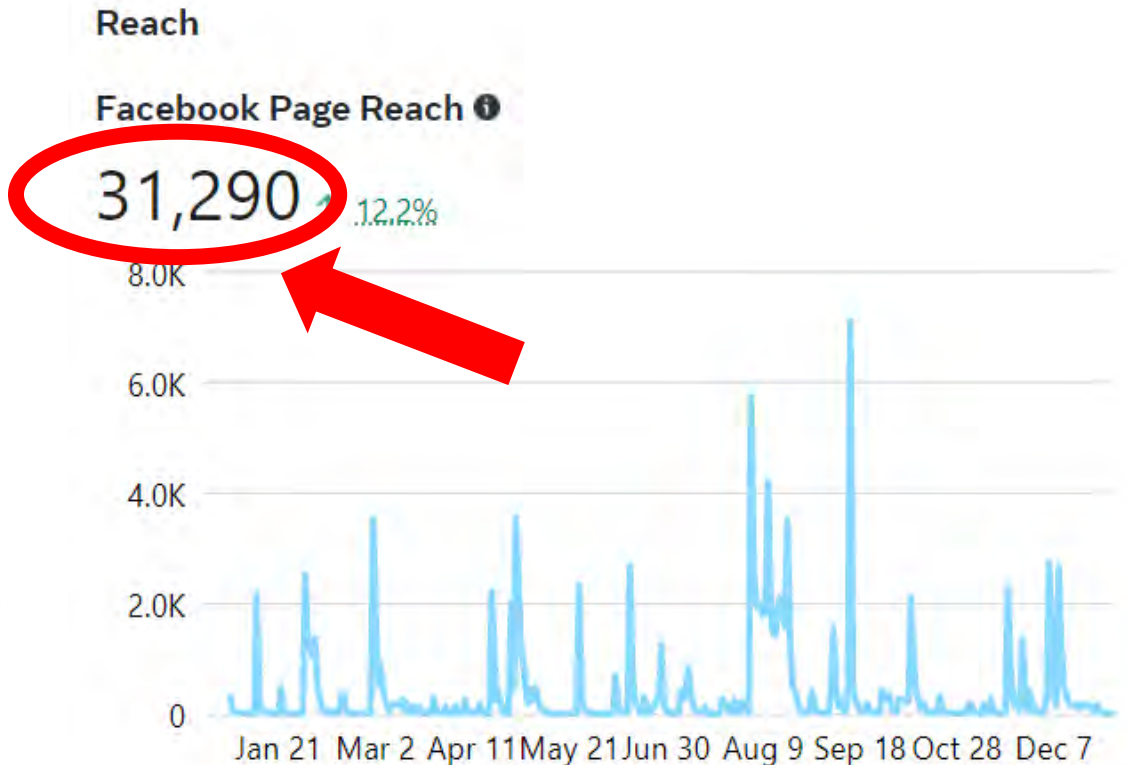
- 12 Days of Holiday Safety with Ontario Fire Marshal.
- Full page newspaper ad in Wellington Advertiser for holiday safety joint county initiative paid for by Wellington-Dufferin Fire Prevention Officers Association.
- Full year radio contract with The River.



PUBLIC EDUCATION DIGITAL ENGAGEMENT

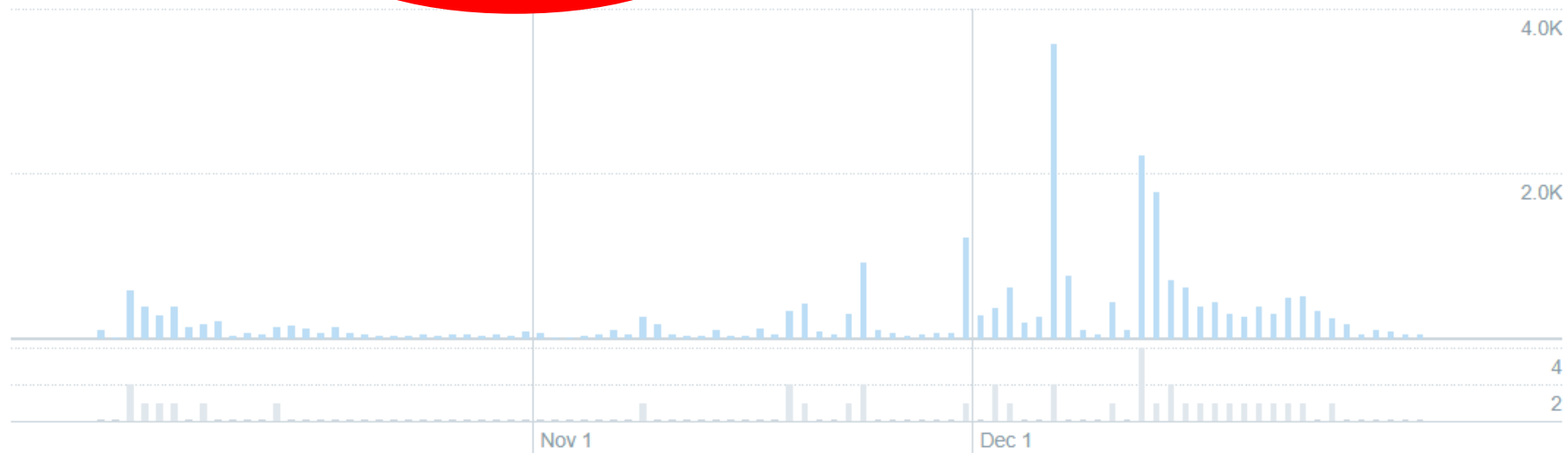
▪ Facebook Page Reach

- The number of people who saw any content from our Page or about our Page, including posts, stories, ads, social information from people who interact with our Page and more.
- Reach is different from impressions, which may include multiple views of your posts by the same people.



PUBLIC EDUCATION DIGITAL ENGAGEMENT

Your Tweets earned **25.2K impressions** over this 91 day period



■ Twitter Impressions

- Number of times our tweets were viewed last quarter 2021
- Audience insights were unavailable at the time of data export



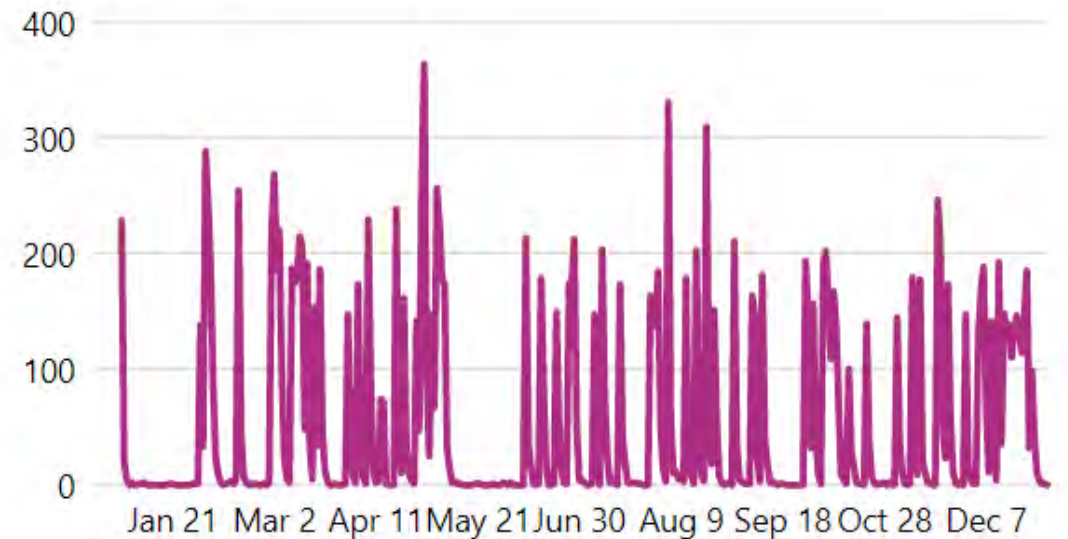
PUBLIC EDUCATION DIGITAL ENGAGEMENT

■ Instagram Reach

- Instagram was underutilized in 2021, primarily because this platform heavily relies on imagery and video content for high ratings of which WNFS has very little.
- Focus for 2022 creating images & video related to WNFS.

Instagram Reach ⓘ

875 ↓ 8.8%



TRAINING

- Station training sessions were still very different again this year, smaller groups and on line training were conducted due to COVID
- Managed to recertify everyone in CPR and First aid practices
- Upgraded much of our medical equipment – New SpO2 monitors, automatic blood pressure cuffs
- Worked with County Training Officer to develop course calendar for 2022 so we can continue to advance our training
- Completed digitalizing our training records so we have more accurate record of our training



2022 & BEYOND

- Start process of designing new Fire Station for Mount Forest
 - Existing station is quickly becoming too small for the demands being placed on the fire service
 - Working with architect to see how new station would work on existing lot
 - Possibly join with Public Works or EMS to build a joint facility to streamline services



2022 & BEYOND

- Continue to implement new software into the service
 - Truck check software is currently being trained on and put into service, very efficient way to conduct the checks and write orders for repairs
 - Reporting software is in service and working well. Keeps all of our core data including incident information and training records
 - Enhancing our responses with Units 911 and Sinirji up next to optimize all of our responses



2022 & BEYOND

- Continue to research and write our Master Fire Plan
 - Most data mining from the firefighters has been completed
 - Survey to public and Council is next followed by the formation of the committee to oversee the development of the plan
 - COVID and other occurrences have delayed development drastically
 - Will include a truck plan moving forward to meet the future needs of the department

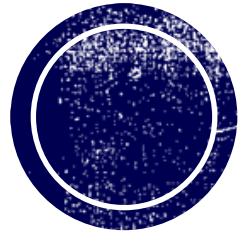


2022 & BEYOND

▪ Mandatory Certification Regulations

- New legislation introduced by the Province to go in effect July 1, 2022
- All Firefighters and Officers will have to be certified for all tasks they perform on the department
- Training records need to be thorough and retained for all firefighters and able to reproduce the records when audited
- Have been preparing for this the past couple of years, new software will aid us in record keeping and retention
- County has gone through the process to become a regional training center so we can offer many of the necessary courses “in house”





THANK-YOU

Questions, Comments & Concerns...

Chris Harrow

Director of Fire Services

E: charrow@wellington-north.com

C: 519-503-9545

Marco Guidotti

Deputy Chief

E: mguidotti@wellington-north.com

C: 519-321-1102

Callise Loos

Deputy Chief

E: cloos@wellington-north.com

C: 519-497-2502



Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022

From: Matthew Aston, Director of Operations

Subject: OPS 2022-007 being a report on a housekeeping update to an authorizing by-law with respect to the maintenance agreement between the County of Wellington and Township of Wellington North

RECOMMENDATION

THAT the Council of the Township of Wellington North receive Report OPS 2022-007 being a report on a housekeeping update to by-law 036-16 with respect to the maintenance agreement between the County of Wellington and Township of Wellington North;

AND FURTHER THAT Council authorizes the Mayor and Clerk to sign the amended by-law.

AND FURTHER THAT as minor changes are required to By-law 036-16 that the Mayor and Clerk be authorized to sign an amending by-law without need of a Council resolution.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Report PW 2016-014 being a report on the proposed maintenance agreement for County Roads within Wellington North.

BACKGROUND

In 2016, Township of Wellington North and County of Wellington entered into a written agreement related to how infrastructure would be handled when infrastructure involved both the County and Township, i.e. County roads through urban areas. The attempt was to provide clarity with respect to roles and responsibilities.

At that time, the by-law that was passed by Council did not allow for minor changes to be handled by staff. The aim of this report is that in the future minor changes could be authorized by the Clerk and Mayor at the recommendation of staff.

In current by-laws that the Township passes we include that the by-law is in a “form or substantially the same form as advised by the municipal solicitor”.

I would recommend we adjust the by-law for this agreement to reflect “that the Mayor and Clerk be authorized to sign a by-law to enter or amend an agreement with Wellington County as advised by Township staff” in order to reduce the administrative burden created by bringing

changes through Council that are minor in nature. A copy of the amending by-law is on this agenda.

The driver of this report is that Wellington County has agreed to handle the maintenance of traffic signals in Wellington North, including Highway 6 / Highway 89 and Main and Wellington Streets, which is a significant advancement over the existing situation. Currently Wellington North staff become involved in maintenance issues concerned with all five traffic signals within our area. The proposed change is a significant benefit to Wellington North. That said, I anticipate there may be other minor arrangements in the future that could leverage the Township's partnership with Wellington County and it would be preferred that these amended agreements do not always have to come through Council as preparing the report that takes staff resources.

FINANCIAL CONSIDERATIONS

NA

ATTACHMENTS

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:	Matthew Aston, Director of Operations
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Recommended By:	Michael Givens, Chief Administrative Officer <i>Michael Givens</i>
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Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2022-007 Being a report on Advance Voting Days for the October 24, 2022 Municipal and School Board Elections.

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive report CLK 2022-007 being a report on Advance Voting Days for the October 24, 2022 Municipal and School Board Elections;

AND FURTHER THAT the Mayor and Clerk be authorized to sign the Advance Voting Days by-law.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2021-005 being a report on the use of alternate voting methods in the 2022 municipal election;

By-law Number 010-21 being a By-law to authorize the use of optical scanning vote tabulators in the 2022 Municipal Election

By-law Number 011-21 being a By-law to authorize a vote by mail method in the 2022 Municipal Election

BACKGROUND

At the February 8, 2021 meeting of Council approved a vote by mail method and the use of tabulators in the 2022 municipal and school board election (the election).

At that meeting, discussion ensued about having advance polls in the election as well as having a ballot box located in the municipal office in Kenilworth in which electors can place their ballot.

Contained on this agenda is a By-law authorizing advance polls as follows:

1. Saturday October 8, 2022 between the hours of 10:00 a. m. and 3:00 p.m. at the following location:

 Mount Forest Sports Complex
 850 Princess Street
 Mount Forest, ON
 Leisure Hall

2. An Advance Vote shall be held on Saturday October 15, 2022 between the hours of 10:00 a.m. and 3:00 p.m. at the following location:

Arthur Community Centre
158 Domville Street, Arthur, ON
Auditorium (downstairs)

Two individuals will be required to work at each poll in order to ensure timeliness of the voting process and security of the ballot box.

A ballot box will be available at the municipal office in Kenilworth from October 3, 2022 to October 21, 2022 during regular business hours and on October 24, 2022 from 10:00 a.m. to 8:00 p.m. for those individuals who wish to deliver their ballot and deposit it into the ballot box.

Should COVID restrictions be in place by these dates, other considerations will need to be made.

FINANCIAL CONSIDERATIONS

There will be financial implications by holding Advance Polls, including staff, rental of facilities and equipment. These expenditures are included in the 2022 operating budget for the municipal election.

ATTACHMENTS

N/A

STRATEGIC PLAN 2019 - 2022

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

Yes

Modernization and Efficiency
 Municipal Infrastructure

Partnerships
 Alignment and Integration

Prepared By: Karren Wallace, Director of Legislative Services/Clerk

Karren Wallace

Recommended By: Michael Givens, Chief Administrative Officer

Michael Givens



Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022

From: Karren Wallace, Director of Legislative Services/Clerk

Subject: CLK 2022-008 Report Council meeting Schedule for 2023

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2022-008 being a report Council meeting schedule for 2023.

AND FURTHER THAT Council approves the Council meeting schedule for 2023.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2021-018 being a report Council meeting schedule for 2022

CLK 2020-017 being a report on an amended Council meeting schedule for 2020 and setting Council meeting dates for 2021.

CLK 2019-025 being report on Council meeting schedule for 2020

CLK 2018-010 being a report on Council meeting schedule for 2019

CLK 2017-035 being a report on Council meeting schedule for 2018

BACKGROUND

Generally, the schedule of Council meetings for the upcoming year is set a little later in the year, but in order to facilitate the collating of the 2022 municipal and school board election candidate packages, staff are proposing the meeting dates be set at this time.

FINANCIAL CONSIDERATIONS

There is no financial implication in receiving this report or adopting the recommendation.

ATTACHMENTS

Schedule A-schedule of 2023 meetings

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

By setting the 2023 Council meeting in advance, it gives Council, staff, press and the public adequate time to plan their personal and corporate schedules. It also means that staff can include the schedule in the 2022 municipal and school board election candidate packages.

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

SCHEDULE "A"
2023 COUNCIL MEETING SCHEDULE
(Report CLK 2022-008)

CURRENT	TIME
Monday, January 9	2:00 PM
Monday, January 23	7:00 PM
Monday, February 6	2:00 PM
TUESDAY, February 21	7:00 PM
Monday, March 6	2:00 PM
Monday, March 20	7:00 PM
Monday, April 3	2:00 PM
Monday, April 17	7:00 PM
Monday, May 8	2:00 PM
TUESDAY, May 23	7:00 PM
Monday, June 5	2:00 PM
Monday, June 19	7:00 PM
Monday, July 10	2:00 PM
Monday, July 24	7:00 PM
Monday, August 14	2:00 PM
Monday, August 28	7:00 PM
Monday, September 11	2:00 PM
Monday, September 25	7:00 PM
TUESDAY, October 10	2:00 PM
Monday, October 23	7:00 PM
Monday, November 6	2:00 PM
Monday, November 20	7:00 PM
Monday December 11	2:00 PM

Rural Association of Ontario Conference (Jan 24-26th)
 Ontario Good Roads Association Conference (Feb 26-March 3rd TBC)
 AMCTO Conference (June 11-14th)
 Association of Municipalities of Ontario Conference (August 13-16th)



Staff Report

To: Mayor and Members of Council Meeting of February 22, 2022
From: Karren Wallace, Director of Legislative Services/Clerk
Subject: Report CLK 2022-009 Being a report on Municipal and School Board Elections Procedures

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive report CLK 2022-009 being a report on Municipal and School Board Elections procedures;

AND FURTHER THAT Council authorize the Mayor and Clerk to sign the by-law to authorize the Municipal and School Board Elections procedures Policy.

PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

CLK 2022-007 being a report on Advance Voting Days for the October 24, 2022 Municipal and School Board Elections

CLK 2021-005 being a report on the use of alternate voting methods in the 2022 municipal election;

By-law Number 010-21 being a By-law to authorize the use of optical scanning vote tabulators in the 2022 Municipal Election

By-law Number 011-21 being a By-law to authorize a vote by mail method in the 2022 Municipal Election

BACKGROUND

By-law 010-21 being a By-law to authorize the use of optical scanning vote tabulators in the 2022 Municipal Election and By-law 011-21 being a By-law to authorize a vote by mail method in the 2022 Municipal Election were passed on February 8, 2021.

Section 42(3) of the Municipal Elections Act (the Act) provides that when any vote counting equipment and/or alternative voting method is authorized by By-law that the Clerk shall establish procedures and forms regarding same by June 1 in an election year and provide a copy to each candidate when they file their nomination papers.

Accordingly the procedures are on this agenda forming the Schedule to By-laws 028-22 and 029-22

FINANCIAL CONSIDERATIONS

There are no financial implications in receiving this report or passing the By-laws.

ATTACHMENTS

None

STRATEGIC PLAN 2019 - 2022

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

 Yes Modernization and Efficiency
 Municipal Infrastructure Partnerships
 Alignment and Integration**Prepared By:** Karren Wallace, Director of Legislative Services/Clerk*Karren Wallace***Recommended By:** Michael Givens, Chief Administrative Officer*Michael Givens*

From: Lorraine Dennis
Sent: February 7, 2022 8:42 PM
To: Tammy Pringle
Subject: Bentley St. Subdivision

To whom it concerns....

