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# Regular Meeting of Council

Monday, June 6, 2016

Following Public Meeting

Municipal Office Council Chambers, Kenilworth

## AGENDA

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**TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING - MINUTES  
MONDAY, MAY 16, 2016 AT 7:00 P.M.**

The Public Meeting was held at the Municipal Office Council Chambers, Kenilworth to consider a Zoning Amendment application.

**Present:**

**Mayor: Andy Lennox  
Councillors: Sherry Burke  
Lisa Hern  
Dan Yake**

**Absent:**

**Councillor: Steve McCabe**

**Staff:**

**C.A.O./Deputy Clerk: Michael Givens  
Clerk: Karren Wallace  
Executive Assistant: Cathy Conrad  
Chief Building Official: Darren Jones  
Director of Public Works: Matthew Aston  
Treasurer: Kimberly Henderson  
Senior Planner: Linda Redmond**

**Mayor Lennox called the meeting to order.**

**Declaration of Pecuniary Interest:**

No pecuniary interest declared.

**OWNER/APPLICANT: Sharon Hummel**

**LOCATION OF THE SUBJECT LAND**

The property subject to the proposed amendment is described as Part of Park Lot 9, South of Queen Street and Part of Lot 8, James Ellis Survey, with frontage on Queen Street West, Mount Forest. The property is 0.22 hectares (0.54 acres) in size.

**PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed amendment is to rezone the subject land to a site specific residential zone to accommodate a proposed 6 unit, single story apartment development. Zoning relief will be considered but not limited to, lot frontage, parking and buffer requirements and set back from an abutting mapped watercourse. This amendment is required in order to facilitate this proposal

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PUBLIC MEETING - MINUTES  
MONDAY, MAY 16, 2016 AT 7:00 P.M.**

**NOTICE**

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on April 22, 2016 pursuant to the provisions in the *Planning Act*.

**PRESENTATIONS**

Comments were provided by Linda Redmond, Senior Planner, dated May 10, 2016.

**Planning Opinion**

This amendment would rezone the subject property to a site specific R3 zone which would permit the establishment of a single story, 6 unit apartment building. The proposal requires relief to the zoning by-law to allow a reduced setback to a drainage ditch, a reduced lot frontage and to allow parking to be in the front yard of the property and within a required buffer area.

The planning department had no concerns with the proposed rezoning provided Council is satisfied. The proposed development would represent a logical infill development on a vacant parcel of land and appears to be consistent with the surrounding land uses in the immediate area.

**Introduction**

The property subject to the proposed amendment is described as Part of Park Lot 9, South of Queen Street and Part of Lot 8, James Ellis Survey, with frontage on Queen Street West, Mount Forest. The property is located in the western part of the Mount Forest Urban Centre and is 0.22 hectares (0.54 acres) in size. (Figure 1). The surrounding land uses are primarily residential with some industrial to the northwest. The property to the north and west contain a large 3 story apartment and 6 unit, one story apartment building. The property to the south is a vacant naturalized area while the properties to the east are single detached dwellings.

**Proposal**

The proposal is to rezone the subject land to a site specific residential zone to accommodate a proposed 6 unit, single story apartment development. Zoning relief will be considered but not limited to, lot frontage, parking and buffer requirements and set back from an abutting mapped watercourse. This amendment is required in order to facilitate this proposal.

**Provincial Policy Statement**

The subject property is considered to be within the settlement area of Mount Forest. Section 1.1.3.1 of the Provincial Policy Statement states that "settlement

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areas shall be the focus of growth and their vitality and regeneration shall be promoted.” Settlement areas are encouraged to include a mix of densities and land uses.

**County Official Plan**

The land subject to the amendment is designated RESIDENTIAL in the Urban Centre of Mount Forest. Section 8.3.2 and 8.3.3 of the Residential area land use policies provide an opportunity for a variety of residential accommodations, including townhouses and apartments; which will ensure a broad range of affordable housing is available for the future. Development in these areas will encourage intensification while acknowledging and respecting the character of existing neighborhoods and will be based on an adequate level of municipal services.

**Zoning By-law**

The subject lands are currently zoned Residential (R2) zone. The applicant is proposing to rezone the property to a site specific (R3) zone category which would permit a six unit one story apartment building and address zone deficiencies relating to frontage, parking location and setbacks from the drainage ditch. A draft zoning by-law is attached for Councils review.

**Planning Discussion**

**Rezoning to R3 Site Specific**

The current (R2) residential zoning does contemplate several multi-unit housing types, but does not contemplate apartment buildings as a permitted use. Rezoning the subject lands to a site specific R3 zone would allow for the one story, six unit apartment building. The subject property is located in an area of Mount Forest that has a mix of uses, including several high density residential (apartment) uses.

The property to the North, across Queen Street, is zoned R3 and contains a large 3 story apartment building; the property immediately to the west, is zoned R2-42 and contains a 6 unit, one story apartment building. The property to the South is a vacant naturalized area while the properties to the east are single detached dwellings. The proposed development would appear to represent a form of development that is common in the area.

**Setback to Drain**

The property contains portions of a drainage ditch to rear of the property. Section 6.20.2 c) indicates no building or structure shall be built within 15 m (49 ft) to the top of bank of any watercourse that is not situated within the Natural Environment zone or a municipal drain. A small portion of the proposed apartment building would be setback only 12.2 m (40 ft) requiring relief. The Conservation Authority has indicated that they have no concerns with the proposal.

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**Parking Relief**

The development is proposing parking in the front yard, whereas Section 6.27.4 requires parking to be to the rear of the front wall of the main building on the property. Further the parking is proposed in a portion of the 1.5 m buffer area required by section 6.3 a) in R3 zones. A buffer of 1.35 m would be provided. The configuration of the property and the drainage ditch setbacks creates constraints to the building and parking locations.

**Frontage**

Section 13.2.3.2 of the by-law requires a minimum lot frontage of 18 m (59 ft.), whereas 15.55m (51 ft.) is provided.

**Site Plan**

According to Site Plan By-law 27-15 this proposal would be subject to site plan approval prior to any site development. A preliminary site plan (figure 2) has been submitted as part of this proposal. Landscaping, traffic flow, fire route and storm water management will be further reviewed as part of the Site Plan process.

**CORRESPONDENCE FOR COUNCIL'S REVIEW**

Michael Oberle, Environmental Planning Technician – Saugeen Valley Conservation Authority

- Acceptable to SVCA Staff.

Jim Klujber, Chief Operating Officer, Wellington North Power Inc.

- Notice to Applicant.

Emily Bumbaco, Planning Technician, Upper Grand District School Board

- No objection.

Matthew Aston, Director of Public Works, Township of Wellington North

- Comments for Council's consideration related to this application:
  1. Water and Sanitary mains exist on Queen St. W.;
  2. Work necessary to connect to existing water and sanitary main on Queen St. W. Will require Highway 89 to be detoured – more expensive servicing;
  3. Public Works plans to charge connection fees per the Township's fees and charges by-law;
  4. Applicant will need to provide a general servicing plan for water and sanitary connection for the project to the satisfaction of the Township.



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**REQUEST FOR NOTICE OF DECISION**

The by-law will be considered at a regular council meeting at the Council meeting following the Public Meeting. Persons wishing notice of the passing of the By-law must submit a written request.

**MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

Applicant was present to answer questions regarding this application.

**COMMENTS/QUESTIONS FROM COUNCIL**

Councillor Burke stated that she had no issue with the application in principle as it fits with what is already there. She questioned if consideration had been given to making the apartment complex 4 units instead of 6. Councillor Burke asked if a storm water management plan has been prepared. Mr. Hummel commented that the lot is large and can accommodate a 6 unit complex. A storm water management plan will be prepared. Van Harten's have prepared a plan of where the floor can be. They will be able to drain into the drain. Development will have to stay off of the drain. 49 ft is the minimum distance required and 40 ft set back is being requested.

Mayor Lennox confirmed that Van Harten's have dealt with elevations and asked if the fill to grade the lot will be an impediment. Mr. Hummel confirmed that it will not be an impediment.

Councillor Yake questioned ownership of the drain. Mr. Hummel stated that lawyer Gil Deverell claims the drain is the Township's. It drains quite a bit of the town. Engineering for the drain was prepared by Van Harten's.

**ADJOURNMENT**

**RESOLUTION 04**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Public Meeting of May 16, 2016 be adjourned at 7:15 p.m.*

**CARRIED**

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**CLERK**

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**MAYOR**

006

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

**Members Present:**

**Mayor: Andy Lennox  
Councillors Sherry Burke  
Lisa Hern  
Dan Yake**

**Absent**

**Councillor: Steve McCabe**

**Staff Present:**

**CAO/Deputy Clerk: Michael Givens  
Clerk: Karren Wallace  
Executive Assistant: Cathy Conrad  
Director of Public Works: Matthew Aston  
Chief Building Official: Darren Jones  
Treasurer: Kimberly Henderson  
Senior Planner: Linda Redmond**

**CALLING THE MEETING TO ORDER**

Mayor Lennox called the meeting to order.

**SINGING OF O' CANADA**

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION 2016-224**

**Moved by: Councillor Burke**

**Seconded by: Councillor Hern**

*THAT the Agenda for the May 16, 2016 Regular Meeting of Council be accepted and passed.*

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF**

No pecuniary interest declared.

**MINUTES OF PREVIOUS MEETING(S)**

**RESOLUTION 2016-225**

**Moved by: Councillor Burke**

**Seconded by: Councillor Hern**

*THAT the minutes of the Regular Meeting of Council held on May 2, 2016 be adopted as circulated.*

**CARRIED**

007

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

**BUSINESS ARISING FROM MINUTES**

No business arising from minutes.