I live at 966 Bentley St.
In regards to the subdivision that is planned on Bentley St.
I don't understand how anyone can justify the scope of housing planned here!
This will negatively impact the lives of all the people living in Mount Forest, and most especially in the immediate area.
The money "they" say it will generate will not improve any of our lives. There is no reason to bring that kind of construction to our area.
The long term financial benefit will go to the developers. We don't want this type of development here!! I don't understand how this can be approved when absolutely no one living here wants it. It makes our properties less desirable and therefore reducing our home investments! Why is this okay? Again.....who gets the financial benefit?!

And why should we lose so the developers can make huge money?!

This is wrong on so many levels, to discount the area residents concerns and to radically change this peaceful living space.

It's the scope of this development that is alarming. Single family dwellings would be more acceptable. We are not a city....the very reason we live here. This is the beginning of the end of our small town. If this is allowed to go through many here will be heartbroken.

This is our retirement home and if this happens I no longer want to live here.

I sincerely hope this letter is considered and read by people who actually care about the people being negatively impacted for years to come by this development.

Please, please scale down the number to single dwelling homes to fit in with the established properties in this area.

Lorraine Dennis and household.

Sent from my iPad

From: RoseAnne Desmarais
Sent: February 9, 2022 9:12 AM
To: Tammy Pringle
Subject: Bentley Street Zoning Amendment

Wellington North Council,

My name is RoseAnne Desmarais and along with my husband Bruce Chapman live at 501 Silver Street. We have some great concerns that we would like noted on the Bentley Street Zoning Amendment.

We strongly feel that the Wellington North Council has a great opportunity to showcase Wellington North and Mount Forest and not sell out like other jurisdictions, where homes are haphazardly plunked into a subdivision without regard for the integrity of the existing natural lands and community.

This project needs to be something that the Town would be proud of as it is the gateway to Mount Forest. We would like to see a walkable modern community that is aesthetically appealing and an intelligent design which includes recreational components instead of a cookie cutter closed community as the one on the north end of Fergus.

The concerns about the commercial buildings being excessively tall and the lack of buffer green space between the new development and the highway are very real and weighs heavily on the existing residents.

We moved north from Centre Wellington because of the overgrowth of new developments in Fergus and chose Mount Forest, particularly Harmony Valley, as it is known by residents who have lived here decades. We thought we found our forever property as a place we could plant our roots and retire without the excessive impact that such construction developments create. I can't express how disappointed we are.

Many take for granted the privilege of experiencing the untouched, natural environment that we are surrounded by, the wildlife, the open fields for snowshoeing and snowmobiling and the opportunity to gaze into the night skies without blinding light pollution penetrating like a beacon.

We're in for a long stretch of construction impacting our lives followed by a flood of daily traffic. 400+ homes is a lot of people and a lot of cars. The idea of increased traffic flow onto Bentley Street is just mind-boggling and will create a bottleneck situation. The residents on Bentley Street are already experiencing issues when trying to turn north in good weather when weekend traffic flows to and from cottage country. That's the reality we're afraid. Not to mention the adverse effect on the wildlife that we enjoy.

Unfortunately decisions have been made regarding the vast size of this project, however, we rely on our elected officials to keep the best interests of their constituents in the forefront of negotiations.

Sincerely,

RoseAnne Desmarais
Bruce Chapman

From: Rick Brownrigg
Sent: February 13, 2022 3:30 PM
To: Tammy Pringle
Subject: Zoning by-law Amendment 66-01

Township of Wellington North Council

Dear Council,

As live long residents of Wellington North, we understand that growth in our community is going to happen and if done correctly it can bring many benefits to our community.

However, that being said, we are writing to express several concerns we have with the proposed subdivision on Bentley Street and Highway 6 in Mount Forest.

First and foremost, the increased traffic that will inevitably happen with the number of occupants that will be moving into our area. The proposal shows two entrances onto Bentley Street and two entrances onto Highway 6. At certain times of the day and especially on a long weekend, it is extremely difficult to enter onto Highway 6 from Bentley Street due to the current traffic flow, so with a subdivision of this magnitude, this is a great safety concern. Has consideration been given to the installation of traffic lights at the entrances onto Highway 6? We're assuming that the Ministry of Transportation has been involved with the approval of the entrance from the subdivision at the south entrance of Mount Forest, especially with the hill at that area, which would be blind spot for people entering onto the highway. Another concern is the substantial increased traffic on Bentley Street. Currently with the traffic from the existing residents living in our area, the road needs constant maintenance, so what plans are in place to address this issue?

We're afraid the "Simply Explore" sign may come into fruition for us, as we may have to explore our way out of Bentley Street.

We are so fortunate to live in such a beautiful natural environment, which would be a shame to disrupt and destroy, so we are asking for assurance that the buffer green space at the west end of the development remains as part of this proposal.

It is our hope that our comments and concerns are taken into consideration as Council reviews this zoning by-law amendment.

Sincerely,

Rick and Judy Brownrigg
970 Bentley Street
Mount Forest Ontario

February 14, 2022

Wellington North Council
PO Box 125
Kenilworth, Ontario
N0G 2E0

RE: Bentley Street Subdivision

Dear Councilors:

As residents who live on Silver Street in Mount Forest, we are writing to you with some concerns we have with the Bentley Street Subdivision.

While we are concerned that this is too large of a number of homes being built here, we are aware that a lot of the decisions concerning population density is part of Provincial mandates and County Council requirements more than Wellington North Council.

However, we do feel that as a council you should reconsider allowing the potential height of the commercial buildings being built along Highway 6 for this development as you come into town. At 18.5 meters high these buildings will be way out of proportion with what else is being built in this area and not making a welcoming first impression as you come into our town. We feel council could and should lower that to a height that is more in keeping with current buildings, new and old, that are in and around our town. While growth is inevitable, we feel that you shouldn't be allowing something that tall which is out of character with the rest of our town. This is also setting a precedent for future developments to just build for maximum occupancy and not consider the look and first impression that is being put forward of our town.

We are also wonder if council has taken into account the poor road conditions this will create on Bentley Street over the course of this project. As your roads department knows Bentley Street is often in terrible driving condition without the added expected traffic from the construction. We hope as a council you have already anticipated this and addressed this concern with the developer and have a plan in place to prevent it from being an ongoing problem.

As elected officials of Wellington North we ask that you consider these concerns as well as the numerous other ones brought to your attention by other neighbours effected by this large-scale development.

Sincerely,

Brad & Cathy Schwindt
505 Silver Street, Mount Forest

February 14th 2022

Wellington North Councilors,

As residents on Bentley st in Mount Forest we have several concerns regarding the development of the Bentley st subdivision.

When we relocated to Mount Forest, we did so after an extensive home search, with no particular need to settle in a specific community. We were fortunate to find our (as we thought at the time) forever home, a home to raise our family in, on Bentley Street, the location of our home was indeed what we were searching for.

Bentley street, Mount Forest offered us a private setting with serenity and wildlife, great neighbors and a perfect location just outside of town with quick, safe access for our growing family to reach town through a walking trail as opposed to having to walk along highway 6.

The small-town atmosphere was desirable to raise our family, a place where you know your fellow community members and you can rest easy knowing that they know you and your family too. We can rely on each other to keep our community safe for our families.

A great place for us to raise our family included small town schools, where teachers know your children and their siblings as they've taught each one as they grow. A community where I can teach my children that community counts and that acts of kindness will be appreciated, a community where I know my children will have opportunities for first jobs and close friends. A community we serve and protect as local Paramedics. Perhaps we had big dreams...

The reality is small towns grow, and we need to grow with them. However, this development is far beyond that. This development negates every reason Mount Forest was ever a good choice. This development will inevitably change this town, not just Bentley Street, but this whole town.

With over 400 homes we will certainly be looking at an addition of 800 – 2000 plus residents. This is the entire size of some of our surrounding communities. New commercial buildings and an abundance of traffic. All at the corner of our little, quiet, serene, dirt road. Foot traffic will increase exponentially, privacy will be a thing of the past and our wildlife that have resided amongst us will be all but gone. Our road is barely drivable with current road conditions in spring and fall, how will this be managed? Why should we be forced to endure the damage to our vehicles as a result? How will our water, as we rely on wells to supply us, be affected? Our road is becoming increasingly difficult to exit due to increased traffic, how can this increased traffic be a possibility? Will there be traffic lights installed? Our road safety for our children will also be of concern, not only will there be large equipment and trucks, but there will also be an increase in traffic when homes come for sale as future residents will want to explore the dead end. Bridge safety has already become cause for concern.

An influx of children is certain, and our children will most certainly be in a position of difficulty when it comes to finding work, where will these children attend school? Our children are already being pushed into portables. The small-town school feeling will no longer exist. What does our community have to offer this quantity of youth? Where will they find entertainment? What resources will be available to them? Idle time can often lead to bad decisions. The opportunity for us as parents to know whom our children are involved with will of course be all that much more difficult. Increased youth will give our

children and opportunity for more friendships, which is wonderful, but will also open the increased opportunity for bullying, harassment and other concerns our youth face today. The small town we promised our kids will be gone.

One could argue that businesses will benefit from the increased population, and I hope that they most certainly do. However, we have doubts and concerns. Can our community support that influx of population? If you've been grocery shopping in this town you will most definitely understand our concerns, especially on weekends and holidays. Parking lots are full and line ups long! How will this increase of community members affect these already existing difficulties? We're not coffee drinkers, but we don't need to be to notice the line ups that leave our community members on the street for lengthy wait times, gas station line ups on weekends barely give us a glimpse at what everyday reality may become.

All this is of course best-case scenario for our local "chain" businesses. How about our smaller businesses? Will they be supported? It's likely safe to assume many of our new community members will be relocating from the city where they likely work, the only possibility for many as Mount Forest doesn't have the infrastructure to sustain employment for this many added people. These people will also likely have stores they frequent in the city's they work in and will subsequently continue to shop in those stores before heading home. This will not help our community to grow or prosper.

Another concern is crime increase, we as a town have had an absolute increase in crime, it's sad, to say the least, that people are becoming victims of vandalism, auto theft, auto break ins, assaults and even as far as home invasions. There have been real concerns in this community as to how crime is increasing, and safety is becoming increasingly concerning. How will our already stretched thin resources maintain order and safety?

Where will these new community members find health care? Our community page is consistently filled with questions as to where health care and family Doctors can be found. Wait times are out of control and people are leaning on our hospital and Emergency Services to fill this void, it's just not sustainable.

Regarding the development itself, will there be any effort to maintain a small-town feel? Will these homes just be placed like a monopoly board or cookie cutter design? Has green space been given the importance it deserves? I know the wildlife we see each day at the future location of this development would certainly benefit from more green space. It appears the gates to Mount Forest are changing quick and it's not going to be a good look for our community.

Although this letter is lengthy, I assure you it only briefly covers many concerns we have, and I fear our small community will face. We are saddened to say the least that every reason we chose Mount Forest to raise our family will be all but lost. No more small community feel, no small-town schools, no opportunities for our children to grow in a small community that cares, no privacy, no serenity and no safe way to access town, even our amazing neighbors are questioning if they will stay. It's a downgrade for Wellington North, a downgrade for Mount Forest and definitely a down grade for Bentley Street.

Thank you for taking the time to consider our concerns,

Bob and Jaime Radojcin



COUNTY ROADS

Connecting Communities

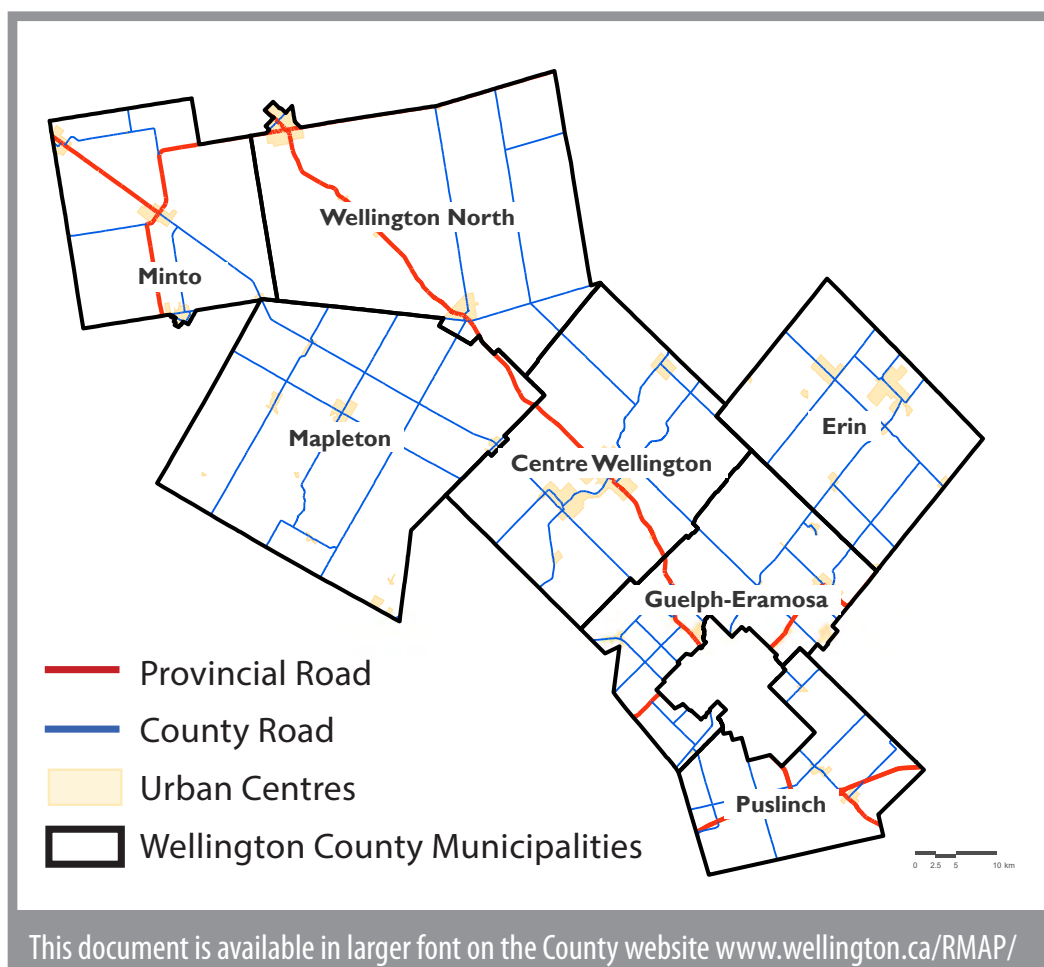
Notice of Completion

Wellington County Road Master Action Plan

Wellington County has developed a Road Master Action Plan (RMAP) that identifies short and long term improvements to County Roads as we continue to grow, and will shape the way we move around the County in years to come. The RMAP is designed to meet the following key objectives:

1. Identify long term County road network needs to support area growth.
2. Provide input into other County plans and studies that will help make decisions on how to pay for improvements to the County road network.
3. Identify and address concerns with the County roads through rural and urban areas, including safety and speed.
4. Identify opportunities to better connect the County to neighbouring municipalities and the broader region through an integrated transportation planning approach.

The RMAP includes short and long term recommendations, including widening or improvements to County Roads, active transportation improvements to support cycling and pedestrian safety, expansion of transit services, and undertake further area specific transportation studies. It also includes the development of policy documents and guidelines that provide a transparent decision making process when addressing issues around roadway safety, speeding and congestion.



Please send information requests, accessibility requests, or comments to the County's Project Manager:

Don Kudo, P. Eng., County Engineer

County of Wellington • 519.837.2601 x 2280 • rmap@wellington.ca

THE PROCESS

The County has completed the RMAP according to the requirements for a Master Plan project under the Municipal Class Environmental Assessment (Class EA). The study completes Phases 1 and 2 of the Class EA process using community feedback in the decision-making to find a community-made approach. This notice places the Master Plan on the public record.

Visit our website at: www.wellington.ca/RMAP

Alternate formats available upon request

SM Official Mark of The Corporation of the County of Wellington

STUDY COMPLETION

The Road Master Action Plan report and study documentation is currently available for viewing and downloading on the County's website at: www.wellington.ca/rmap

Please provide all written comments to the County of Wellington by **Friday, March 25, 2022**. Information will be collected in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record. This notice first issued February 10, 2022.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél.: 416 585-7000

Ontario

234-2022-575

February 7, 2022

Dear Head of Council:

Recently, Premier Ford and I held an Ontario-Municipal Housing Affordability Summit and the Rural Housing Affordability Roundtable.

These conversations provided an opportunity to celebrate and share good work across jurisdictions and identify further opportunities for collaboration as the province and municipalities continue to address housing affordability. Additional funding that our government announced will help municipalities build more homes faster, including through the new Streamline Development Approval Fund, Audit and Accountability Fund, Municipal Modernization Program, the Rural Economic Development Program and the Ontario Community Infrastructure Fund.

In our efforts to unlock housing supply, we know that one size does not fit all and that municipalities in different parts of Ontario face unique challenges. As we continue this dialogue, our government will ensure municipalities have the tools and resources they need to unlock housing in every community across Ontario.

I welcome further advice from you or your staff about what has worked well in your municipality and other opportunities to increase the supply and affordability of market housing. Feedback can be sent to housingsupply@ontario.ca by Friday, February 15, 2022.

These are important conversations as we look forward to further collaborating with municipalities in our work towards increasing Ontario's housing supply.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark
Minister

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

BY-LAW NUMBER 025-22

BEING A BY-LAW TO AMEND BY-LAW 036-16 BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN THE CORPORATION OF THE COUNTY OF WELLINGTON AND THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH ENACTS AS FOLLOWS:

1. **THAT** Schedule A of By-law 036-16 be replaced with Schedule A attached hereto.
2. **AND THAT** this by-law shall come into force immediately on passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22ND DAY OF FEBRUARY, 2022.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

MAINTENANCE AGREEMENT

This agreement made this 3 day of February, 2022.

Between

The Corporation of the County of Wellington
herein called the "County"
of the First Part

and

The Corporation of the Township of Wellington North
hereinafter called the "Municipality"
of the Second Part

PREAMBLE

Historically the County has carried out road maintenance operations within urban areas of Wellington but not consistently across Wellington. Ad hoc Agreements between County Foremen and local Road Superintendents were common and included sharing road maintenance operations, exchange of services or one party paying for the road maintenance operations done by the other. Although the system worked well, it was not consistent across Wellington.

Further, when twenty-one former municipalities were amalgamated into seven new municipalities, new Road Supervisors became responsible for areas formerly maintained by others.

In addition, in some Municipalities, the downloading of some provincial highways, connecting links which shared responsibility between the Ministry of Transportation of Ontario and the local municipality have now been transferred back to the local municipality who in turn has transferred those roads to the County.

In other municipalities, the provincial highways were not downloaded and therefore "Connecting Links" still exist in those municipalities though these are no longer funded by the Province.

As a result of the above, road maintenance operations in urban areas in Wellington are generally done through guidelines used in the former "Connecting Link Agreement" and in other areas in Wellington maintained by "gentlemen's" agreements between County Foremen and the local Road Manager.

The purpose of this Maintenance Agreement is to clarify what the County **IS** responsible for and by default what the County is **NOT** responsible for on County roadways within rural, semi urban and urban centres throughout Wellington.

This is not a policy statement of how, when or the level of service to be provided but by whom. This is maintenance agreement only. Capital works will be dealt with through other agreements.