**PRESENTATIONS**

IPM 2016 Chair Ron Faulkner, Vice Chair Walter Trachsel

- 2016 International Plowing Match Partnership Presentation

Mr. Faulkner and Mr. Trachsel presented information about the 2016 International Plowing Match & Rural Expo being held September 20 – 24 near Harriston in the Town of Minto. The presentation included:

- History of the IPM
- Background on the IPM
- What Happens at the IPM – plowing, Queen of the Furrow competition, banquets, activities for kids, opportunities to learn, exhibitions, camping, quilting, and antique displays
- Numbers – people, economic impact, legacy funds
- Current partners
- Get Caught Blue Handed promotion
- Status – where they are at now
- Maps
- Municipal support for 2016

**STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS**

Report from Linda Redmond, Senior Planner

- Canadian Tire, Mount Forest, Zoning By-law Amendment

**RESOLUTION 2016-226**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive the report from Linda Redmond, Senior Planner, dated May 11, 2016 regarding Canadian Tire, Mount Forest, Zoning By-law Amendment.*

**CARRIED**

Wellington North Fire Service

- Communiqué #30, April, 2016

**RESOLUTION 2016-227**

Moved by: Councillor Burke

Seconded by: Councillor Hern

008

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

*THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communiqué #030 dated April, 2016.*

**CARRIED**

Report from David Guilbault, Fire Chief

- Fire Chief 2016-005 Municipality of West Grey Agreement for Fire Protection

**RESOLUTION 2016-228**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report Fire Chief 2016-005 being a report on the Township of Wellington North and Municipality of West Grey agreement for fire protection services;*

*AND FURTHER THAT the Mayor and Clerk be authorized to enter into an agreement for fire services with the Municipality of West Grey.*

**CARRIED**

Report from Darren Jones, Chief Building Official

- CBO 2016-06 Building Permit Review period ending April 30, 2016

**RESOLUTION 2016-229**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2016-06 being the Building Permit Review for the period ending April 30, 2016.*

**CARRIED**

Report from Karren Wallace, Clerk

- Report CLK 2016-022 being a report on Consent Application B25-16 (Clark) known as Part Lot 11, Concession1, formerly Arthur Township, now the Township of Wellington North

**RESOLUTION 2016-230**

Moved by: Councillor Burke

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive CLK Report 2016-022 being a report on Consent Application B25-16 known as Part Lot 11, Concession 1 formerly the Township of Arthur, now the Township of Wellington North be received;*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B25/16 as presented with the following conditions:*

- *THAT the owner obtain zoning compliance to the satisfaction of the municipality;*

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL**

009

**MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

- *THAT the owner apply for and obtain a building permit to address the shed being used as a dwelling and further that the owner complete any required construction associated with that building permit;*
- *THAT the owner apply for and obtain a building permit to address the septic system for the shed being used as a dwelling and further that the owner complete the required construction associated with that building permit on the lands to be severed;*
- *THAT Payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;*
- *THAT the Owner satisfy the requirements of the Local Municipality in reference to parkland dedication fee in the amount of \$1,000.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law);*
- *THAT The Owner satisfy the requirements of the Local Municipality in reference to Proof of Drainage.*
- *THAT The Owner satisfy the requirements of the Local Municipality in reference to Drainage Apportionment.*
- *AND FURTHER THAT Council authorizes the 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**

Report from Karren Wallace, Clerk

- Report CLK 2016-023 being a report on Consent Application B24/16 (Clark) known as Part Lot 11, Concession 1, formerly Arthur Township, now the Township of Wellington North

**RESOLUTION 2016-231**

Moved by: Councillor Burke

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive CLK Report 2016-023 being a report on Consent Application B24-16 known as Part Lot 11, Concession 1 formerly the Township of Arthur, now the Township of Wellington North;*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B24/16 as presented with the following conditions:*

010

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

- *Payment of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance.*

*AND FURTHER THAT Council authorizes the 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**

Report from Karren Wallace, Clerk

- Report CLK 2016-030 being a report on Rural Ontario Municipal Association (ROMA) and Ontario Good Roads Association (OGRA) Conferences

**RESOLUTION 2016-232**

Moved by: Councillor Yake

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2016-030 being a report on Rural Ontario Municipal Association (ROMA) and Ontario Good Roads Association (OGRA) conferences.*

**CARRIED**

Report from Matthew Aston, Director of Public Works

- Report PW 2016-034 being a report on the Bridge 2028 & 2058 Rehabilitation Project

**RESOLUTION 2016-233**

Moved by: Councillor Yake

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2016-034 being a report on the Bridge 2028 and 2058 rehabilitation project;*

*AND FURTHER THAT the Council of the Township of Wellington North award the contract for the Bridge 2028 and 2058 rehabilitation to Reeves Construction Limited at a contract cost of \$242,096.72 plus applicable taxes.*

**CARRIED**

Administration and Finance Committee

- Minutes, May 9, 2016

**RESOLUTION 2016-234**

Moved by: Councillor Yake

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Administration and Finance Committee meeting held on May 9, 2016.*

**CARRIED**

011

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

**RESOLUTION 2016-235**

Moved by: Councillor Yake

Seconded by: Councillor Burke

*WHEREAS the province has implemented a ban on door-to-door sales for electricity and natural gas contracts by passing the Strengthening Consumer Protection and Electricity System Oversight Act, 2015;*

*AND WHEREAS Ontarians over the last twelve months continue to experience unsolicited, aggressive and misleading sales tactics at their door from companies seeking to sell home energy products, despite this provincial legislation;*

*AND WHEREAS the door to door agents acting on behalf of these companies misrepresent their purpose and/or identity, often posing as utility inspectors and government agents needing to gain access to the homes of Ontarians;*

*AND WHEREAS people across Ontario, and in particular vulnerable Wellington North residents, have been targeted by these door to door misrepresentations and misleading sales tactics;*

*BE IT RESOLVED THAT the that Council of the Township of Wellington North move to:*

- 1. Urge the Provincial Government to ban all door-to-door sales in the home services sector (more specifically the sale or lease of HVAC equipment, water heaters, water filtration systems and other related home energy products and services by door-to-door sales agents) as soon as possible;*
- 2. Forward a copy of this resolution to all municipalities in Ontario asking for support by passing a similar resolution and forwarding to their MPP;*
- 3. Forward a copy of this resolution to MPP Ted Arnott and MPP Randy Pettapiece.*
- 4. Forward a copy of this resolution to the Ontario Legislature.*

**CARRIED**

**RESOLUTION 2016-236**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT as a condition of severance in Wellington North, payment of cash in lieu for parkland dedication fee is a condition imposed by Council;*

*AND WHEREAS parkland dedication fees are meant to fund growth and repairs to existing parks, arenas, community centres and recreational venues in a municipality based on growth from development applications.*

*BE IT RESOLVED THAT the Council of the Township of Wellington North not waive cash in lieu of parkland dedication fees for Consent B109-15*

**CARRIED**

Cheque Distribution Report dated May 11, 2016

**RESOLUTION 2016-237**

Moved by: Councillor Hern

Seconded by: Councillor Yake

012

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

*THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated May 11, 2016.*

**CARRIED**

**CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION**

Association of Municipalities Ontario

- Request for donations for Fort McMurray

**RESOLUTION 2016-238**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*WHEREAS AMO (Association of Municipalities of Ontario) is challenging all of its member municipalities to donate towards support for the Fort McMurray Disaster fund;*

*THEREFORE be it resolved that the Council of the Corporation of the Township of Wellington North contribute \$1,000.00 towards the Fort McMurray Disaster fund.*

**CARRIED**

**BY-LAWS**

**RESOLUTION 2016-239**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT By-law Number 040-16 being a by-law to amend By-law 038-16, being a by-law to establish the fees and charges for recreation services provided by the municipality be read a First, Second and Third time and finally passed.*

**CARRIED**

**RESOLUTION 2016-240**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT By-law Number 041-16 being a by-law to set the rates for 2016 Taxation and to provide for the collection thereof be read a First, Second and Third time and finally passed.*

**CARRIED**

**RESOLUTION 2016-241**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT By-law Number 042-16 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North be read a First, Second and Third time and finally passed (Pt. Park Lot 9, South of Queen St., Pt. Lot 8, James Ellis Survey – Hummel)*

**CARRIED**



013

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

**RESOLUTION 2016-242**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT By-law Number 043-16 being a by-law to amend Zoning By-law Number 66-01 being the Zoning By-law for the Township of Wellington North be deferred. (Main Street and Mount Forest Drive, Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (geographic Township of Egremont)- Canadian Tire)*

**CARRIED**

**RESOLUTION 2016-243**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT By-law Number 044-16 being a by-law to authorize the execution of a Fire Protection Agreement between the Municipality of West Grey and the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed.*

**CARRIED**

**ITEMS FOR COUNCIL'S INFORMATION**

AMO Watchfile

- April 28, 2016
- May 5, 2016

Maitland Valley Conservation Authority

- Minutes, Board of Directors Meeting #3/16, March 16, 2016
- Minutes, Maitland Source Protection Authority Meeting #2/15, May 20, 2015

Saugeen, Grey Sauble, Northern Bruce Peninsula Drinking Water Source Protection Committee

- Minutes, Source Protection Committee meeting, January 29, 2016

Wellington North Power Inc.

- Quarterly Update – Quarter 1: Period Ending March 31<sup>st</sup>, 2016

County of Wellington

- Notice of Decision with respect to Official Plan Amendment, File No. OP-2015-06, Concession 1, Part Division 3, Lot 23, Part Lot 33, (Egremont) RP 60R-1826, Pts 1, 2 & 3, 1 Mount Forest Drive

014

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

**RESOLUTION 2016-244**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Items for Council's Information as listed in the May 16 2016 Regular Council Meeting Agenda.*

**CARRIED**

**NOTICE OF MOTION**

None

**ANNOUNCEMENTS**

Councillor Burke announced that the 2<sup>nd</sup> Annual Fire Chief's Gala will be held on June 9, 2016. This year's benefactor will be the Louise Marshall Hospital Foundation to aid in the purchase of equipment. Councillor Yake added that the Gala is a good event and the money will be donated to a worthy cause.