WHEREAS the County wishes to enter into a Maintenance Agreement with the Municipality to clarify the role of the County and the Municipality in road maintenance operations;

AND WHEREAS the purpose of the Maintenance Agreement is to clarify what the County is responsible for on County roads within rural, semi urban and urban centres throughout the County of Wellington ("Wellington").

DEFINITIONS

"bridge" means a public bridge forming part of a highway or on, over or across which a highway passes;

"century trees" in the context of this policy shall mean trees approximately 50 to 100 years old that were generally planted on the property line within urban areas with a 24" or greater diameter,

"city", "town", "village", "township" and "county" respectively means a city, town, village, township, or county; the inhabitant of which as a body corporate within the meaning and purpose of the Municipal Act;

"highway" means a common and public highway and includes any bridge, trestle, viaduct or other structure forming part of the highway and, except as otherwise provided, includes a portion of a highway;

"local municipality" means a city, town, village and township;

"maintenance" or "maintained" means the act of keeping something in a state of good repair;

"municipal water system" means underground system of pipes for residential, commercial and industrial potable water and includes but is not limited to fire hydrants, water services, and valve boxes;

"road" refers specifically to the travelled road surface on a roadway assumed by a road authority;

"roadside" refers to all the elements or conditions which make up the roadway within the jurisdiction of the roadway authority except for the road surface itself;

"roadway" in the contents of this policy means any publicly assumed road right of way, for vehicular traffic and includes the road plus roadside. For "rural" this definition will imply property line to property line. For "semi-urban" and "urban" areas this definition will imply back of curb to back of curb or where there is no curb to front edge of sidewalk or where there is no sidewalks to property line;

"rural" light density agricultural and residentially undeveloped with generally open ditches and generally speed limits of 80 km/hr;

"sanitary sewer system" underground collection system for residential, commercial and industrial liquid waste and includes sanitary sewer manholes;

"semi-urban" medium density residential industrial commercial with open or closed drainage and generally speed limits of 50-60 km/hr or less;

"sidewalks" for the purpose of this agreement shall mean a walkway of concrete, asphalt, brick or dirt that runs parallel and between the curb and if no curb the shoulder of the road and the adjacent property line and is used for pedestrian traffic;

"shoulder" is that maintained surface immediately adjacent to the traveled surface of the road. The shoulder may be partially or fully hardtop, loose top, grassed or earth. It is not considered a part of the road for this policy;

"storm sewer system" an open ditch including culverts, or buried pipe including catch-basins, manholes, curb and gutter, designed for the purposes of collecting and disposing of storm water;

"urban" all densities, all types, generally closed drains and 50 km/hr or less;

"utilities" means gas, hydro, street illumination, telephone, television cable, and includes valve boxes, overhead or underground cables, or pipes to conduct same;

RURAL AREAS

The County will be responsible for all road maintenance operations in accordance with County standards on all County roadways within rural areas subject to agreement with other road authorities who have been contracted to undertake this work on behalf of the County.

At intersections of County road and municipal roads where a stop bar is required, as per Books 5 and 11 of the Ontario Traffic Manual, the County will paint the stop blocks.

In winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County.

SCHEDULE 1 details the cost sharing for roads maintenance operations in Rural Areas and the scope of work by the County and the Municipality.

SEMI URBAN AREAS

The County will be responsible for all road maintenance operations in accordance with the County standard on all County roadways within a semi-urban area including the storm sewer system, whether open or closed, catch basins and curb and gutter, where applicable.

The County assumes no financial or legal liability for maintenance of any sidewalk, municipal water system, utility or sanitary sewer system which is placed within the County roadway.

At intersections of County road and municipal roads where a stop bar is required, as per Books 5 and 11 of the Ontario Traffic Manual, the County will paint the stop blocks.

In winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County.

SCHEDULE 2 details the cost sharing for roads maintenance operations in Semi Urban Areas and the scope of work by the County and the Municipality.

URBAN AREAS

County roads in Urban Areas have unique characteristics and demands that are not found in Rural Areas. Quite often the County road is a major street within a Town or Village that shares the same road allowance with sidewalks, storm and sanitary systems, water, utilities, street lights etc. Because of this it is necessary to establish who does what and who pays for what. The following is a list of maintenance activities and cost allocation to each party.

- 1) During winter operations, where on street parking is provided, the County will maintain the equivalent of three traveled lanes. The Municipality will be responsible for the maintenance of the remainder of the right of way. During the balance of the year the County will maintain the road allowance from back of curb to back of curb.
- 2) If snow banks reach a point where it is necessary to remove (lift or blow the snow and haul away) the County will pay 50% of that cost.

- 3) The County will pay 100% of the cost for the first spring cleanup. This will include street sweeping and the sucking out of catch basins. All subsequent sweeping will be 50 -50 to a maximum of 4 times.
- 4) County will be responsible to paint centre line, stop bars at intersections with other County Roads as well as Municipal streets if required under Books 5 and 11 of the Ontario Traffic Manual. All special markings such as parking stalls on the County Roads will be 100% cost to the local municipality.
- 5) The County will maintain, including paint, signage and where applicable signals, on all crosswalks that currently exist on County roads.
- 6) Traffic signals on County roads will be maintained at 100% cost to the County.
- 7) Cost sharing arrangements for routine maintenance of shared intersections is detailed in **Schedule 4**.
- 8) Traffic signals will be maintained by the County with cost sharing as specified in **Schedule 5**. In addition to inspections listed under O.Reg. 239/02, Traffic signal maintenance will include investigating and addressing any defects identified through inspections or reported through any means to the County.
- 9) Traffic signs, route makers, direction signs erected by the County will be 100% to the County. All other signs will be 100% cost to the Municipality.
- 10) In Urban Areas, the County will only mow the roadside grass where there is a rural cross section. The County will not cut grass boulevards or do weed control or litter pickup.
- 11) Illumination (Street Lights) - Unless installed by the County, 100% cost will be to the Municipality. Those installed by the County will be at 100% to the County.
- 12) Pavement Patching - 100% to the County unless road surface is open cut for placement of utility in which case the utility company and/or Municipality will be 100% responsible.
- 13) All existing storm sewer works within the limit of the County road allowance will be maintained 100% by the County. That portion of the system contained within the local road allowance will be 100% Municipality cost. Major upgrades to the current system will be done through Capital Works agreements.
- 14) All sanitary sewer system, municipal water systems, utilities will be at 100% by the Municipality. If the County resurfaces the road, the adjustment of all manholes, catch basins, valve boxes will be 100% by the County. At all other times, 100% to the municipality or utility company whichever applies.
- 15) All bridges and culverts, under the jurisdiction of the County, will be maintained at 100% cost to the County.
- 16) The Ontario Municipal Act 2001 S.O. 2001, Chapter 25 Sections 55 (1), (2) and (3) states that an Upper-Tier Municipality being the County is not responsible for the construction and maintenance of sidewalks on its highways and the lower-tier municipality in which the highways are located being the Municipality is responsible for the construction and maintenance of the sidewalks and also is liable for any injury and damage arising from the construction or presence of the sidewalk and the County and the Municipality confirm that there is no change to this obligation.
- 17) Any retaining walls within the County road allowance will be maintained at 100% cost to the County.
- 18) The County will be financially responsible for all maintenance for "Roundabouts" on County roads.

- 19) All financial or legal liability associated with sidewalks whether concrete, brick, asphalt or dirt will be at 100% cost to the Municipality.
- 20) All "century trees" will be maintained at 100% of the responsibility of the County if within the County road allowance. They will be maintained at 100% of the responsibility of the property owner when they are located outside the County roadway.
- 21) Trees planted within the boulevard of urban areas will be maintained at 100% of the responsibility of the Municipality. Any future planting within these boulevards will be permitted only if approved by the County.
- 22) Stop and Stop Ahead signs fronting onto County Roads are County owned and as such to be maintained 100% by the County. However, in winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County.

SCHEDULE 3 details the cost sharing for roads maintenance operations in Urban Areas and the scope of work by the County and the Municipality.

IN WITNESS WHEREOF the County has hereunto affixed its corporate seal attested by the hands of its Warden and Clerk and the Municipality has affixed its corporate seal attested to by the hands of its proper officers duly authorized in that behalf.

THE CORPORATION OF THE TOWNSHIP
OF MAPLETON

THE CORPORATION OF
THE COUNTY OF WELLINGTON

Per:

Per:

ANDY LENNOX – MAYOR

KELLY LINTON, WARDEN

KAREN WALLACE - CLERK

DONNA BRYCE, CLERK

SCHEDULE 1

(details the cost sharing for roads maintenance operations in Rural Areas and the scope of work by the County and the Municipality)

RURAL AREA				
Maintenance Activity	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
All maintenance activities (note 1)	100%		YES (note 2)	
Visual inspection and reporting of Stop and Stop Ahead Sign issues	100%			YES (note 3)
<p>Note</p> <p>1) The County assumes no financial or legal liability for maintenance of any sidewalk, municipal water system, utility or sanitary sewer system which is placed within the County roadway.</p> <p>2) Some Winter Maintenance may be carried out by neighboring County or Regional Road Authorities under Maintenance Agreements, as well as work which is carried out by Local Municipalities at the Counties expense.</p> <p>3) In winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County.</p>				

SCHEDULE 2

(details the cost sharing for roads maintenance operations in Semi Urban Areas and the scope of work by the County and the Municipality)

SEMI-URBAN AREA				
Maintenance Activity	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
All maintenance activities (see note 1) & (see note 2)	100%		YES (note 3)	
Visual inspection and reporting of Stop and Stop Ahead Sign issues	100%			YES (note 4)
<p>Note</p> <p>1) The County assumes no financial or legal liability for maintenance of any sidewalk, municipal water system, utility or sanitary sewer system which is placed within the County roadway.</p> <p>2) As some areas contain a combination open and closed storm sewer system the County will maintain the entire system including where applicable curb and gutter, catch basins and man holes.</p> <p>3) Some Winter Maintenance may be carried out by neighboring County or Regional Road Authorities under Maintenance Agreements, as well as work which is carried out by Local Municipalities at the Counties expense.</p> <p>4) In winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County.</p>				

SCHEDULE 3

(details the cost sharing for roads maintenance operations in Urban Areas and scope of work by the County and the Municipality)

RURAL AREA				
Maintenance Activity	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
Spring clean up	100%			YES (note 1)
Centreline, stop bars, crosswalks	100%		YES	
Special marking Stop bars on municipal streets, parking stalls		100%		YES (note 2)
Traffic signals	100%		YES (note 3)	
Traffic signs, route markers, other signs erected by the County	100%		YES	
Business signs, street signs, local signs		100%		YES
Grass moving, weed control, litter pickup		100%		YES
Illumination		100%		YES
Pavement Patching	100%		YES (note 4)	
Storm sewer system	100%		YES	
Sanitary sewer system		100%		YES
Sidewalks and boulevards		100%		YES
Bridges and culverts	100%		YES	
WINTER MAINTENANCE				
Snow plowing	100%		YES (note 5)	
Snow removal	50%	50%		YES (note 6)
Visual inspection and reporting of Stop and Stop Ahead Sign issues	100%			YES (note 7)
<p>Note</p> <ol style="list-style-type: none"> 1) The County will pay 100% of the cost for one spring cleanup of sand and salt from the County roadway and 50% of subsequent sweeping to a maximum of 4 times in total. The municipality can have the work done and bill the County or the County will have the work done. 2) County will be responsible to paint centre line, stop bars at intersections with other County Roads as well as Municipal streets if required under Books 5 and 11 of the Ontario Traffic Manual. All specialmarkings such as parking stalls on the County Roads will be 100% cost to the local municipality. In the Rural Area the County will paint all the stop blocks at intersections of County and municipal roads where applicable. 3) See SCHEDULE 4 4) If the road surface has to be removed to install any utilities the parties responsible for the work will be required to return the road surface to the pre-installation condition at 100% of the cost. 5) The County will maintain the equivalent of 3 lanes (33 feet) of road surface. 6) If snow banks reach a point where it is necessary to remove (lift or blow the snow and haul away) the County will pay 50% of that cost. 7) In winter, it is very difficult for County staff to visually inspect these Stop and Stop Ahead signs. If in the course of the municipalities winter maintenance of their respective roads they have an opportunity to observe these Stop and Stop Ahead signs, Municipality staff shall, for the safety of those traveling municipal roadways, assist to notify the County, at the Counties Central garage, of any damaged, missing or obstructed signs so that the County can correct the deficiency as soon as practicable. The County continues to remain liable with respect to the said signage irrespective of any action or inaction by the Municipality in undertaking this visual inspection on behalf of the County. 				

SCHEDULE 4**MAINTENANCE AT INTERSECTIONS WITH COUNTY ROADS AND CONNECTING LINKS**
(details of special cost sharing at shared intersections)

Where a municipality has a Connecting Link and County Road that intersect, the County will pay the proportional share of all maintenance costs at that intersection based on the number of legs that are County Roads. For example, 1 leg County 3 legs municipal would equal 25% County cost.

TOWNSHIP OF WELLINGTON NORTH

MOUNT FOREST				
Intersection:	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
WR 6 (Sligo Road) and Highway 6				
ALL ROUTINE MAINTENANCE (excluding traffic signals)	50%	50%		YES

ARTHUR				
Intersection:	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
WR 12 (Charles St.) and Highway 6				
ALL ROUTINE MAINTENANCE (excluding traffic signals)	25%	75%		YES

ARTHUR				
Intersection:	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
WR 14 (Frederick St.) and Highway 6				
ALL ROUTINE MAINTENANCE (excluding traffic signals)	25%	75%		YES

SCHEDULE 5**MAINTENANCE OF TRAFFIC SIGNALS AT INTERSECTIONS OF MUNICIPAL STREETS**
(details of cost sharing for traffic signal maintenance)

TOWNSHIP OF WELLINGTON NORTH

	Cost Sharing		Performance of Work	
	County	Municipality	County	Municipality
WR 6 (Sligo Road) and Highway 6 (Mount Forest)	50%	50%	YES	
WR12 (Charles St.) and Highway 6 (Arthur)	25%	75%	YES	
WR 14 (Frederick St.) and Highway 6 (Arthur)	25%	75%	YES	
Highway 6 and Wellington Street (Mount Forest)	0%	100%	YES	
Highway 6 and Highway 89 (Mount Forest)	0%	100%	YES	

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

BY-LAW NUMBER 026-22

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF
WELLINGTON NORTH (Eastridge Landing, Arthur Coffey)**

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

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

1. THAT Schedule 'A-2' of By-law 66-01 is amended by changing the zoning on lands described as Part Lot 1, Concession 1 (West Luther) and Part Lots 169-170, Registered Plan 120 (Part 2, Plan 61R-21786) Arthur, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from Holding Residential ((H)R2) to Residential (R2);
2. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22ND DAY OF FEBRUARY, 2022.**

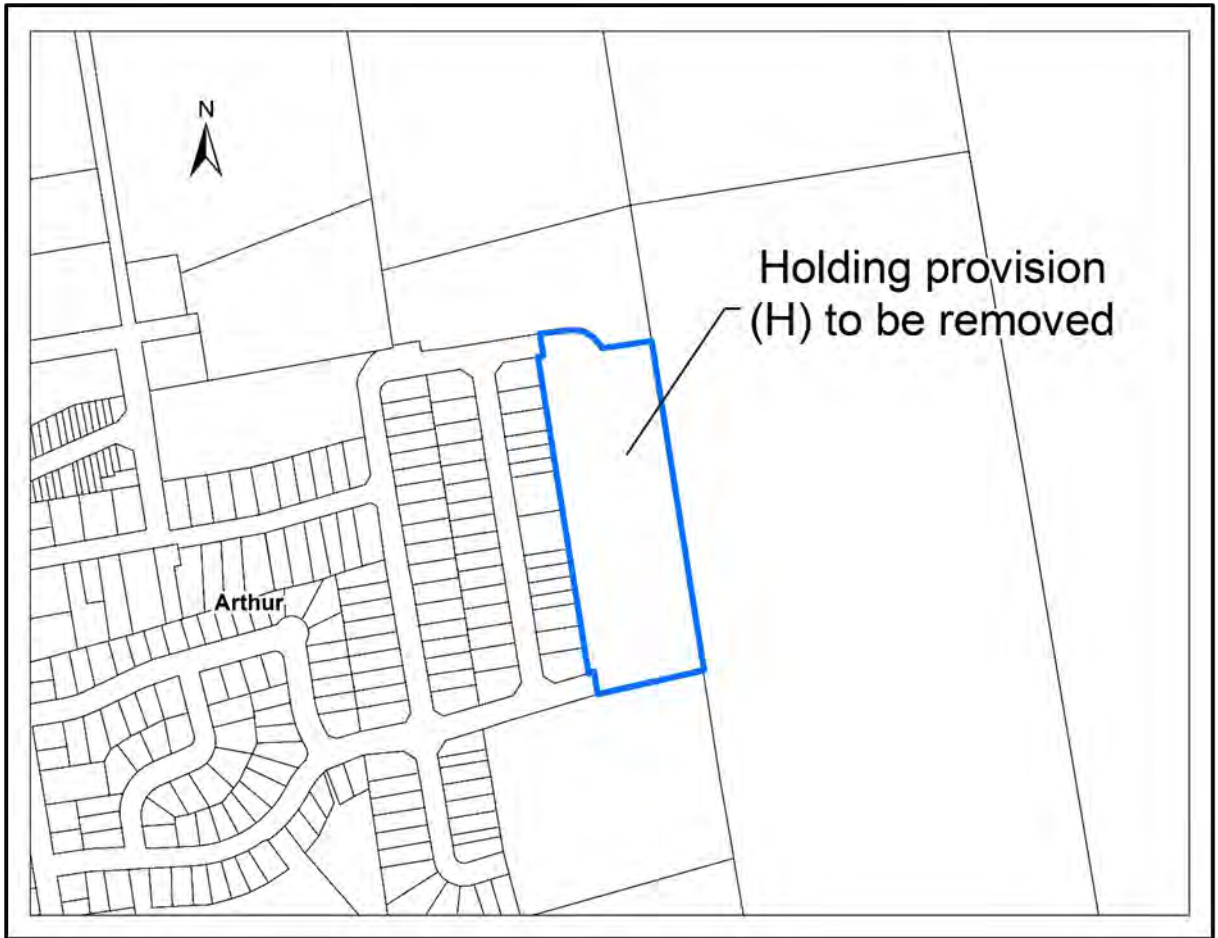
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 026-22

Schedule "A"



Passed this 22nd day of February, 2022.

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 026-22

THE LOCATION OF THE SUBJECT LANDS

The property subject to the proposed amendment is described as Part Lot 1, Concession 1 (West Luther) and Part Lots 169-170, Registered Plan 120 (Part 2, Plan 61R-21786) Arthur, Township of Wellington North. The subject lands are vacant, approximately 3.2 ha (8.0 ac) in size and the lands subject of the amendment are currently zoned Holding Medium Density Residential ((H)R2).