Michael Givens, CAO, announced that Marco Guiodotti has started his position of Fire Prevention Officer.

Mayor Lennox announced the following

- Green Legacy tree distribution day raised \$993.10 to be divided between the two Horticultural Societies
- Thanked Council and Staff for handling the many calls they have been handling and their commitment to making Wellington North a better place.

Linda Redmond, Senior Planner, introduced Elizabeth Martelluzzi, Junior Planner.

**CONFIRMING BY-LAW**

**RESOLUTION 2016-245**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT By-law Number 045-16 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 May 16, 2016 be read a First, Second and Third time and finally passed.*

**CARRIED**

015

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, MAY 16, 2016 – FOLLOWING PUBLIC MEETING (7:15 P.M.)**

**ADJOURNMENT**

**RESOLUTION 2016-246**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Regular Council meeting of May 16, 2016 be adjourned at 8:42 p.m.*

**CARRIED**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# MUNICIPAL SUPPORT FOR 2016!!



Your municipality is in the County Showcase Tent

- zip line, activities, County Hospitality and more!

Cash sponsorship opportunities exist; Ross Wilkie ([wlikier@wightman.ca](mailto:wlikier@wightman.ca))

Also IPM 2016 would really appreciate:

1. Volunteers During the Match ([volunteeripm2016@gmail.com](mailto:volunteeripm2016@gmail.com))
2. Employee Crews for Setup or Labour ([tentedcityrvpark@ipm2016.com](mailto:tentedcityrvpark@ipm2016.com))
3. Picnic Tables, Equipment, etc. ([tentedcityrvpark@ipm2016.com](mailto:tentedcityrvpark@ipm2016.com))
4. Your support to potential sponsors and exhibitors ([Cathy@plowingmatch.org](http://Cathy@plowingmatch.org))
5. Directional signs on municipal signs.
6. Attend! Buy Souvenirs! Have fun!

## REQUEST OF COUNCIL –

To cancel the 2016 Brush and Yard Waste Program, return to the 6 monthly curb side pickups the last Thursday of each month from April to September, to provide a proper drop off place for brush and yard waste in Mount Forest, designating separate places for brush and for yard waste, proper signage listing what can and cannot be dropped off, amount of fines for abuse and surveillance cameras.

A handwritten signature in black ink, appearing to read "Cheryl Edwards". The signature is fluid and cursive, with a large initial "C" and "E".

Cheryl Edwards



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[www.wellington-north.com](http://www.wellington-north.com)

RECEIVED

JUN - 1 2016

TWP. OF WELLINGTON NORTH 519.848.3620

1.866.848.3620 519.848.3228

018

Plan to  
Simply Explore  
[www.simplyexplore.ca](http://www.simplyexplore.ca)

**Delegation Request Form**

Name of Delegate(s) Randy Bye

Attending as an individual OR  Representing a group/organization/business

Name of Group/Organization/Business Bye Construction

**Contact Information**

Mail: n/a

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Type of Meeting**

Council OR  Committee (specify which committee) \_\_\_\_\_

Date of Meeting June 6/16

Subject Matter (submit your complete delegation submission with this form)

Side Sidewalks

**Recommendation/Request of Council** ( what action you would like the Township of Wellington North to take with respect to your matter-use a separate page if required)

TAKE INTO CONSIDERATION WHAT'S DISCUSSED

SIGNATURE: [Signature]

**Notice of Collection/Use/Disclosure:** All information submitted in support of meetings of Council/Planning Committee is collected in accordance with the Municipal Act, 2001, s. 8 and 239 (1) and may be used in deliberations, and disclosed in full, including email, names, and addresses on agendas and to persons requesting access to records of Council/Planning Committee. All information submitted to the Municipality is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office (519) 848-3620.



## **PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH**

Prepared by the County of Wellington Planning and Development Department

**DATE:** May 30, 2016  
**TO:** Mike Givens, C.A.O.  
 Township of Wellington North  
**FROM:** Linda Redmond, Senior Planner  
 County of Wellington  
**SUBJECT:** **Canadian Tire  
 Mount Forest  
 Zoning By-law Amendment**

Please find attached the amending by-law to rezone the above subject lands to allow a retail store (Canadian Tire). Official Plan Amendment No. 101 for the commercial use was approved by the County of Wellington Council on April 28, 2016 (attached). We can now move forward and approve the rezoning. The draft by-law proposes to change the zoning of the subject lands from site specific Industrial (M1-1) to Commercial exception (C2-55). The exception is in place to address the following deficiencies as requested by the applicant and confirmed during site plan review:

- 1 A rear yard setback of 3m whereas 7.6m is required to the main building;
- 2 A reduction in the rear and exterior side yard setback for the fenced compound area (outside storage) of 3m, whereas, 7.6m is required;
- 3 To recognize the 4 parking spaces within the horse and buggy shelter as required parking.