THE PURPOSE AND EFFECT of the proposed amendment is to rezone a portion of the subject lands from Holding Medium Density Residential ((H)R2) to Medium Density Residential (R2) to permit the construction of homes.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 027-22

A BY-LAW FOR THE IMPOSITION OF DEVELOPMENT CHARGES

WHEREAS the Township of Wellington North will experience growth through development and re-development;

AND WHEREAS development and re-development requires the provision of physical and social services by the Township of Wellington North;

AND WHEREAS Council desires to ensure that the capital cost of meeting growth-related demands for, or burden on, municipal services does not place an excessive financial burden on the Township of Wellington North or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

AND WHEREAS the *Development Charges Act, 1997* (the "Act") provides that the Council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

AND WHEREAS a development charge background study has been completed in accordance with the Act;

AND WHEREAS the Council of The Corporation of the Township of Wellington North has given notice of and held a public meeting on Thursday the 10th of February 2022 in accordance with the Act and the regulations thereto;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH ENACTS AS FOLLOWS:

1. INTERPRETATION

1.1 In this By-law the following items shall have the corresponding meanings:

"Act" means the *Development Charges Act, 1997*, as amended, or any successor thereof;

"Accessory" when used to describe a building or structure, means a use, building or structure which is incidental, subordinate, and exclusively devoted to the main use, building, or structure located on the same lot;

"Agricultural Use" means use or intended use for a bona fide farming operation;

"Apartment Unit" means any residential unit within a building containing more than four dwelling units where the units are connected by an interior corridor;

"Bedroom" means a habitable room which can be used as sleeping quarters, but does not include a bathroom, living room, dining room or kitchen;

"Board of Education" has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

"Bona Fide Farming Operation" means the proposed development will qualify as a farm business, and shall include new farming operations and farm operations associated with the Mennonite community;

"Building Code Act" means the *Building Code Act*, S.O. 1992, as amended, or any successor thereof;

"Capital Cost" means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or by others on behalf of and as authorized by the municipality or local board,

- (a) to acquire land or an interest in land, including a leasehold interest,
- (b) to improve land,
- (c) to acquire, lease, construct or improve buildings and structures,
- (d) to acquire, construct or improve facilities including,
 - (i) furniture and equipment other than computer equipment, and
 - (ii) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
 - (iii) rolling stock with an estimated useful life of seven years or more, and
- (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d) above, including the development charge background study required for the provision of services designated in this By-law within or outside the municipality, including interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;

"Commercial" means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

"Council" means the Council of the municipality;

“Development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;

“Development Charge” means a charge imposed with respect to this By-law;

“Dwelling Unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“Existing Industrial Building” means a building or buildings existing on a site as of June 17, 2013, or the first building or buildings constructed on a vacant site pursuant to site plan approval, under Section 41 of the Planning Act, subsequent June 17, 2013, that is used for or in conjunction with:

- a) the production, compounding, processing, packaging, crating, bottling, packing or assembly of raw or semi-processed goods or materials in not less than seventy five percent of the total gross floor area of the building or buildings on a site (“manufacturing”) or warehousing related to the manufacturing use carried on in the building or buildings;
- b) research or development activities in connection with manufacturing in not less than seventy five percent of the total gross floor area of the building or building on the site;
- c) retail sales by a manufacturer, if retail sales are at the site where manufacturing is carried out; such retail sales are restricted to goods manufactured at the site, and the building or part of a building where such retail sales are carried out does not constitute greater than twenty five percent of the total gross floor area of the building or buildings on the site; or
- d) office or administration purposes if they are:
 - i. carried out as an accessory use to the manufacturing or warehousing, and
 - ii. in or attached to the building or structure used for such manufacturing or warehousing.

“Existing” means the number, use and size that existed as of June 17, 2013, or the date of the first building or buildings constructed on a vacant site pursuant to site plan approval, under Section 41 of the Planning Act, subsequent June 17, 2013.

“Gross Floor Area” means:

- (a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of

exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and

- (b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
- (i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
 - (ii) loading facilities above or below grade; and
 - (iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

"Industrial" means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include warehousing or bulk storage of goods;

"Institutional" means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable, educational or benevolent objectives and not for profit or gain;

"Local Board" means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Township of Wellington North or any part or parts thereof;

"Local Services" means those services, facilities or things which are under the jurisdiction of the municipality and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

"Mini-storage Facility" means a building containing separate, individual self-storage units divided from floor to ceiling by a wall with an independent entrance from the exterior or public corridor of the building; designed to be rented or leased

on a short-term basis to the general public for private storage of personal goods, materials and equipment;

“Multiple Dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“Municipality” means the Corporation of the Township of Wellington North;

“Non-residential Use” means a building or structure, of any kind whatsoever, used, designed, or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the Township, as amended and approved;

“Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’

“Place of Worship” means that part of a building or structure that is exempt from taxation as a place of worship under the Assessment Act, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;

“Purpose-Built Rental Housing” means a residential use building or structure that consists of four (4) or more dwelling units that will remain as rental housing for a period of at least 20 years from the date of issuance of a building permit.

“Rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“Regulation” means any regulation made pursuant to the Act;

“Residential Dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more Dwelling Units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“Residential Use” means the use of a building or structure or portion thereof for one or more Dwelling Units. This also includes a Dwelling Unit on land that is used for an Agricultural Use;

“Row Dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit;

“Semi-detached Dwelling” means a building divided vertically into two dwelling units each of which has a separate entrance and access to grade;

“Service” means a service designed in Schedule “A” to this By-law, and “services” shall have a corresponding meaning;

“Single Detached Dwelling Unit” means a residential building consisting of one dwelling unit and not attached to another structure;

“Township” means the area within the geographic limits of the Township of Wellington North;

“Transport Establishment” means the use of land, buildings, structures or parts thereof, where commercially licensed transport trucks, tractor trailers and buses are rented, leased, loaded or unloaded, serviced or repaired, kept for hire, stored or parked for dispatching as common carriers or where goods are temporarily stored for further shipment;

“Warehouse” means a building or part thereof used for packaging, storage and distribution of goods, wares, merchandise, foodstuff, substances or articles and may include off-season storage but does not include a mini-storage establishment, transport establishment or the sale of commodities to the general public through a warehouse club;

“Wind Turbine” means a part of a wind energy system used for commercial purposes that converts energy into electricity, and consists of one or more wind turbines on a lot with a total name plate capacity of 100 kW or more, a tower and associated control or conversion electronics. A wind turbine and energy system may be connected to the electricity grid in circuits at a substation to provide electricity off-site for sale to an electrical utility or other intermediaries; and

“Zoning By-Law” means the Zoning By-Law of the Township of Wellington North, or any successor thereof passed pursuant to Section 34 of the Planning Act, S.O. 1990.

2. DESIGNATION OF SERVICES

2.1 The categories of services for which development charges are imposed under this By-law are as follows:

- (a) Water, if water service is available
- (b) Wastewater, if wastewater service is available;
- (c) Roads and Related;
- (d) Fire Protection Services;
- (e) By-Law Enforcement;
- (f) Parks;
- (g) Recreation; and
- (h) Administration.

2.2 The components of the services designated in section 2.1 are described in Schedule A.

3. APPLICATION OF BY-LAW RULES

3.1 Development charges shall be payable in the amounts set out in this By-law where:

- (a) the lands are located in the area described in section 3.2; and
- (b) the development of the lands requires any of the approvals set out in subsection 3.4(a).

Area to Which By-law Applies

3.2 Subject to section 3.3, this By-law applies to all lands in the Township of Wellington North whether or not the land or use thereof is exempt from taxation under s. 13 or the Assessment Act.

3.3. Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:

- (a) the municipality or a local board thereof;
- (b) a board of education;
- (c) the Corporation of the County of Wellington or a local board thereof; and
- (d) North Wellington Healthcare Corporation.

Approvals for Development

3.4 (a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:

- (i) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- (ii) the approval of a minor variance under section 45 of the *Planning Act*;
- (iii) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
- (iv) the approval of a plan of subdivision under section 51 of the *Planning Act*;
- (v) a consent under section 53 of the *Planning Act*;
- (vi) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
- (vii) the issuing of a permit under the *Building Code Act* in relation to a building or structure.

- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4(a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4(b), if two or more of the actions described in subsection 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;
 - (b) the creation of one or two additional dwelling units in an existing single detached dwelling, each of which contains a single dwelling unit, that are not attached to other buildings, as long as the total gross floor area of the additional dwelling unit or units are less than or equal to the gross floor area of the dwelling unit already in the building;
 - (c) the creation of one additional dwelling unit in an existing semi-detached dwelling or row dwelling, each of which contains a single dwelling unit, that have one or two vertical walls, but no other parts, attached to other buildings, as long as the total gross floor area of the additional dwelling unit is less than or equal to the gross floor area of the dwelling unit already in the building;
 - (d) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units;
 - (e) the creation of one additional dwelling unit in any other existing residential building not identified in b) to d) above, as long as the additional unit is less than or equal to the gross floor area of the smallest dwelling unit already in the building;
 - (f) the creation of a second dwelling unit in prescribed classes of proposed new residential buildings, including structures ancillary to dwellings, subject to the following restrictions:

Item	Name of Class of Proposed New Residential Buildings	Description of Class of Proposed New Residential Buildings	Restrictions
1.	Proposed new detached dwellings	Proposed new residential buildings that would not be attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	The proposed new detached dwelling must only contain two dwelling units. The proposed new detached dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.
2.	Proposed new semi-detached dwellings or row dwellings	Proposed new residential buildings that would have one or two vertical walls, but no other parts, attached to other buildings and that are permitted to contain a second dwelling unit, that being either of the two dwelling units, if the units have the same gross floor area, or the smaller of the dwelling units.	The proposed new semi-detached dwelling or row dwelling must only contain two dwelling units. The proposed new semi-detached dwelling or row dwelling must be located on a parcel of land on which no other detached dwelling, semi-detached dwelling or row dwelling would be located.
3.	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling	Proposed new residential buildings that would be ancillary to a proposed new detached dwelling, semi-detached dwelling or row dwelling and that are permitted to contain a single dwelling unit.	The proposed new detached dwelling, semi-detached dwelling or row dwelling, to which the proposed new residential building would be ancillary, must only contain one dwelling unit. The gross floor area of the dwelling unit in the proposed new residential building must be equal to or less than the gross floor area of the detached dwelling, semi-detached dwelling or row dwelling to which the proposed new residential building is ancillary.

3.6 Notwithstanding section 3.5(b), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.

3.7 Notwithstanding section 3.5(d), development charges shall be imposed if the additional unit has a gross floor area greater than:

- i. in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
- ii. in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

3.8 Exemption for Industrial Expansion:

3.8.1 Notwithstanding any other provision of this by-law, if a development includes the enlargement of the gross floor area of an existing industrial building.

1. made pursuant to the Act. there shall be an exemption from the payment of development charges for one or more enlargements of an existing industrial building on its site, whether attached or separate from the existing industrial building, up to a maximum of fifty per cent of the gross floor area before the first enlargement for which an exemption from the payment of development charges was

granted pursuant to the Development Charges Act or this subsection. Development charges shall be imposed in accordance with Schedule "B" with respect to the amount of floor area of an enlargement that results in the gross floor area of the industrial building being increased by greater than fifty per cent of the gross floor area of the existing industrial building; or

2. if the gross floor area is enlarged by more than 50 percent, development charges are payable on the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement.

3.9 Other Exemptions:

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

- a) Bona fide farm uses used for farming purposes and includes ancillary agricultural uses such as non-residential accessory buildings or structures, storage buildings or structures and driving sheds, but does not include buildings or structures used for residential purposes;
- b) A place of worship;
- c) A hospital under the *Public Hospitals Act*, and
- d) Buildings and structures ancillary to a residential use.

Amount of Charges

3.10 Residential

The development charges set out in Schedule B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.

3.11 Non-Residential

The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

3.12 Built Boundary

Development charges described in Schedule B to this by-law shall be reduced by 10% on all development occurring on lands within the Built Boundary as highlighted in Schedule C-1 and Schedule C-2.

3.13 Central Intensification Corridor

Development charges described in Schedule B to this by-law shall be reduced by 25% on all development occurring on lands within the Central Intensification Corridor as highlighted in Schedule D-1 and Schedule D-2.

3.14 Purpose-Built Rental Housing

Development that meets the definition of Purpose-Built Rental Housing may be eligible for an additional 25% reduction in development charges as described in Schedule B to this by-law.

3.15 Reduction of Development Charges for Redevelopment

Despite any other provisions of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 5 years prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.10 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.11, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

Time of Payment of Development Charges

- 3.16 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit for the development.
- 3.17 Notwithstanding subsections 3.16, development charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest as provided in the Township's Council approved development charge interest policy, as may be revised from time to time.
- 3.18 Notwithstanding subsections 3.16, development charges for non-profit housing developments are due and payable in 21 installments commencing with the first installment payable on the date of occupancy, and each subsequent installment, including interest as provided in the Township's Council approved development charge interest policy, as may be revised from time to time.
- 3.19 Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after January 1, 2020, and the approval of the application occurred within two years of building permit issuance, the development charges under subsections 3.10 and 3.11 shall be calculated on the rates set out in Schedule "B" on the date of the planning application, including interest. Where both planning applications apply development charges under subsections 3.10 and 3.11 shall be calculated on the rates, including interest as provided in the Township's Council approved development charge interest policy, as may be revised from time to time, payable on the anniversary date each year thereafter, set out in Schedule "B" on the date of the later planning application, including interest.
- 3.20 Notwithstanding section 3.19, any site plan or zoning by-law amendment application received between January 1, 2017 and December 31, 2019, shall be treated as if it was applied for on January 1, 2020, subject to building permit issuance being no later than January 1, 2023.
- 3.21 Despite sections 3.16 to 3.20, and in accordance with section 27 of the Act, the Township from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable.

4. PAYMENT BY SERVICES

- 4.1 The Chief Building Official or his or her designate shall withhold the issuance of a building permit in relation to a building on land to which the development charge applies unless the development charge has been paid.
- 4.2 Notwithstanding section 4.1, in the case of installment payments for development charges related to rental housing, non-profit housing or institutional development, the Chief Building Official or his or her designate shall withhold the issuance of an occupancy permit in relation to a building on land to which the development charge applies unless the first installment of the development charge has been paid.

- 4.3 Notwithstanding section 4.1 or 4.2, the Township may enter into an agreement under section 27 of the Act, in a form and having content satisfactory to the Township's Treasurer, with any person who is required to pay a development charge providing for all or any part of the development charge to be paid before or after it would otherwise be payable.

5. **INDEXING**

- 5.1 Development charges imposed pursuant to this By-law may be adjusted annually, without amendment to this By-law, commencing on January 1, 2023 and annually thereafter, in accordance with the Statistics Canada Quarterly, *Construction Price Statistics*, catalogue number 62-007

6. **SCHEDULES**

- 6.1 The following schedules shall form part of this By-law:

Schedule A -	Components of Services Designated in section 2.1
Schedule B -	Residential and Non-Residential Development Charges Effective April 1, 2022 – March 31, 2027
Schedule C-1 -	Map of Built Boundary – Arthur
Schedule C-2 -	Map of Built Boundary – Mount Forest
Schedule D-1 -	Map of Central Intensification Corridor – Arthur
Schedule D-2 -	Map of Central Intensification Corridor – Mount Forest

7. **CONFLICTS**

- 7.1 Where the Township and an owner or former owner have entered into an agreement with respect to land within the area to which this By-law applies, and a conflict exists between the provisions of this By-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this By-law if the development

has the effect of increasing the need for services, unless such agreement provides otherwise.

8. SEVERABILITY

8.1 If, for any reason, any provision of this By-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this By-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

9. DATE BY-LAW IN FORCE

9.1 This By-law shall come into effect at 12:01 AM on April 1, 2022.

10. DATE BY-LAW EXPIRES

10.1 This By-law will expire at midnight on March 31, 2027 unless it is repealed by Council at an earlier date.

11. EXISTING BY-LAW REPEALED

11.1 By-law Number 059-18 and any amending by-laws are hereby repealed as of the date and time of this By-law coming into effect.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22ND DAY OF FEBRUARY, 2022.**

**ANDY LENNOX
MAYOR**

**KAREN WALLACE
CLERK**

SCHEDULE “A” TO BY-LAW NUMBER 027-22

COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1

- Water
 - Treatment, Storage and Distribution

- Wastewater
 - Treatment and Collection

- Roads and Related
 - Roads, Bridges, Culverts, Sidewalks and Streetlights
 - Vehicles and Equipment
 - Facilities
 - Stormwater Study (Drainage)

- Fire Protection
 - Fire Facilities
 - Fire Vehicles
 - Fire Equipment

- By-Law Enforcement
 - Vehicles and Equipment

- Recreation
 - Recreation Facilities

- Parks
 - Parkland Development, Amenities
 - Trails
 - Vehicles and Equipment

- Administration
 - Growth Related Studies

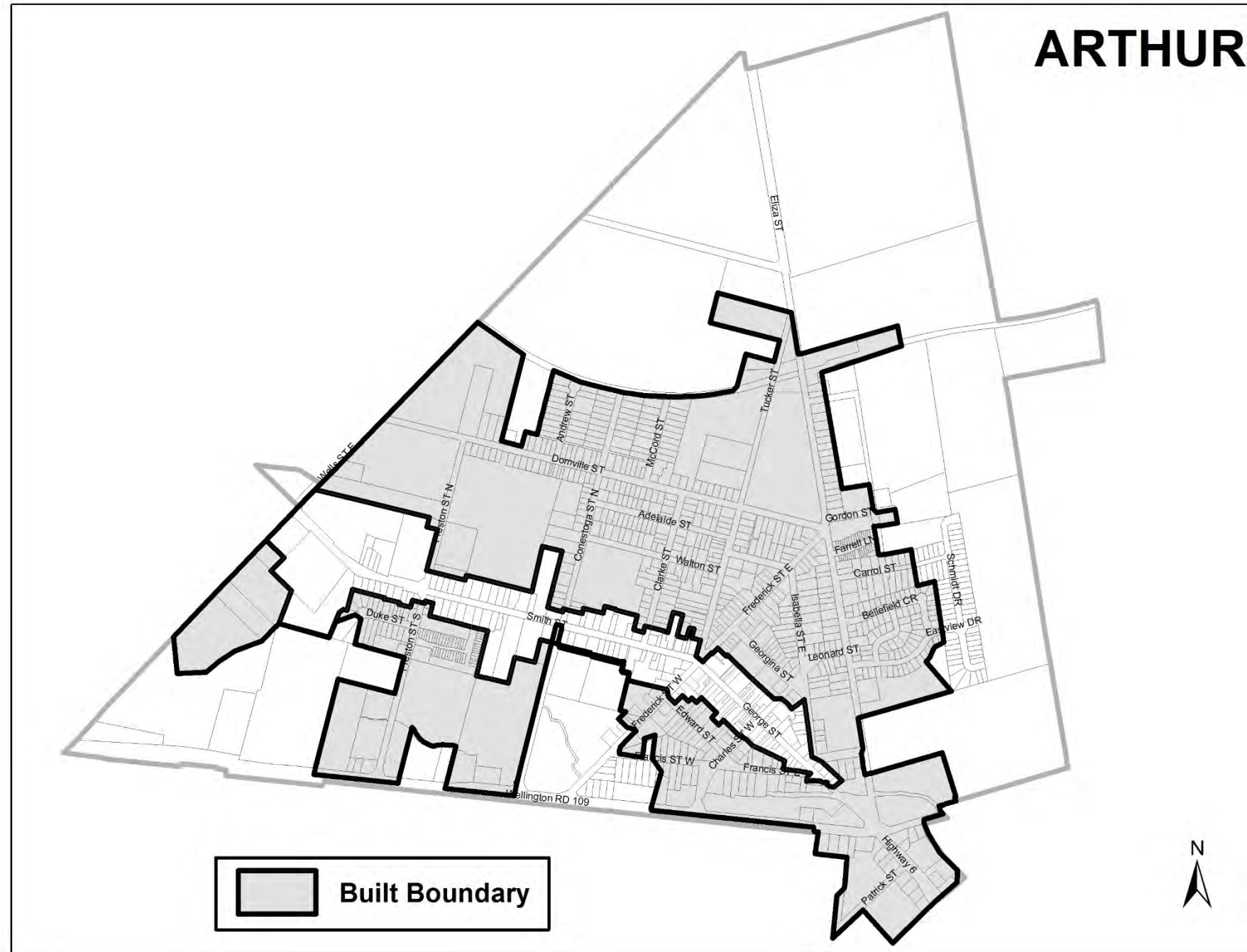
Schedule B

Service	RESIDENTIAL			
	Single/Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments-Bachelor and 1 bedroom	Other Multiples
Municipal Wide Services				
Administration - Studies	\$ 87.77	\$ 56.96	\$ 41.55	\$ 69.34
Parks Services	\$ 630.11	\$ 408.88	\$ 298.26	\$ 497.76
Recreation Services	\$ 1,557.31	\$ 1,010.54	\$ 737.16	\$ 1,230.23
By-Law Enforcement	\$ 1.35	\$ 0.88	\$ 0.64	\$ 1.07
Fire Protection Services	\$ 86.81	\$ 56.33	\$ 41.09	\$ 68.58
Roads and Related	\$ 2,277.58	\$ 1,477.93	\$ 1,078.10	\$ 1,799.21
Total Municipal Wide Services	\$ 4,640.93	\$ 3,011.51	\$ 2,196.80	\$ 3,666.19
Urban Services				
Wastewater Services	\$ 11,174.93	\$ 7,251.44	\$ 5,289.70	\$ 8,827.85
Water Services	\$ 3,610.15	\$ 2,342.63	\$ 1,708.88	\$ 2,851.90
Total Urban Services	\$ 14,785.08	\$ 9,594.08	\$ 6,998.58	\$ 11,679.75
GRAND TOTAL RURAL AREA	\$ 4,640.93	\$ 3,011.51	\$ 2,196.80	\$ 3,666.19
GRAND TOTAL URBAN AREA	\$ 19,426.01	\$ 12,605.59	\$ 9,195.38	\$ 15,345.94

Service	NON-RESIDENTIAL			
	Commercial/Institutional (per ft ² of Gross Floor Area)	Industrial		
		Industrial (per ft ² of Gross Floor Area)	Warehouse (per ft ² of Gross Floor Area)	Wind Turbine
Municipal Wide Services				
Administration - Studies	\$ 0.03	\$ 0.02	\$ 0.01	\$ 87.77
Parks Services	\$ 0.03	\$ 0.02	\$ 0.01	\$ 630.11
Recreation Services	\$ 0.08	\$ 0.04	\$ 0.02	\$ 1,557.31
By-Law Enforcement	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.35
Fire Protection Services	\$ 0.03	\$ 0.02	\$ 0.01	\$ 86.81
Roads and Related	\$ 1.11	\$ 0.55	\$ 0.28	\$ 2,277.58
Total Municipal Wide Services	\$ 1.29	\$ 0.64	\$ 0.32	\$ 4,640.93
Urban Services				
Wastewater Services	\$ 4.37	\$ 2.19	\$ 1.09	\$ -
Water Services	\$ 1.41	\$ 0.71	\$ 0.35	\$ -
Total Urban Services	\$ 5.78	\$ 2.89	\$ 1.45	\$ -
GRAND TOTAL RURAL AREA	\$ 1.29	\$ 0.64	\$ 0.32	\$ 4,640.93
GRAND TOTAL URBAN AREA	\$ 7.07	\$ 3.54	\$ 1.77	\$ 4,640.93

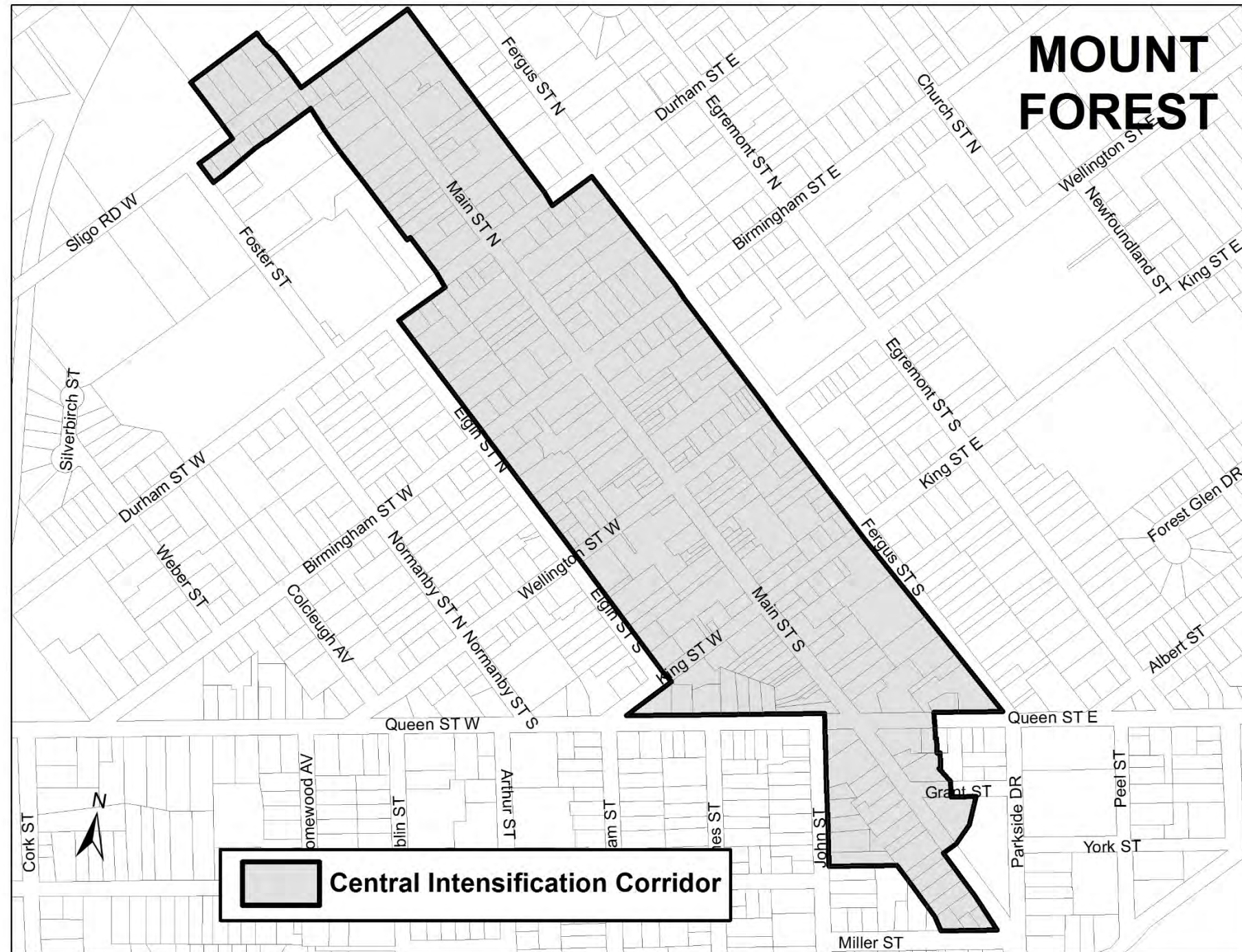
SCHEDULE "C-1" TO BY-LAW NUMBER 027-22

MAP OF BUILT BOUNDARY – ARTHUR



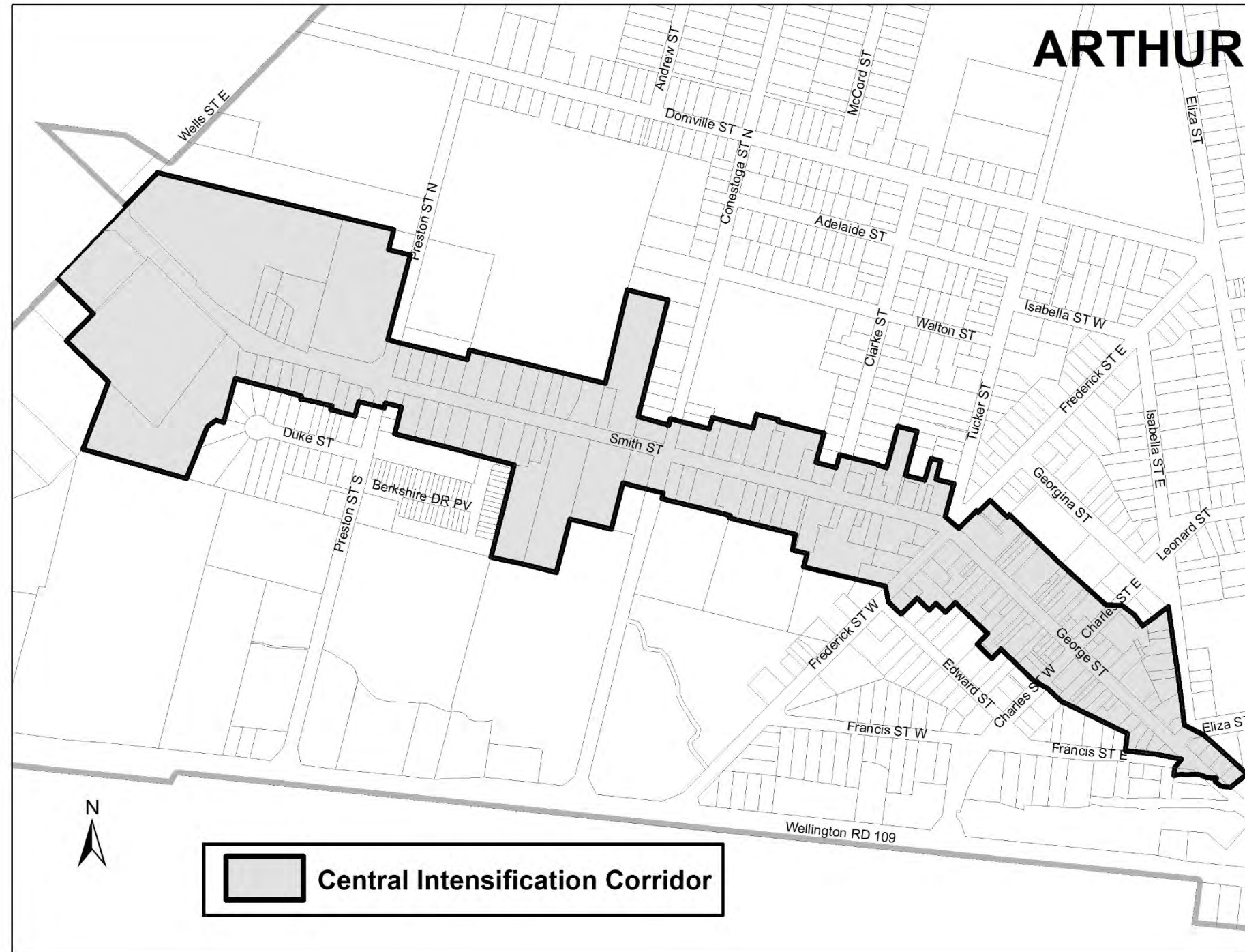
SCHEDULE "C-2" TO BY-LAW NUMBER 027-22

MAP OF BUILT BOUNDARY - MOUNT FOREST



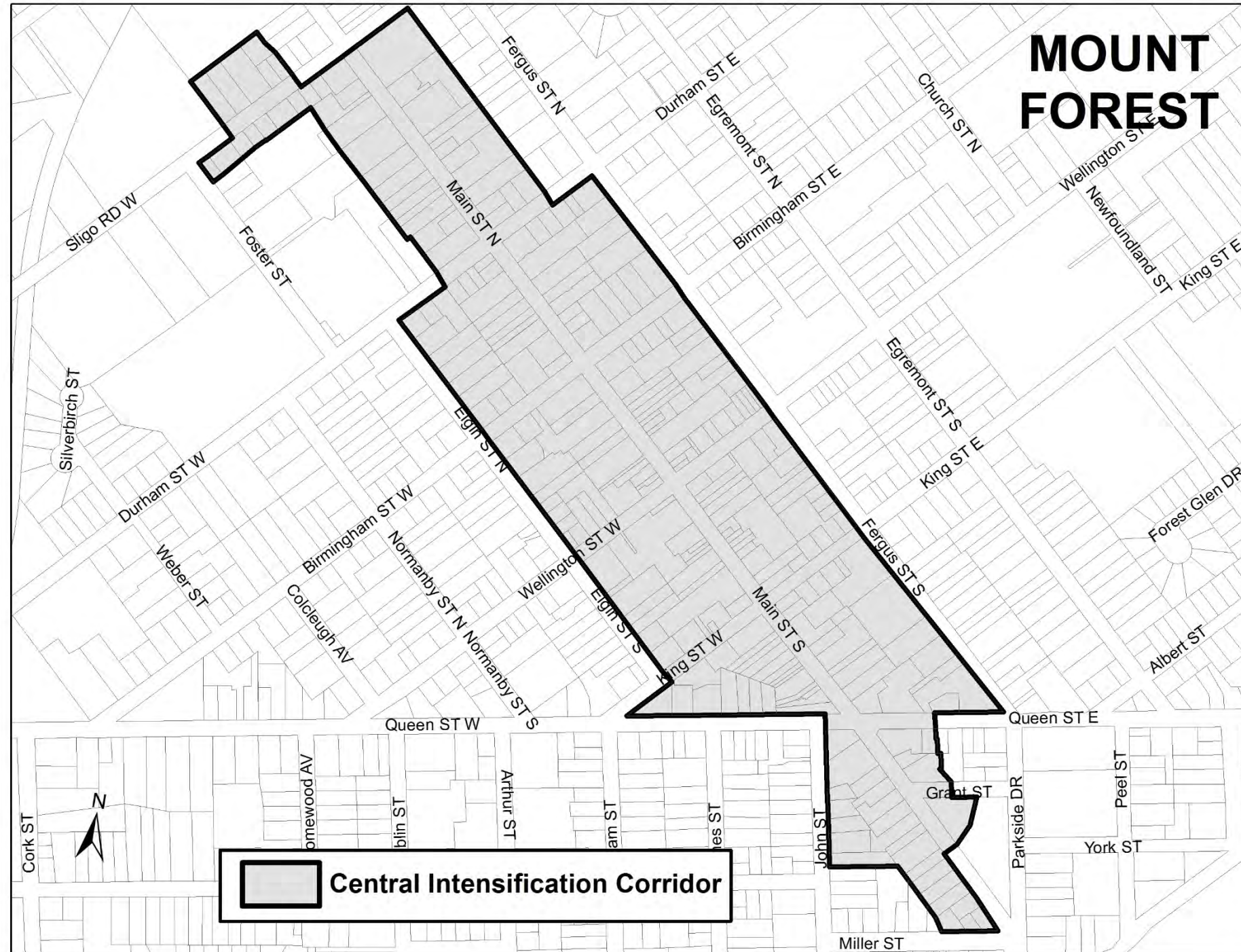
SCHEDULE "D-1" TO BY-LAW NUMBER 027-22

MAP OF CENTRAL INTENSIFICATION CORRIDOR - ARTHUR



SCHEDULE "D-2" TO BY-LAW NUMBER 027-22

MAP OF CENTRAL INTENSIFICATION CORRIDOR - MOUNT FOREST



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

BY-LAW NUMBER 028-222

**BEING A BY-LAW TO ADOPT THE 2022 MUNICIPAL AND SCHOOL
BOARD ELECTION VOTING PROCEDURES POLICY**

WHEREAS the Council of the Township of Wellington North wishes to enact a by-law to adopt the 2022 Municipal and School Board Election Voting Procedures Policy

NOW THEREFORE the Council of the Township of Wellington North hereby enacts following:

1. THAT the Mayor and Clerk are authorized to execute the 2022 Municipal and School Board Election Voting Procedures Policy attached hereto as Schedule A;
2. AND THAT this By-law shall come into effect immediately on passage thereof.

**READ A FIRST, SECOND, THIRD TIME AND FINALLY PASSED THIS 22ND
DAY OF FEBRUARY, 2022**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

SCHEDULE A



TOWNSHIP OF WELLINGTON NORTH

2022 MUNICIPAL AND SCHOOL BOARD ELECTION VOTING PROCEDURES

DEPARTMENT	CLERK	POLICY NUMBER	005-22
EFFECTIVE DATE	February 22, 2022	LEGISLATIVE AUTHORITY	Municipal Elections Act, 1996 (42 (3))
APPROVED BY:	By-law 028-22		

Contents

- 1. **SCOPE**..... 2
- 2. **DEFINITIONS** 2
- 3. **PURPOSE** 3
- 4. **GENERAL PROVISIONS** 3
- 5. **SECRECY** 4
- 6. **FORM OF THE BALLOT** 4
- 7. **VOTING PLACE**..... 4
- 8. **VOTE BY MAIL PROCEDURES** 4
- 9. **REJECTED BALLOTS** 6
- 10. **ASSISTANCE REQUIRED TO VOTE**..... 6
- 11. **VOTING KITS RETURNED UNDELIVERED BY CANADA POST** 7
- 12. **WHEN THE RECORD SHOWS AN ELECTOR HAS ALREADY VOTED** 7
- 13. **REPLACEMENT VOTING KIT** 7
- 14. **AMENDING SCHOOL BOARD SUPPORT**..... 8
- 15. **SECURITY OF THE BALLOTS**..... 8
- 16. **PROXY VOTING** 8
- 17. **REQUIREMENT TO PROVIDE PROOF OF IDENTITY** 9
- 18. **SCRUTINEERS**..... 9
- 19. **EMERGENCIES** 9
- 20. **SPECIFIED DATES**..... 9
- 21. **CERTIFICATION**..... 9

SCHEDULE A

1. SCOPE

- 1.1 This policy applies to all qualified electors and election officials in the Township of Wellington North during the 2022 municipal election.

2. DEFINITIONS

- a) **Advance Voting Locations** – are located at
- i. Mount Forest Sports Complex, 850 Princess St, Mount Forest, ON N0G 2L3 and Arthur and
 - ii. Area Community Centre, 158 Domville St, Arthur, ON N0G 1A0
- b) **Ballot Count Centre** – is where the blank ballot kits are stored, the secrecy envelopes are opened, ballots processed and where the tabulating of votes will occur on Voting Day. This station is located at the Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0. This location is only open to authorized staff, designated election officials, certified candidates and appointed scrutineers.
- c) **Ballot Kit/Vote by Mail Kit** – contains voting instruction sheet; composite ballot; ballot secrecy envelope; voter declaration form; yellow outer return envelope with prepaid postage and such other material as the Clerk or designate determine
- d) **Ballot Return Station** – is the place where ballots may be delivered. The Ballot Return Station will be located in the Township of Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.
- e) **Clerk** – is the Clerk of the municipality who is responsible for conducting this election under the authority of the Act. All references to the Clerk for the purposes of this manual shall mean the Returning Officer (R.O.) All references to Clerk's designate shall mean the delegated duties of the R.O.
- f) **Deputy Returning Officer**- is a person appointed by the Clerk for each voting place who will be delegated specific duties and powers by the Clerk.
- g) **Election Official** – is the Clerk or other person(s) appointed in writing by the Clerk to carry out election duties under the Act. An Election Official can only carry out the tasks and duties as assigned in writing by the Clerk, and must take the prescribed oath. (s. 15(4))
- h) **Municipal Office** - is the Township of Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.
- i) **Proof of Identification** - is proof of identity and residence as prescribed in O. Reg. 304/13 of the Act.
- j) **Proxy Voting** - A ballot cast by one person on behalf of another.
- k) **Regular Office Hours** - Monday to Friday, 8:30 a.m. to 4:30 p.m.