The amending by-law is attached for Councils consideration. 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

A handwritten signature in cursive script, appearing to read 'L. Redmond'.

---

Linda Redmond  
 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 of The Planning Act, R.S.O. 1990, as amended

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

1. THAT Schedule "A" Map 3 to By-law 66-01 is amended by changing the zoning on lands described as Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (Egremont), as shown on Schedule "A" attached to and forming part of this By-law from:
  - **Industrial Exception (M1-1) to Highway Commercial Exception (C2-55)**
2. THAT Section 32, Exception Zone 2 – Mount Forest, is amended by the inclusion of the following new exception:

<b>32.55</b> Lot 32 and Part of Lot 33, Con 1, Part of Division 3	<b>C2-55</b>	<p>Notwithstanding Section 17.2.6 – required rear yard setback provisions – the minimum rear yard setback may be 3.0m (9.8ft). to the main building.</p> <p>Notwithstanding Section 6.26 a) – outdoor storage provisions – the outdoor compound area located in the northerly rear yard and easterly exterior side yard may be located within the required yards and shall have a setback of 3m.</p> <p>Notwithstanding Section 6.27.8 – Parking – the 4 parking spaces provided within the horse and buggy area will be considered required parking and will form part of the required parking calculation.</p>
--	--------------	--

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 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 \_\_\_\_\_, 2016

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

\_\_\_\_\_.

\_\_\_\_\_.

MAYOR

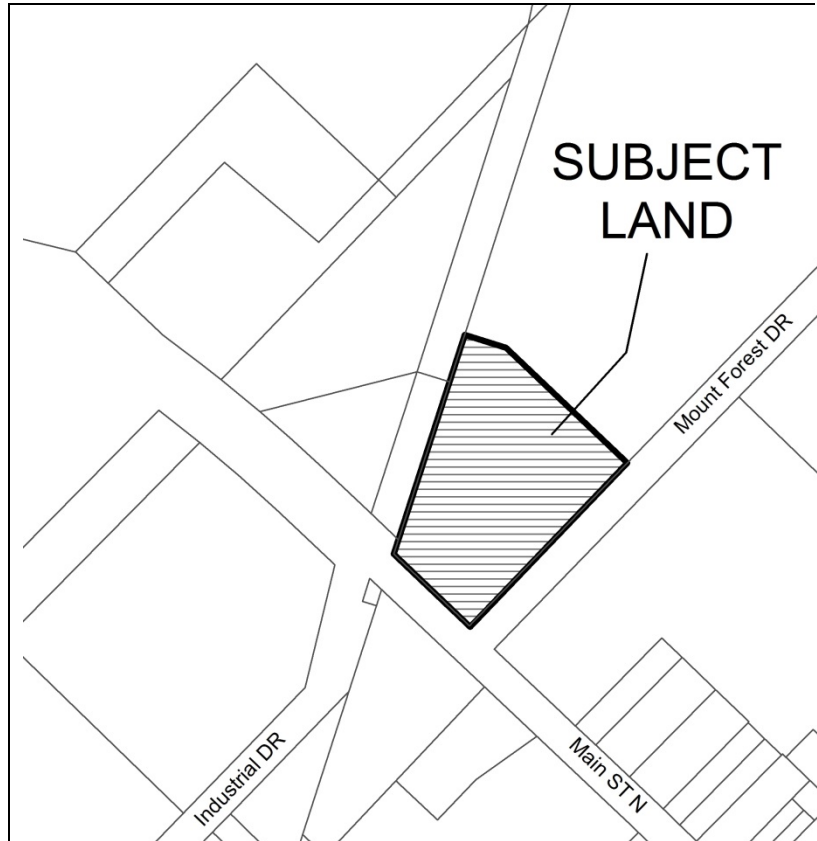
CLERK



THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO \_\_\_\_\_.

Schedule "A"



Rezoned from Industrial Exception (M1-1) to Highway Commercial Exception (C2-55)

Passed this \_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_.

MAYOR

\_\_\_\_\_.

CLERK

**EXPLANATORY NOTE****BY-LAW NUMBER \_\_\_\_\_.**

**THE LOCATION** being rezoned fronts on Main Street and Mount Forest Drive (Mount Forest) and is legally described as Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (geographic township of Egremont). The property is located in the northerly part of Mount Forest Urban Centre and is approximately 1.28 ha (3.18 ac) in size.

**THE PURPOSE AND EFFECT** of the proposed amendment is to change the zoning of the subject lands from site specific Industrial (M1-1) to Commercial exception (C2-55) to allow a retail establishment. The exception is in place to address the following deficiencies as requested by the applicant and confirmed during site plan review

- 1 A rear yard setback of 3m whereas 7.6m is required to the main building;
- 2 A reduction in the rear and exterior side yard setback for the fenced compound area (outside storage) of 3m, whereas, 7.6m is required;
- 3 To recognize the 4 parking spaces within the horse and buggy shelter as required parking.