SCHEDULE A

- l) **Return Envelope Processing Station(s)** – are located at the Municipal Office where the yellow return envelopes are processed/scanned, the electronic voter's list updated and the opened yellow return envelopes together with the unopened secrecy envelopes be placed in ballot boxes for secure storage until Voting Day of October 22, 2022.
- m) **Scrutineer** - is an individual, appointed in writing by a certified candidate, to represent him or her during the voting process.
- n) **Voters List** - is the Preliminary List of Electors, as corrected by the Clerk, under the provisions of Section 22 of the MEA.
- o) **Voting Day** - is the final day on which votes may be cast in the 2022 municipal election and shall be the fourth Monday in October, being Monday, October 24, 2022 with the close of voting to be at 8:00 p.m.
- p) **Voting Place** - is located at the Municipal Office, at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.

3. PURPOSE

- 3.1 Section 42(3) of the *Act* requires the Clerk to establish procedures and forms for the use of any alternative voting method. The alternative voting method being employed in Wellington North for the October 24, 2022 municipal election is vote by mail.

4. GENERAL PROVISIONS

- 4.1 The Clerk, in the role of Returning Officer, may need to vary from these prescribed rules, or develop additional ones, from time to time as the Clerk deems necessary.
- 4.2 A copy of any amendment(s) to this policy will be posted on the municipal website. Candidates and electors should check regularly for amendments.
- 4.3 The alternative voting method ensures that every eligible voter has an opportunity to exercise their right to vote in a seamless and barrier free manner.
- 4.4 Any person who receives a Vote by Mail Kit addressed to another person should contact the Municipal office to receive further information as **it is against the law to exercise a vote other than your OWN vote.**
- 4.5 As with all matters related to a municipal election, the Clerk's decision is **final**.
- 4.6 It is the intent of the Clerk, or designate, to use their best efforts to ensure that no qualified elector is disenfranchised from participating in the municipal election.
- 4.7 For more information, please call or drop by the Municipal Office during regular business hours or call 519-848-3620 or access information from the municipal website: <http://wellington-north.com/>

SCHEDULE A**5. SECRECY**

- 5.1 All Election Officials take an oath of secrecy on appointment by the Clerk. All complaints regarding any and/or all breaches of secrecy shall be documented by the Election Official as well as questions and answers of the complainant, and, if deemed appropriate, the Clerk shall submit same to the police for further investigation and prosecution.

6. FORM OF THE BALLOT

- 6.1 The form of the ballot will be a composite ballot and shall list the names of candidates in alphabetical order based on the last name of each candidate as it appears on the nomination form. The place for the elector to mark the ballot for each candidate shall be clear and unambiguous. The ballot shall be designed so the ballot can be counted using a tabulator.

7. VOTING PLACE

- 7.1 There shall be a designated area in the voting place in which electors may mark their ballots without other persons being able to see how they are marked.
- 7.2 The Clerk or designate may attend at Birmingham Retirement Community 356A Birmingham Street East, Mount Forest, Ontario N0G 2L2; Caressant Care, 215 Eliza Street, Arthur , ON N0G 1A0; Saugeen Valley Nursing Centre, 465 Dublin St, Mount Forest, ON N0G 2L3 and Louise Marshall Hospital, 630 Dublin Street, Mount Forest, ON N0G 2L3 on dates to be determined, to deliver vote by mail kits, make additions to the voters list and receive completed ballots as cast by individuals at that location. Ballots shall be deposited into a secure ballot box and returned to the municipal office.

8. VOTE BY MAIL PROCEDURES

- 8.1 The municipality will provide a Vote By Mail Kit prepared by a third party provider to every person who qualifies to be an elector and who is shown on the Voter's List up to the Close of Voting on October 24, 2022.
- 8.2 During the week of September 26, 2022 to September 30, 2022 (actual mailing date to be determined) Vote by Mail Kits will be mailed to electors shown on the Voter's List as of September 16, 2022.
- 8.3 A supply of blank ballots will be available at the municipal office and at Advance poll locations.
- 8.4 If the Clerk runs out of blank ballots printed, and there is insufficient time to reorder, the Clerk may photocopy as many blank ballots as deemed necessary, and place his/her initials upon the back of each blank ballot. The number of blank ballots copied will be recorded. The authority to photocopy blank ballots remains with the Clerk and is not a delegated responsibility to any other Election Official.

SCHEDULE A

- 8.5 Electors added to the Voters' List after September 16, 2022, and up to the close of voting at 8:00 p.m. on October 24, 2022 may pick up their Vote by Mail Kit at the time of filing their Application to Amend the Voters' List form during regular office hours.
- 8.6 A Vote by Mail Kit shall consist of:
- 8.6.1 A Voting Instruction Sheet with a detachable Voter Declaration Form (with bar code)
 - 8.6.2 A Composite Ballot
 - 8.6.3 A White Ballot Secrecy Envelope
 - 8.6.4 A Yellow Return Envelope with prepaid postage; and
 - 8.6.5 Such other material as the Clerk determines
- 8.7 The number of Vote by Mail Kits distributed by the Clerk or designate to persons qualifying to be voters after September 16, 2022 will be recorded.
- 8.8 Upon receipt of the Vote by Mail Kit, each voter should follow the instructions provided in the Voting Kit exactly. The instructions require the voter to:
- 8.8.1 Complete the ballot
 - 8.8.2 Insert the ballot into the white ballot envelope marked Ballot Secrecy Envelope
 - 8.8.3 SEAL the white Ballot Secrecy Envelope
 - 8.8.4 Complete and sign the Voter Declaration Form
- 8.9 The final day to mail the Vote by Mail kit to the municipality to ensure delivery is still to be determined. Any elector who receives ballot in the mail may chose to attend at the municipal office with their ballot between October 3, 2022 to October 21, 2022 during regular office hours and up to the close of voting at 8:00 p.m. on October 24, 2022 to conduct their vote at a secure location at the Ballot Return Station in the Municipal Office and leave the return envelope with the Clerk, or designate in a ballot box. Alternately an elector may attend at an Advance Poll and deposit their ballot into the ballot box.
- 8.10 Ballots may also be dropped in the secure afterhours mail slot at the Municipal Office on or before 8:00 p.m. on October 24, 2022 (Voting day). Ballots received after 8:00 p.m. on October 24, 2022 shall not be processed or counted, but will be time and date stamped and kept with the official election records.
- 8.11 In the event of a postal strike the Clerk shall establish procedures that allow for delivery/receipt of vote by mail kits as well as notification to the public.
- 8.12 The onus is on eligible voters to ensure their name is on the Voters List and that they notify the Clerk or designate that they have not received a Vote by Mail Kit.
- 8.13 The Clerk or designate may, in special circumstances, arrange to have a Vote by Mail Kit delivered to an individual.

SCHEDULE A

8.14 An elector who has not mailed their ballot to the Municipal Office on or before October 13, 2022 should deliver their completed ballot kit to the Ballot Return Station at the municipal office during regular office hours and up to the close of voting at 8:00 p.m. on October 24, 2022 or at an Advance Poll location.

9. REJECTED BALLOTS

9.1 Ballots will be rejected when:

- 9.1.1 a returned kit contains unsigned or incomplete declaration forms;
- 9.1.2 a returned kit contains no declaration form;
- 9.1.3 the Return Envelope contains more than one ballot;
- 9.1.4 the Return Envelope contains more than one voter declaration form;
- 9.1.5 the Return Envelope contains more than one ballot secrecy envelope;
- 9.1.6 the return envelope has been received after 8:00 pm on October 24, 2022;
- 9.1.7 the Return Envelope has identifiable marks which could be writing or printing marks placed on the envelope other than that printed by the municipality;
- 9.1.8 an electors name inadvertently appears more than once on the Voters List after the Voters' List data has been forwarded to the printer. The Clerk will make every effort to remove such duplications prior to the date of the first Daily Ballot Processing Session. Return Envelopes received at the Ballot Return Station from electors who received more than one kit and whose name has been crossed off the Voters' List, will be rejected. In the event that duplications inadvertently remain on the Voters' List, and are discovered during the Daily Processing Sessions, the ballot will be rejected.

9.2 Any Return Envelope that was rejected will be marked as such, numbered, initialed and recorded with the reason and placed in the ballot box along with the accepted ballots. The total number of rejected ballots will be recorded separately and will be included in the final count on Voting Day.

9.3 A separate Return Envelope is required from each individual elector. Returned kits that contain more than one declaration form, ballot envelopes from another elector, or more than one inner ballot envelope, shall be treated as a rejected ballot. Although irregular, if the same number of declaration forms and ballot envelopes are received, the envelopes will not be rejected, and can be counted. In these cases, the declaration forms must be from two different electors.

10. ASSISTANCE REQUIRED TO VOTE

- 10.1 If a voter requires assistance in voting, he/she shall:
 - 10.1.1 make their mark (i.e. an "x") on the signature line and have a friend sign in the signature area of the Voter Declaration Form;
 - 10.1.2 Place the completed Voter Declaration Form and the SEALED white Ballot Secrecy Envelope into the yellow prepaid business reply envelope;
 - 10.1.3 Seal the yellow prepaid business reply envelope; and
 - 10.1.4 Mail the yellow prepaid business reply envelope on or before October 13, 2022 or deliver it personally to the Municipal Office

SCHEDULE A

- 10.2 Alternately, voters requiring assistance in any manner should attend the municipal office or call the Township of Wellington North at 519-848-3620 for assistance from election staff during normal office hours during the election period, and on October 24, 2022 (Voting Day) from 8:30 a.m. to 8:00 p.m.
- 10.3 Alternately, municipal staff may attend in person to any elector who is in need of assistance to complete their ballot.
11. **VOTING KITS RETURNED UNDELIVERED BY CANADA POST**
- 11.1 The Clerk and designate shall take all reasonable measures to attempt to locate the elector shown on the return Vote by Mail Kit.
12. **WHEN THE RECORD SHOWS AN ELECTOR HAS ALREADY VOTED**
- 12.1 Provision is made to allow a person to vote if it appears that someone else has already voted in his/her name or that the Voters' List has been marked opposite that person's name as having voted in error. The person must take the prescribed "Oath of qualification" and provide proof of identity and residence as prescribed in O. Reg. 304/13. His/her name and address is then entered electronically on the Poll Clerk's list, the DataFix system will reject the first Vote by Mail ballot that was processed and the individual shall be issued a new ballot and permitted to vote.
- 12.2 The Clerk or designate will ensure the original Vote by Mail kit in its entirety including the unsealed yellow Return Envelope, the sealed white Secrecy Envelope, with all enclosures is set aside and marked as to the reason it was rejected. If it appears as though voter fraud has taken place, the Clerk shall notify the Wellington County Ontario Provincial Police detachment.
13. **REPLACEMENT VOTING KIT**
- 13.1 If a voter on, or added to, the Voters' List does not receive a Vote by Mail Kit, or if the Vote by Mail Kit is lost or destroyed, a replacement Vote by Mail Kit may be issued.
- 13.2 The voter or their agent must attend at the municipal office to obtain a replacement voting kit. A declaration form must be signed by the elector prior to the issuance of a replacement voting kit. The Clerk or designate will confirm that the voter is qualified, and issue the Replacement voting kit.
- 13.3 If the Vote by Mail Kit is a Replacement Kit, the Voter Declaration Form will be marked with "RVK" and initialed by the Clerk or designated Election Official to indicate that the voter has been issued a replacement voting kit.
- 13.4 The Clerk or designate shall ensure that each individual for whom a replacement voting kit is issued, signs a declaration form attesting to the fact that they are:
- 13.4.1 A qualified elector;
- 13.4.2 Not in receipt of their Vote by Mail Kit;

SCHEDULE A

- 13.4.3 They were in receipt of their Vote by Mail Kit but it has been either lost or destroyed;
- 13.4.4 They were not on the Voters' List and as such shall also be processed as an addition to the Voters' List.

13.5 A list of names shall be maintained showing the name and address of each person who has received a Replacement voting kit.

13.6 The completed replacement voting kit declaration forms shall be kept in the custody of the Clerk.

14. AMENDING SCHOOL BOARD SUPPORT

- 14.1 If an elector after receiving a voter kit wishes to amend the Voters' List with respect to school board designation and requires a different ballot, the original voter kit with the ballot intact must be submitted to the Clerk prior to a new ballot being issued.

15. SECURITY OF THE BALLOTS

- 15.1 Immediately on receipt of ballots by mail or from the Ballot Returning Stations the Clerk or designate shall place the unsealed yellow Outer Return Envelope containing the white secrecy envelope in a ballot box in the secure location as designated by the Clerk in bundles of 25.
- 15.2 As each ballot box is filled, and at the end of each day, the Clerk, or designate and a witness who shall be a staff member of the Township of Wellington North, shall affix a seal to the ballot boxes, initial the seal and place the sealed ballot boxes in the secure location as designated by the Clerk in bundles of 25.
- 15.3 Each morning the Clerk or designate, and a witness who shall be a staff member of the Township of Wellington North, shall retrieve any sealed, but not full ballot boxes, inspect the seals to ensure they are intact, and, in the presence of another election staff member, break the seals to access the slots for use at the Return Envelope Processing Station.
- 15.4 When the count is complete, the ballot boxes will be sealed and initialed by the Clerk, or designate, prior to transfer to a secure location under the control of the Clerk, or designate, for the statutory retention period. Destruction of the official election records shall be in accordance with the Municipal Elections Act, 1996.

16. PROXY VOTING

- 16.1 When using a Vote By Mail method, in accordance with Section 42(5), of the Municipal Elections Act, 1996, as amended, there is no requirement for and no opportunity to vote by proxy.

SCHEDULE A**17. REQUIREMENT TO PROVIDE PROOF OF IDENTITY**

17.1 All eligible electors are required to provide proof of identity and residence in order to obtain a ballot at the municipal office or they must sign the Voter Declaration card included in the Vote by Mail Kit. The type of identification is prescribed in O. Reg. 304/13 and is attached hereto as Schedule "A"

18. SCRUTINEERS

18.1 Candidates may appoint scrutineers in writing, on the designated form, to represent them and all scrutineers must comply with the procedures set out on their Appointment Form.

18.2 Scrutineers OR candidates may be present when Return Envelopes, Inner Ballot Secrecy Envelopes or ballots are being processed and when the votes are being counted.

19. EMERGENCIES

19.1 In the event of any condition of an emergency or any circumstance that will undermine the integrity of the election, the Municipal Clerk, or designate, has the discretion to declare an emergency and make any arrangements deemed necessary for the conduct of the election.

19.2 Any unforeseen cases not dealt with in these procedures will be recorded, action taken, and reflected in an addendum signed by the Clerk, to these procedures and circulated to all candidates as soon as possible.

20. SPECIFIED DATES

20.1 Dates specified in this Procedure respecting the issuance and return of Vote by Mail Kits may vary slightly depending on Canada Post schedules and the time line provided by DataFix.

21. CERTIFICATION

21.1 These are the certified procedures for voting and for the use of vote counting equipment that shall be followed for the 2022 Municipal Election in the Township of Wellington North.

These procedures may be amended as deemed necessary by the Clerk/Returning Officer and/or Deputy Clerk/ Deputy Returning Officer.

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

BY-LAW NUMBER 029-222

**BEING A BY-LAW TO ADOPT THE 2022 MUNICIPAL AND SCHOOL
BOARD ELECTION VOTE COUNTING PROCEDURES POLICY**

WHEREAS the Council of the Township of Wellington North wishes to enact a by-law to adopt the 2022 Municipal and School Board Election Vote Counting Procedures Policy

NOW THEREFORE the Council of the Township of Wellington North hereby enacts following:

1. THAT the Mayor and Clerk are authorized to execute the 2022 Municipal and School Board Election Vote Counting Procedures Policy attached hereto as Schedule A;
2. AND THAT this By-law shall come into effect immediately on passage thereof.

**READ A FIRST, SECOND, THIRD TIME AND FINALLY PASSED THIS 22ND
DAY OF FEBRUARY, 2022**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK



TOWNSHIP OF WELLINGTON NORTH

2022 MUNICIPAL AND SCHOOL BOARD ELECTION

VOTE COUNTING PROCEDURES

DEPARTMENT	CLERK	POLICY NUMBER	POLICY 006-22
EFFECTIVE DATE	February 22, 2022	LEGISLATIVE AUTHORITY	Municipal Elections Act, 1996 (42 (3))
APPROVED BY:	By-law 029-22		

Contents

1. SCOPE	1
2. DEFINITIONS	1
3. PURPOSE	2
4. GENERAL PROVISIONS	2
5. SECRECY	3
6. MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT	3
7. PROCESSING DECLARATION FORMS AND RETURN ENVELOPES	3
8. COUNT PROCEDURE	4
9. RESULTS	5
10. REJECTED BALLOTS	5
12. PROCEDURE FOR A CANDIDATE OR SCRUTINEER OBJECTING TO A BALLOT	6
13. CANDIDATES AND SCRUTINEERS	6
14. TABULATORS	6
15. TESTING OF TABULATORS	6
16. EMERGENCIES	7
17. CERTIFICATION	7

1. SCOPE

This policy applies to all candidates, elected officials, scrutineers, staff and election officials in the Township of Wellington North during the October 24, 2022 municipal and school board elections.

2. DEFINITIONS

- a) **Ballot Count Centre** – is where the blank ballot kits are stored, the secrecy envelopes are opened, ballots processed and where the tabulating of votes will occur on Voting Day. This station is located at the Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0. This location is only open to authorized staff, designated election officials, certified candidates and/OR appointed scrutineers.
- b) **Clerk** – is the Clerk of the municipality who is responsible for conducting this election under the authority of the Act. All references to the Clerk for the purposes of this manual shall mean the Returning Officer (R.O.) for the 2018 Municipal Election. All references to Clerk’s designate shall mean the delegated duties of the R.O.

- c) **Deputy Returning Officer-** is a person appointed by the Clerk for each voting place who will be delegated specific duties and powers by the Clerk.
- d) **Election Official** – is the Clerk or other person(s) appointed in writing by the Clerk to carry out election duties under the Act. An Election Official can only carry out the tasks and duties as assigned in writing by the Clerk, and must take the prescribed oath. (s. 15(4))
- e) **Municipal Office** - is the Township of Wellington North Administration Building located at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.
- f) **Regular Office Hours** - Monday to Friday, 8:30 a.m. to 4:30 p.m.
- g) **Return Envelope Processing Station(s)** – are located at the Municipal Office where the yellow return envelopes are processed/scanned, the electronic voter's list updated and the opened yellow return envelopes together with the unopened secrecy envelopes be placed in ballot boxes for secure storage until Voting Day of October 24, 2022.
- h) **Scrutineer** - is an individual, appointed in writing by a certified candidate, to represent him or her during the voting process.
- i) **Tabulator/Scanner Station** – is where the ballots are tabulated/scanned electronically. The station is located within the Ballot Count Centre at the Municipal Office and the designated location is only open to authorized staff, designated election officials, certified candidates and/OR appointed scrutineers.
- j) **Tabulators** – is optical scanning equipment used to tabulate ballots.
- k) **Voting Day** - is the final day on which votes may be cast in the 2022 municipal and school board elections and shall be the fourth Monday in October, being Monday, October 24, 2022 with the close of voting to be at 8:00 p.m.
- l) **Voting Place** - is located at the Municipal Office, at 7490 Sideroad 7 West, Kenilworth, Ontario N0G 2E0.

3. PURPOSE

Section 42(3) of the *Act* requires that the Clerk establish procedures and forms for the use of any alternative voting method and method of vote counting and that a copy of such procedures and forms be provided to each candidate. The purpose of this document is to establish procedures for the use of the Vote By Mail method and vote counting tabulators that is consistent with the principles of the *Municipal Elections Act, 1996*.

4. GENERAL PROVISIONS

The Clerk, in the role of Returning Officer, may need to vary from these prescribed rules, or develop additional ones, from time to time as the Clerk deems necessary.

A copy of any amendment(s) to this policy will be posted on the municipal website. Candidates and electors should check regularly for amendments.

The alternative voting method ensures that every eligible voter has an opportunity to exercise their right to vote in a seamless, accessible and barrier free manner.

Any person who receives a Vote by Mail Kit addressed to another person should contact the Municipal office to receive further information as **it is against the law to exercise a vote other than your OWN vote.**

As with all matters related to a municipal election, the Clerk's decision is **final**.

For more information, please call or drop by the Municipal Office during regular business hours or call 519-848-3620 or access information from the municipal website: <http://wellington-north.com/>

5. SECRECY

All Election Officials take an oath of secrecy on appointment by the Clerk. All complaints regarding any and/or all breaches of secrecy shall be documented by the Election Official as well as questions and answers of the complainant, and, if deemed appropriate, the Clerk shall submit same to the police for further investigation and prosecution.

6. MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT

Despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*, documents and materials filed with or prepared by the Clerk or any other election official under the MEA are public records and, until their destruction which is 120 days after the election results are declared, may be inspected by any person at the clerk's office at a time when the office is open.

7. PROCESSING DECLARATION FORMS AND RETURN ENVELOPES

Commencing Monday October 3, 2022 to Friday October 21, 2022 at 2.30 pm the Clerk or designate will process any ballots that have been received by unsealing the yellow Outer Return Envelopes at the Return Envelope Processing Station and, upon verifying the Voter Declaration has been signed, the Declaration shall be scanned which will indicate that individual has cast a ballot. The entire unsealed yellow Outer Return Envelope with the sealed white Ballot Secrecy Envelopes and Voter Declaration will be placed together and stored in sealed ballot boxes. Electors' names will be struck from the Voters' List to show they have voted.

Candidates or their designated scrutineer may attend during this process.

The number of yellow Outer Return Envelopes processed shall be reconciled with the:

- Number of electors marked as having voted on the Voters' List
- Number of secrecy envelopes deposited into the ballot box
- The reconciliation shall be recorded on the Daily Batch Reconciliation Form
- The Clerk or designate shall update the voter's list.

At 9:00 am from October 4, 2022 to October 24, 2022 candidates may attend at the Municipal Office to receive an updated voter's list indicating electors who have cast their ballot.

No ballots cast shall be counted before October 24, 2022 (Voting Day).

On the day of October 24, 2022 (Voting Day) the Clerk or designate will process any ballots on receipt by unsealing the yellow Outer Return Envelopes at the Return Envelope Processing Station and, upon verifying that the Voter Declaration has been signed, the Declaration shall be scanned which will indicate that individual has cast a ballot. The entire unsealed yellow Outer Return Envelope with the sealed white Ballot Secrecy Envelopes and Voter Declaration will be placed together and stored in a ballot box until 2:00 p.m. at which time the ballot box shall be delivered to the Ballot Count Centre for processing. Any ballots received after 2:00 p.m. will be delivered directly to the Ballot Count Centre for processing.

8. COUNT PROCEDURE

No ballots cast shall be counted before October 24, 2022 (Voting Day).

On the day of October 24, 2022 (Voting Day) the Clerk or designate will process any ballots on receipt by unsealing the yellow Outer Return Envelopes at the Return Envelope Processing Station and, upon verifying that the Voter Declaration has been signed, the Declaration shall be scanned which will indicate that individual has cast a ballot. The entire unsealed yellow Outer Return Envelope with the sealed white Ballot Secrecy Envelopes and Voter Declaration will be placed together and stored in a ballot box until 2:00 p.m. at which time the ballot box shall be delivered to the Ballot Count Centre for processing. Any ballots received after 2:00 p.m. will be delivered directly to the Ballot Count Centre for processing.

Commencing at 2:00 p.m. on October 24, 2022 (Voting Day), election officials at the Ballot Processing Centre, will commence opening the returned Vote by Mail kits containing the ballots. Ballots will be flattened and stacked in piles of 50, then processed through the tabulators until all ballots have been processed up to and including the close of vote.

The completion of the statements of results and handling of election materials will proceed as set out in the *Municipal Elections Act 1996*, subject to whatever modifications may be required due to the Vote by Mail process.

No results shall be revealed until after 8:00 p.m. on October 24, 2022 (Voting Day)

Once all of the prescribed forms have been completed, the ballots shall be sealed into Ballot Boxes and placed in a secure storage location.

BALLOT COUNT STATION 1

Up to two election officials will be situated at Station 1 in the Ballot Count Centre. They shall unseal the yellow Outer Return Envelope with a letter opener, ensure the Voter Declaration is signed. If any ballot is accidentally cut the Clerk shall mark it as being damaged and process it as though it had not been damaged.

If the Voter Declaration has been signed, election officials will place the unopened, sealed white ballot in bundles of 50 TO BE PROCESSED BY at Station 2. The Voter Declaration will be retained at Station 1.

BALLOT COUNT STATION 2

Two or more election officials shall be situated at Station 2 in the Ballot Count Centre. An election official will take the sealed white Secrecy Envelopes in bundles of 50 from Station 1 to Station 2 where two election officials shall open the white Secrecy Envelopes with a letter opener, remove the ballots fold them flat in bundles of 50 after which an election official shall take the opened flattened ballots to Ballot Count Station 3 to be counted by the tabulator. If any ballot is accidentally cut the Clerk shall mark it as being damaged and process it as though it had not been damaged.

BALLOT COUNT STATION 3

Two or more election officials shall be situated at Station 3 in the Ballot Count Centre. Upon receiving the opened, flattened ballots in bundles of 50, they shall begin feeding the ballots into the tabulator.

As each ballot is counted it shall be deposited manually by an election official into a ballot box. As each ballot box is filled with counted ballots it is sealed and transported to a secure location.

9. RESULTS

Once all ballots with the votes cast for each candidate have been counted and tallied, the Clerk shall make an unofficial announcement of the candidate who has been elected to each position. Certified results shall be issued by the Clerk by end of day October 23, 2018.

10. REJECTED BALLOTS

The Clerk shall reject from the count all ballots and votes on a ballot that do not comply with the following prescribed rules as per *O. Reg. 101/97*:

- all votes on a ballot, if the ballot,
 - was not supplied by the Deputy Returning Officer, or;
 - contains writing or marks that may identify the elector, or is torn, defaced or otherwise dealt with by the elector in a way that may identify him or her;
- all votes in a ballot for an office, if votes have been cast for more candidates for the office than are to be elected;
- any vote in a ballot, if the vote is not marked inside the space provided for marking the ballot.

In addition to rejecting cast ballots for violations of the *Municipal Elections Act, 1996*, a ballot will not be counted under any of the following circumstances:

- a) any vote in a ballot where the voter's intent is not clear;
- b) upon opening the sealed Ballot Secrecy Envelope at the Ballot Count Station 2, the envelope contains more than one ballot;
- c) upon opening the sealed Ballot Secrecy Envelope at the Ballot Count Station 2, the envelope contains a ballot which has not been marked, it will be counted as a Ballot Used but Unmarked by Elector
- d) when the Inner Envelope has identifiable marks – identifiable marks could be any writing or printing or marks placed on the envelope other than that printed by DataFix.

In the event a ballot is accidentally cut when the sealed Ballot Secrecy Envelope is opened, the Election Official shall repair the ballot and attach a notice advising that the damage to the ballot was caused by the Election Official.

Any part of any ballot rejected shall not invalidate the remainder of the ballot except if there are identifying marks, in which case the entire ballot shall be rejected.

11. OBJECTIONS [SECTION 52 (3), (4)]

The Clerk Shall:

- decide all objections;
- prepare a list in which the objections are summarized and individually numbered. The summary should include the statement "Objected to by (the candidate's name or the candidate's scrutineer or the

scrutineer's name in the case of a by-law or question)";

- write the number of each objection on the back of the relevant ballot and initial the number;
- to count the ballots as required by legislation and make decisions related to the ballots as noted above. This does not preclude the appointment of more than one DRO for a Voting Place.

12. PROCEDURE FOR A CANDIDATE OR SCRUTINEER OBJECTING TO A BALLOT

The election official will keep a record of every ballot that is contested by a candidate or scrutineer by:

- giving a number to that objection
- writing that number on the ballot and initialing it
- depositing it in an envelope marked "Ballot Contested by Candidate or Scrutineer"

Before the final votes are tabulated, the Clerk or designate shall make a determination as to whether the ballot being objected to will be counted or not. That decision is only subject to reversal a judge on a judicial recount or on an application to contest the election.

13. CANDIDATES AND SCRUTINEERS

Between October 3rd, 2022 and October 21st, 2022, candidates or properly approved scrutineers may inspect the election office upon appointment with the Clerk or Deputy Clerk, for the purpose of observing the manner in which ballot packages are being received, processed and stored.

14. TABULATORS

The Clerk shall ensure that the optical scanning vote tabulators (herein, tabulators) are tested prior to voting day to ensure accuracy. The Clerk shall establish a time or times prior to voting day when candidates will have an opportunity to view how the tabulators work.

15. TESTING OF TABULATORS

The Clerk will arrange training sessions for all Elections Officials as required, using the tabulators.

Not more than seven days before voting day, the Clerk shall have the tabulators tested to ensure that they will accurately count the votes for all candidates that are marked with a valid mark in the designated area.

When testing the tabulators, adequate safeguards shall be taken to ensure that the system, or any part of it that is used for processing and tabulating votes, is isolated from all other applications or programmes. It will also be ensured that no remote devices are capable of gaining access to the system.

If practical, a dedicated system for the processing and tabulation of votes shall be used.

The tabulator shall be programmed so that a printed record of the number of votes cast for each candidate and with respect to each by-law and question can be produced. The tabulator will be programmed to return ballots that are blank or cannot be read. All other ballots will be accepted.

After programming the tabulators, the test shall be conducted as follows:

1. Tabulate a pre-audited group of ballots marked in the designated area, including ballots that fall into each of the following categories:

- a. Ballots on which are recorded a pre-determined number of votes for each candidate and for each question or by-law,
- b. Ballots that have votes in excess of the number allowed by law for each candidate, question or by-law
- c. Ballots that have no votes recorded
- d. Assign a varying number of votes to each candidate, question or by-law.
- e. Compare the output of the tabulation with the pre-audited results.

If the Clerk detects any error in the test, the cause of the error shall be ascertained and corrected and the test repeated until an errorless count is made and certified by the Clerk.

On voting day, before the commencement of the tabulation of the votes, the Clerk shall have the tabulator(s) **produce a “zero” report.**

The Clerk shall, at the completion of the test, retain the programs, test materials and ballots in the manner provided for in the Act for the keeping of ballot boxes.

The Clerk shall retain and have access to the pre-audited group of ballots referred to above and other materials used in the programming of the vote tabulator.

The Clerk shall not alter or make changes to the materials referred to in subsection (1), but may make copies of them.

16. EMERGENCIES

In the event of any condition of an emergency or any circumstance that will undermine the integrity of the election, the Municipal Clerk, or designate, has the discretion to declare an emergency and make any arrangements deemed necessary for the conduct of the election. Any unforeseen cases not dealt with in these procedures will be recorded, action taken, and reflected in an addendum signed by the Clerk, to these procedures and circulated to all candidates as soon as possible.

17. CERTIFICATION

These are the certified procedures for voting and for the use of vote counting equipment that shall be followed for the 2022 Municipal Elections in the Township of Wellington North.

These procedures may be amended as deemed necessary by the Clerk and Deputy Returning Officer.

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

BY-LAW NUMBER 030-22

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A DEVELOPMENT AGREEMENT PART OF PARK LOTS 1 AND 2 SOUTH OF CLYDE STREET PLAN MOUNT FOREST, PART 6, 61R21657; TOWNSHIP OF WELLINGTON NORTH WITH MAPLE HILL ESTATES INC.

WHEREAS Maple Hill Estates Inc. is the owner of the subject lands.

AND WHEREAS the Owner has applied to the County of Wellington Planning and Land Division Committee (the Committee) for consents to sever lands pursuant to Section 53 of the Planning Act into residential lots for immediate development pursuant to Consent Applications B85-20 and B86-20;

AND WHEREAS a condition of severance requires the Owner to enter into an Agreement with the Township for the provision of municipal services and the development of the lands.

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

1. The Mayor and the Clerk are authorized and directed to execute a Development Agreement with the Owners in the form, or substantially the same form as advised by the municipal solicitor attached as Schedule A.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22ND DAY OF FEBRUARY, 2022**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

**SCHEDULE A
DEVELOPMENT AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2022.

B E T W E E N:

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

(the “Township”)

- and -

MAPLE HILL ESTATES INC.

(the “Owners”)

WHEREAS:

- A. Maple Hill Estates Inc. is the registered owners (hereinafter the “Owner”) of the lands described in Schedule “A” (the “lands”);
- B. The Township is the owner of the street(s) upon which the lands front described in Schedule “B” (“Oxford Street”);
- C. The County of Wellington Planning and Land Division Committee has approved the severance of the lands into two (2) residential lots with a third portion of the lands to be added to an adjacent residential lot (the “Development Lands”) subject to the conditions of approval for Applications B85/20 and B86/20;
- D. The Consent Approval requires the Owner to enter into an agreement with the Township for the provision of municipal services and the development of the Development Lands (this “Agreement”)

NOW THEREFORE in consideration of the premises and terms contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Building Permits.** The Owners covenant and agree not to apply for building permits for the Development Lands until all of the requirements under paragraphs 2, 3, and 6 of this Agreement have been carried out to the satisfaction of the Township.
2. **Construction of the Works.** The Owner covenants and agrees to construct, in their entirety, the swales between Lot 6 & 7, between Lot 7 & 8, along the rear northerly limit of Lot 7, and along the rear northerly limit of Lot 8, as well as any associated pre-grading work as needed to construct these swales and as needed to provide positive drainage of the affected lots, pursuant to the plans described in Schedule “C” (the “Works”), in accordance with the engineer’s documents and to the standard and satisfaction of the Township.
3. **Obligation to Grade and Maintain Grading on the Development Lands.** The Owner shall submit an engineer’s design for the grading of the Development Lands and the perimeter of the severances on the retained lands to the satisfaction of and for the approval by the Township (the “Approved Grading Plans”).
4. The Owner shall construct the development and grade the Development Lands pursuant to the Approved Grading Plans. The Owner and each subsequent owner shall not block, impede, obstruct, or prevent the flow of surface water as provided for in the Approved Grading Plans by the construction, erection or placement thereon of any damming device, building, structure or other means. The Owner and all subsequent owners of the lands shall maintain the grading of each lot of the Development Lands in accordance with the Approved Grading Plans. The Township may direct the Owner or subsequent owner to remedy any default in compliance with this paragraph failing which the Township may remedy such default at the Owner or subsequent owner’s expense, the cost of which may be added to the tax roll and collected in the same manner as taxes.
5. The Owner acknowledges that fill has been imported and placed on Lot 6, including on a portion of the proposed building envelope and septic bed. The Owner agrees that it is entirely responsible for ensuring that any imported fill placed on the lands meets all regulatory requirements for use on a residential lot and that it is appropriate for all lot uses that will be located within any fill areas. Prior to submitting a building permit application for any lot that has had imported fill placed on it, the Owner shall retain the services of a professional engineer or engineers to confirm to the satisfaction of the Township that:
 - (i) any fill imported is suitable for use as part of a Class IV sewage disposal system;
 - (ii) any fill imported is suitable for the structures that are to be constructed, erected or placed within any fill area; and,
 - (iii) any fill imported complies with the standards set out in Table 1: Full Depth Background Site Condition Standards from the Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the *Environmental Protection Act* referenced in O. Reg. 153/04, as amended.

The Owner acknowledges and agrees that the Township may require that a copy of a geotechnical or environmental report be submitted to the Township and that analytical data from an accredited laboratory be provided.

Where the Owner sells any vacant lot to another person, the Owner shall require as a condition of sale that this Agreement be complied with. Notwithstanding such condition,

the Owner agrees that as regards the Township, it shall remain primarily liable to ensure that this provision is fully complied with.

6. **Engineering Inspection.** During construction and installation of the Works, the Owner shall have on-site engineering inspection in place to the satisfaction of the Township to ensure compliance with the required and approved engineer's plans.
7. **Security.** Prior to the commencement of construction of the Works and obligations required under this Agreement, the Owner shall file with and deliver to the Township either a banker's draft made payable to the Township or an irrevocable Letter of Credit from a Canadian chartered satisfactory to the Township, to guarantee all the provisions of this Agreement pertaining to the Works (the "Security Deposit"). The Security Deposit shall be equivalent to 50% of the Owner's engineer's estimate of the costs of the on-site work and 100% of the Owner's engineer's estimate of the costs of the off-site work. The Owner's engineer's estimate of the works is attached as Schedule "D".
8. The Security Deposit shall be kept in full force and effect until such time as the Owner's engineer confirms and the Township accepts that:
 - (i) the Owner has constructed the Works, the maintenance period has expired and all remedial work and deficiencies have been corrected as described in paragraph 9 below;
 - (ii) the Owner has completed the grading as described in paragraph 4 above; and
 - (iii) the Owner has performed all of its obligations under this Agreement.
9. **Maintenance Period.** Subject to paragraph 9 below, the Owner guarantees the performance of the Works for a period of two (2) years after the completion of the Works (the "maintenance period").
10. Upon expiry of the maintenance period, the Owner's engineer shall provide a letter to the Township confirming all of the deficiencies have been corrected. Such letter will act as notice for a request to the Township Engineer to conduct a maintenance clearance inspection, such inspection shall be conducted within twenty (20) days after receipt of the notice.
11. **As-Constructed Drawings.** Within six (6) months from the completion of the Works and the Approved Grading Plans, in order to maintain all records of construction and to advise the Township Engineer of all construction changes and to provide final "as constructed" drawings and electronic (AutoCAD Release 2014 or later and Portable Document Format) of the "as constructed" drawings shall be submitted to the Township prior to the issuance of the Certificate of Final Acceptance (refer to current Township Municipal Servicing Standards for current drawing submission requirements).
12. **The Township's Professional Fees and Disbursements.** The Owner shall reimburse the Township for all of its engineering and legal expenses including professional fees and disbursements in connection with the development and implementation of this Agreement and further the Owner shall pay the sum of FIVE THOUSAND DOLLARS (\$5,000.00) to the Township on or before the signing of this Agreement as a deposit toward such

professional fees and disbursements. At the time that the deposit has been depleted below the sum of FIVE HUNDRED DOLLARS (\$500.00) the Owner shall pay another deposit in the same or lesser amount as determined by the Township, and if necessary thereafter such further deposits shall be made until the depletion of the amount of any deposit on hand below the sum of \$500.00 until the requirements under paragraphs 2 to 10 have been completed. Without limiting the foregoing, the Owner shall reimburse the Township for all of the Township's third party review costs relating to approvals required from the Township under this Agreement.