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 6, 2016**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2016-031 REPORT TO CONSIDER A PETITION FOR  
MUNICIPAL DRAIN (EDEN)**

**RECOMMENDATION**

**THAT** Report CLK 2016-031 being a report regarding a petition for drainage works under the Drainage Act on Lot 34, E OSR, be received;

**AND FURTHER THAT** Council of the Township of Wellington North approves the request for a municipal drain;

**AND FURTHER THAT** Council appoints K. Smart & Associates Limited as the engineer and directs them to prepare a preliminary report and if an environmental appraisal is required, instructs the Engineer to prepare a preliminary report pursuant to the *Drainage Act*.

OR

**THAT** CLK Report 2016-031 being a report regarding a petition for drainage works by owners for new drainage works under the *Drainage Act* on Lot 34, E OSR, be received;

**AND FURTHER THAT** Council of the Township of Wellington North not approve the request for a municipal drain.

**AND FURTHER THAT** Council directs the Clerk to notify the petitioners of Council's decision, pursuant to the *Drainage Act*.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

N/A

<b>BACKGROUND</b>
-------------------

On May 16, 2016 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on Lot 34, E OSR, attached as Schedule "A".

The work required is to provide a drainage outlet west across Highway 6. The estimated project length is 500 feet and the soils in the area are described as clay loam.

Under the Act, where a petition has been filed, the council shall consider the petition and shall, within thirty days after the filing of the petition, notify the petitioners as follows:

- if Council decides not to proceed with the drainage works, send notice of its decision to each petitioner; or
- if Council does decide to proceed with the drainage works, send notice of the petition and of its decision to each petitioner, the clerk of each local municipality that may be affected, and the conservation authority that has jurisdiction over any lands in the area or, if no such conservation authority exists, the Minister of Natural Resources.

The Township Drainage Superintendent believes the petition is satisfactory; however that determination is a duty of the Engineer/Surveyor appointed by the municipality. The Drainage Superintendent recommends that Council appoint an Engineer further to Section 5 of the Drainage Act., after which the Engineer will then convene a site meeting as part of their duties under Section 9 of the Act to determine petition validity, nature and extent of work requested, drain name or number etc.

<b>FINANCIAL CONSIDERATIONS</b>
---------------------------------

There are no financial implications as a result of this report. The cost of the engineer's report will be borne by the petitioners.

<b>STRATEGIC PLAN</b>
-----------------------

Do the report's recommendations advance the Strategy's implementation?

Yes

No

N/A

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Karren Wallace, Clerk</i>	<i>Michael Givens, CAO</i>
<b>KARREN WALLACE, CLERK</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>



Ministry of Agriculture,  
Food and Rural Affairs

**Petition for Drainage Works by Owners  
Form 1**

*Drainage Act, R.S.O. 1990, c. D.17, clause 4(1)(a) or (b)*

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the TOWNSHIP of WELLINGTON NORTH

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

NORTH WEST CORNER OF LOT 34 ECSR (ROLL NUMBER 23 49-000-007-06000-0000) REQUIRES TILE DRAINAGE OUTLET ACROSS HWY 6 TOWARDS THE WEST. (SEE ATTACHED MAP)

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

**Purpose of the Petition** (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) <u>EDEN</u>	(First Name) <u>BRUCE</u>	Telephone Number <u>519-848-2785 ext.</u>
---	------------------------------	--

Address	
Road/Street Number <u>8580</u>	Road/Street Name <u>WELLINGTON COUNTY RD #14 RR #2 ARTHUR NOG-1A0</u>

Location of Project			
Lot <u>34</u>	Concession <u>ECSR</u>	Municipality <u>WELLINGTON NORTH</u>	Former Municipality (if applicable) <u>ARTHUR</u>

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

OBTAIN (TILE) DRAINAGE OUTLET ACROSS MTO HWY #6  
Name of watercourse (if known)

Estimated length of project  
500'

General description of soils in the area  
CLAY LOAM

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this 16 day of May, 2016

Name of Clerk (Last, first name) <u>WALLACE, Karren</u>	Signature <u>Karren Wallace</u>
--	------------------------------------

**Property Owners Signing The Petition** Page 2 of 2

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number	Property Description
8561	HWY 6 Divs 1 TO 3 PT LOT 34 EOSR
Ward or Geographic Township	Parcel Roll Number
WELLINGTON NORTH	23 49-000-007-06000-0000

I hereby petition for drainage for the land described and acknowledge my financial obligations.

**Ownership**

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
EDEN, BRUCE	Bruce	2016/05/16

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation. Date (yyyy/mm/dd)
Position Title	

Number	Property Description
Ward or Geographic Township	Parcel Roll Number

I hereby petition for drainage for the land described and acknowledge my financial obligations.