13. **Local Services.** The Owner acknowledges and agrees that the requirement to construct the services and facilities under this Agreement is pursuant to the Condition of Approval under Section 53 of the Planning Act and these are local services pursuant to subsection 59 (2) of the Development Charges Act, 1997 installed by or paid for by the Owner.
14. **Development Charges Credits.** The Owner hereby releases and forever discharges the Township from any and all claims relating to payments under this Agreement, for credits against Development Charges payable under any by-law of the Township passed under the Development Charges Act, 1997 with respect to the development of the Development Lands.
15. **MECP Approvals.** The Owner shall ensure that all necessary permits or certificates from the Ministry of the Environment, Conservation and Parks have been obtained at its sole cost with respect to the Works and obligations required under this Agreement prior to the commencement of any of the Works and obligations requiring such permit or certificate.
16. **Insurance.** The Owner shall obtain and maintain in full force and effect a policy of comprehensive general liability insurance, providing coverage for a limit of not less than \$5,000,000.00 for each occurrence of a claim of bodily injury (including personal injury), death or property damage, including loss of use thereof, that may arise directly or indirectly out of the acts or omissions of the Owner. Such policy or policies shall be issued in the joint names of the Owner, the Township and the Township's consulting engineer and the form and content shall be subject to the approval of the Township. The policy shall be in effect for the period of this agreement. The issuance of such policy or policies of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible. Proof of insurance shall be provided on an annual basis. The policy shall specify that it cannot be altered, cancelled or allowed to lapse unless prior notice by registered mail has been received thirty (30) days in advance by the Township.
17. **Registration of Agreement.** This Agreement shall be registered against the lands by the Owner prior to the issuance by the Township of a clearance letter to the Wellington County Land Division Committee of the severance conditions for the Consent Approval.
18. **Indemnification.** The Owner hereby agrees to indemnify and save completely harmless the Township, its agents, employees, and servants, from and against all claims, demands, losses, damages, debts, actions, cause of action, suits, proceedings or costs whatsoever, at law or in equity, suffered or incurred by the Township whether directly or indirectly, as a result of this Agreement, the lands, or as a result of any other matter or thing in connection

therewith or pertaining thereto, including any aspect of construction review by the Township or its agents, or the carrying out of the Owner's obligations in this Agreement, or from the Owner having entered into this Agreement, or which may arise directly, or indirectly, from or by reason of the Owner undertaking construction on the lands. This includes claims pursuant to the *Construction Act*, in tort, in contract or otherwise.

19. **Construction Act.** The Owner covenants and agrees that it will hold back in its payments to any contractor or supplier to the Works, such amounts as may be required under the provisions of the *Construction Act*. The Owner agrees to indemnify and save harmless the Township from and against all claims, demands, actions, causes of action and costs resulting from any construction being performed by the Owner, its agents and assigns pursuant to the requirements of this Agreement. On demand by the Township, the Owner will take such steps as may be necessary to immediately discharge all liens registered upon Oxford St or any Township lands failing which the Township may take any steps necessary to discharge same and the Owner shall be liable for all costs on a full indemnity basis.
20. **Waiver.** The failure of the Township at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Township of the performance of any obligation be taken or be held to be a waiver of the performance of the same or any other obligation at any later time. The Township shall specifically retain its rights at law to enforce this Agreement.
21. **Applicable Law.** Nothing in this Agreement exempts the Owner or anyone claiming by or through or under him from compliance with any by-law, or any statute or regulation of Ontario or of Canada or of any other law, nor exempts the Owner from any liability accruing to it as the owner of the lands.
22. **No Challenge to Agreement.** The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the party's right to enter into and enforce this Agreement. The law of contract applies to the Agreement and the parties are entitled to all remedies arising from it.
23. **Enforcement.** The Owner acknowledges that the Township, in addition to any other remedy it may have at law, shall also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.
24. **Development Lands.** It is agreed and understood that the Owner intends to develop the Development Lands such development will be facilitated by the construction of the Works. Prior to such development, the Owner may be required to enter into other agreements with the Township in accordance with its normal policies and applicable laws for land development.
25. **Enurement Clause.** The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owners and their heirs, administrators, successors and assigns and the benefit thereof shall enure to the Township and its successors and assigns.

IN WITNESS WHEREOF this Agreement has been signed by the parties on the date first mentioned above.

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

Andrew Lennox - Mayor

Karren Wallace - Clerk

We have authority to bind the corporation.

MAPLE HILL ESTATES INC.

Brian Padfield - President

I have authority to bind the corporation.

Developers Mailing Address:	P.O. Box 790, Mount Forest, ON, N0G 2L0
Developers Phone Number:	519-323-1864 or 519-323-3022
Developers Email Address:	padfield@padfield.ca

Schedule "A"
DESCRIPTION OF THE LANDS

PART OF PARK LOTS 1 AND 2 SOUTH OF CLYDE STREET PLAN MOUNT
FOREST MOUNT FOREST, PART 6, 61R21657; TOWNSHIP OF WELLINGTON
NORTH

PIN: 71075-0338 (LT)

Schedule "B"
DESCRIPTION OF STREET

ALL AND SINGULAR those certain parcel or tracts of land and premises situated, lying and being in the Township of Wellington North in the County of Wellington, being compromised of:

1. Oxford Street, Mount Forest

THAT PART OF OXFORD STREET ON THE PLAN FOR MOUNT FOREST
EAST OF AYRSHIRE STREET AND BEING PART OF PROPERTY
IDENTIFIER NUMBER 71075-0015 (LT)

**Schedule “C”
DESCRIPTION OF THE WORKS TO BE CONSTRUCTED**

Approved Documents

DOCUMENT NO	DOCUMENT NAME	LAST REVISION DATE	PREPARED BY
02	Overall Site Grading Plan	2021/11/03	Triton Engineering Services Limited
03	Hammerhead Grading Plan	2021/11/03	Triton Engineering Services Limited
	Drainage Area Map – Figure 02	November 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 1 & 2 check – 100 yr	July 20, 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 6 east – rev 1 – 100 yr	2021/11/09	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 6 west – 100 yr	July 20, 2021	Triton Engineering Services Limited
	A6851 – MIDUSS – LOT 7 & 8 rear – 100 yr	July 20, 2021	Triton Engineering Services Limited
	Functional Servicing Memo	May 18, 2021	Triton Engineering Services Limited
	Functional Servicing Report	September 2016	WSP Canada Inc.

Schedule "D"
PROBABLE COST OF THE WORKS

Maple Hills Estates
Phase 2

Construction Cost Estimate - Engineers Estimate

Date: 2021-12-17



TRITON
ENGINEERING
SERVICES
LIMITED
Consulting Engineers

SCHEDULE OF UNIT PRICES
CONTRACT NO. A6851-21

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
ON SITE WORKS					
1.01	Supply and Install Silt Fence	310	m	\$ 13.50	\$ 4,185.00
1.02	Earth Excavation (Grading)	155	m ³	\$ 12.00	\$ 1,860.00
1.03	Hand Paced Rip-Rap Including Geotextile	30	m ²	\$ 150.00	\$ 4,500.00
1.04	Level Spreader	18	m ²	\$ 250.00	\$ 4,500.00
1.05	Strawbale Check-Dams	4	Each	\$ 350.00	\$ 1,400.00
1.06	Topsoil (Imported)	850	m ²	\$ 16.00	\$ 10,400.00
1.07	Hydro-Seeding	650	m ²	\$ 8.50	\$ 5,525.00
TOTAL- ON SITE					\$ 32,370.00
CONTINGENCY ALLOWANCE (10%)					\$ 3,237.00
ENGINEERING ALLOWANCE (10%)					\$ 3,237.00
SUB-TOTAL (including allowances)					\$ 38,844.00
PLUS 13% H.S.T. (of above Sub-Total)					\$ 5,049.72
SUB-TOTAL (including allowances and HST)					\$ 43,893.72
LESS REBATABLE HST of 11.24% (if a municipal project) (on Subtotal including allowances)					\$ 4,366.07
TOTAL (with net HST)					\$ 39,527.65
ROUNDED TO :					\$ 39,600.00
OFF SITE - R.O.W. WORKS					
2.01	Earth Excavation (Grading)	460	m ³	\$ 12.00	\$ 5,520.00
2.02	Hand Paced Rip-Rap Including Geotextile	60	m ²	\$ 150.00	\$ 9,000.00
2.03	Supply and Install 450mmø HDPE Culvert	50	m	\$ 300.00	\$ 15,000.00
2.04	Granular B	725	Tonne	\$ 20.00	\$ 14,500.00
2.05	Granular A	265	Tonne	\$ 23.00	\$ 6,097.88
2.06	Topsoil (Imported)	600	m ²	\$ 16.00	\$ 9,600.00
2.07	Hydro-Seeding	600	m ²	\$ 8.50	\$ 5,100.00
TOTAL- OFF SITE					\$ 64,817.88
CONTINGENCY ALLOWANCE (10%)					\$ 6,481.79
ENGINEERING ALLOWANCE (10%)					\$ 6,481.79
SUB-TOTAL (including allowances)					\$ 77,781.45
PLUS 13% H.S.T. (of above Sub-Total)					\$ 10,111.59
SUB-TOTAL (including allowances and HST)					\$ 87,893.04
LESS REBATABLE HST of 11.24% (if a municipal project) (on Subtotal including allowances)					\$ 8,742.63
TOTAL (with net HST)					\$ 79,150.40
ROUNDED TO :					\$ 79,200.00

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

BY-LAW NUMBER 031-22

**BEING A BY-LAW TO PROVIDE FOR ADVANCE VOTES TO BE
HELD PRIOR TO VOTING DAY.**

WHEREAS Council wishes to establish dates for an advance vote, and the hours during which voting places shall be open on that date or dates;

**NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH ENACTS AS FOLLOWS:**

1. An Advance Vote shall be held on Saturday October 8, 2022 between the hours of 10:00 a. m. and 3:00 p.m. at the following location:

Mount Forest Sports Complex
850 Princess Street
Mount Forest, ON

2. An Advance Vote shall be held on Saturday October 15, 2022 between the hours of 10:00 a.m. and 3:00 p.m. at the following location:

Arthur Community Centre
158 Domville Street, Arthur, ON

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22nd DAY OF FEBRUARY, 2022.**

ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NUMBER 032-22

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

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01; as amended pursuant to Sections 34 and 36 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule 'A-3' of By-law 66-01 is amended by changing the zoning on lands described as Part Parks lots Q & R, Survey MacDonald's Mount Forest, Part Lot 2, Concession WOSR, Divisions 3 & 4, geographic Arthur Township, being Parts 1 on Reference Plan 61R-7881, Township of Wellington North, as shown on Schedule "A" attached to and forming part of this By-law from **Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) to:**
 - Low Density Residential (R1B(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1B-64(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1B-69(H)) zone with a Holding Provision;
 - Site Specific Low Density Residential (R1C-65(H)) zone with a Holding Provision;
 - Site Specific Medium Density Residential (R2-66(H)) zone with a Holding Provision;
 - Site Specific High Density Residential (R3-67(H)) zone with a Holding Provision;
 - Open Space (OS) zone.

2. THAT Section 32 Exception Zone 2- Mount Forest, is amended by the inclusion of the following new exception:

32.64	R1B-64 (H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1B-64 shall be subject to the following regulations:</p> <p style="padding-left: 40px;">i) Minimum Interior Side Yard 4.5 m (14.76 ft)</p> <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <p style="padding-left: 20px;">I. Adequate municipal services, including a suitable</p>
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		<p>road entrance, are or will be available to the lands;</p> <p><i>II.</i> A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and,</p> <p><i>III.</i> A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>
32.64	R1B-69 (H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1B-69 shall be subject to the following regulations:</p> <p>i) Minimum Lot Frontage 18 m (59 ft)</p> <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <p>I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands;</p> <p>II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and,</p> <p>III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>
32.65	R1C-65(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R1C-65 shall be subject to the following regulations:</p> <p>i) Minimum exterior side yard 4.5 m (14.76 ft)</p> <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <p>I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands,</p> <p>II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and</p> <p>III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.</p>

32.66	R2-66(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R2-66 shall be subject to the following regulations:</p> <ul style="list-style-type: none"> i) Minimum lot frontage 15 m (49.2 ft) ii) Minimum lot frontage per dwelling on a separate lot 7.5 m (24.6 ft) iii) Minimum exterior side yard 4.5 m (14.76 ft) <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <ul style="list-style-type: none"> I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands; II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and, III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.
32.67	R3-67(H)	<p>Notwithstanding any other section of the by-law to the contrary, the lands zoned R3-67 shall be subject to the following regulations:</p> <ul style="list-style-type: none"> a) Minimum lot frontage 6 m (19.7 ft) Corner lot 10.5 m (34.4 ft) b) Minimum exterior side yard 4.5 m (14.76 ft) c) Stacked Townhouses are not permitted within the R3-67 zone. <p>Council may pass a By-law removing the holding symbol once it is satisfied that the following matters have been adequately addressed:</p> <ul style="list-style-type: none"> I. Adequate municipal services, including a suitable road entrance, are or will be available to the lands; II. A satisfactory stormwater management plan has been completed, in consultation with the Saugeen Valley Conservation Authority; and III. A detailed engineering design has been approved and the necessary development agreements have been entered into with the Township.

3. That except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

4. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST, SECOND THIRD TIME THIS 22ND DAY OF FEBRUARY, 2022.

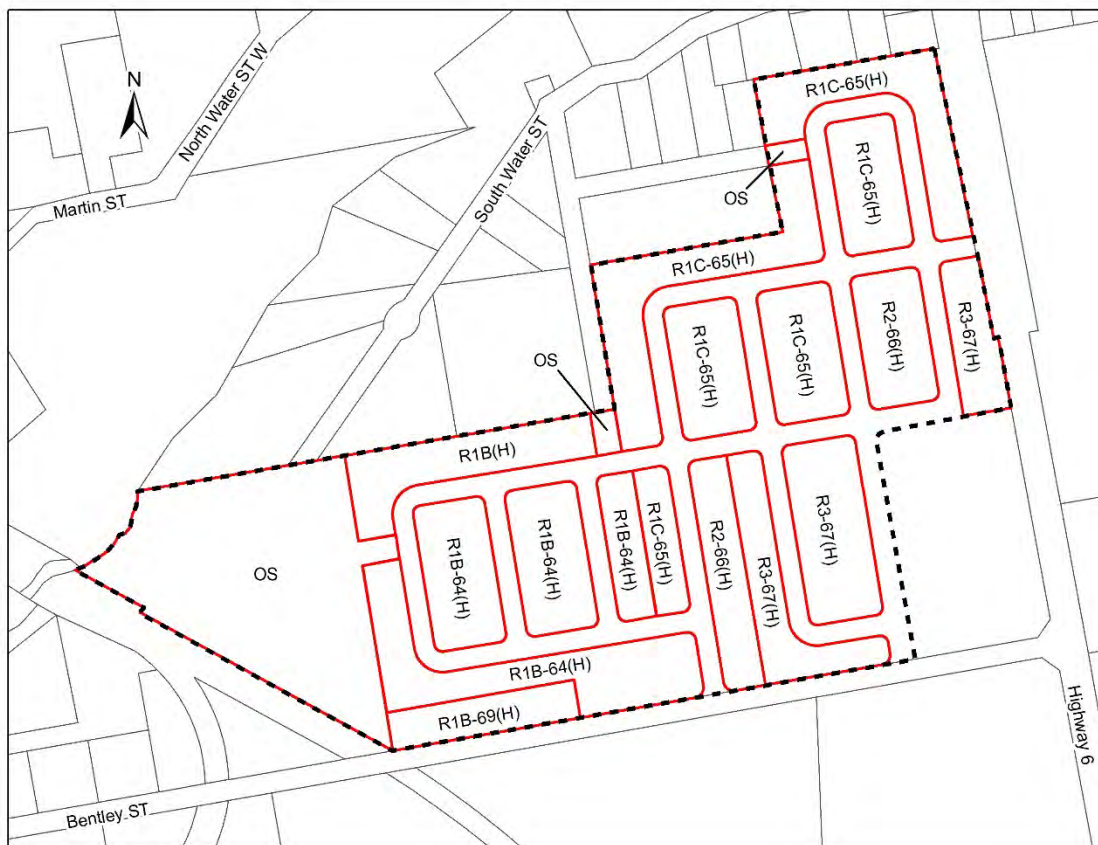
ANDREW LENNOX, MAYOR

KARREN WALLACE, CLERK

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 032-22

Schedule "A"



Passed this 22nd day of February, 2022

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER 031-22

THE LOCATION OF THE SUBJECT LANDS

The property subject to the proposed amendment is described as Part Parks lots Q & R, Survey MacDonald's Mount Forest, Part Lot 2, Concession WOSR, Divisions 3 & 4, geographic Arthur Township, being Parts 1 on Reference Plan 61R-7881, Township of Wellington North. The property is approximately 31.1 hectares (76.8 ac) in size and currently zoned Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) zone.

THE PURPOSE AND EFFECT of the proposed amendment is to rezone the subject lands from Industrial Site Specific Holding (H)M1-26 & (H)M1-27 and Natural Environment Site Specific (NE-28) zone to Low Density Residential (R1B) zone, Site Specific Low Density Residential (R1B-64) zone, Site Specific Low Density Residential (R1C-65) zone, Site Specific Medium Density Residential (R2-66) zone, Site Specific High Density Residential (R3-67) zone, and Open Space (OS) zone in order to clear condition on the draft approved plan of subdivision 23T-13002.



Preserving, promoting, and developing Wellington North's unique cultural resources to build a vibrant community and a prosperous economy.

CULTURAL MOMENT FOR FEBRUARY 22ND CELEBRATES SPINNING WHEELS IN THE PAST AND NOW

In the past, spinning fibres was a necessity to provide warm clothing, or household items. If a flax or cotton fibre was spun fine enough, it could be knitted or crocheted into cloths, tablemats, curtains, or lace. Spinning with wool, llama, alpaca, goat, or dog fibre could produce warm coats, sweaters, hats, mitts and even underwear.

Before spinning wheels were invented, fibre was spun on drop spindles over 10,000 years ago. A spindle provides a twist that turns fibre into yarn in a process known as drafting. Like spinning wheels, they come in a variety of designs; unlike spinning wheels they are more time consuming to produce yarns. Many men in third-world countries still use this method.



We may associate spinning wheels with our pioneers, but they were actually invented in China about 1000 AD. The idea later spread to Iran, then to India and finally to Europe. Mahatma Gandhi used a spinning wheel, called a Charkha, during his struggle for India's independence and economic self-sufficiency from British colonial rule. In a pioneer home, a great or walking wheel was common. It was invented in the 14th century to spin wool into yarn and was approximately 5 feet high. Known as the walking wheel because a person walked back and forth beside the wheel and could walk up to 20 miles a day, albeit inside their cabin, while feeding the unspun yarn into the orifice of the wheel. The right hand spun the wheel, and the left hand manipulated the fibre so that it twisted evenly.



Today, spinning wheels, are used as a popular handicraft. They are obsolete in commercial manufacturing as they now use industrial spinners however there are farms who have home-businesses specializing in either the raw fibre or finished products. There are also groups whose sole purpose is to socialize while spinning and sharing information. One group is called the Queen's Bush Guild of Fibre Artisans. This group has 20+ members from Mount Forest, Conn, Williamsford, Hanover, and Mildmay and pre-Covid, met once a month in a member's home. The spinning wheels that these ladies use are as various as the many makes & models of automobiles and are modifications of those used through the centuries.



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

BY-LAW NUMBER 033-22

**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, 2022**

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 February 22, 2022 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 22ND DAY OF FEBRUARY, 2022.**

ANDREW LENNOX MAYOR

KARREN WALLACE, CLERK