**Ownership**

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation. Date (yyyy/mm/dd)
Position Title	

Check here if additional sheets are attached Clerk initial *mw*

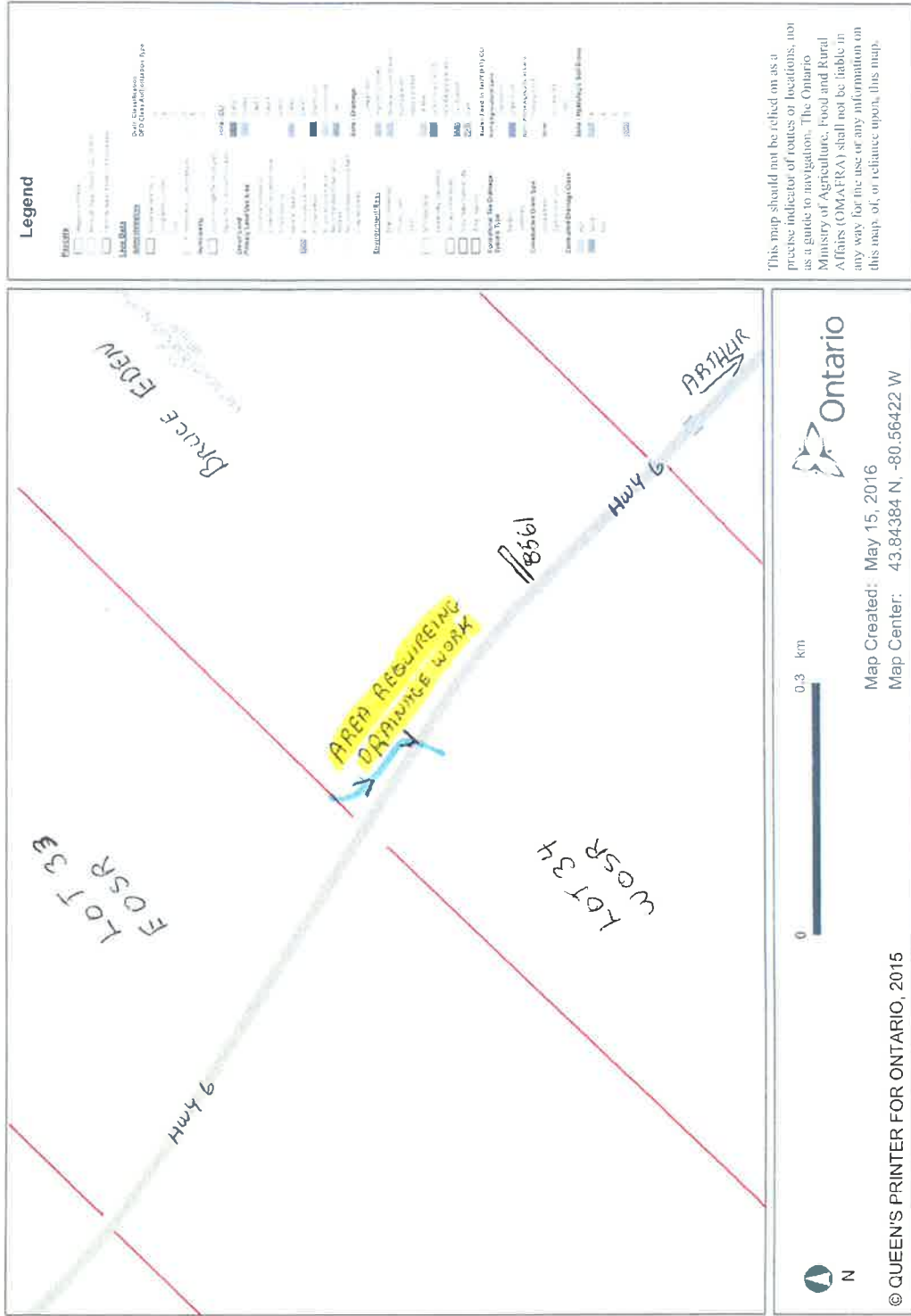
**Petitioners become financially responsible as soon as they sign a petition.**

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

**Notice of Collection of Personal Information**

Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D.17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.





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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 6, 2016**

**FROM: MICHAEL GIVENS, CAO**

**SUBJECT: REPORT CAO 2016-013 WELLINGTON NORTH POWER BOARD  
DIRECTOR APPOINTMENTS (2)**

#### **RECOMMENDATION**

**THAT** Report CAO 2016-013 being a report on Wellington North Power (WNP) Board of Director Appointments be received for information;

**AND FURTHER THAT** the Council of the Corporation of Township of Wellington North, as the primary shareholder of Wellington North Power Inc. (WNP), appoint the following representatives to the Board of Directors of WNP:

- Paul Smith
- Mark Hillis

**AND FURTHER THAT** the appointments shall be in force July 1, 2016 and effective for a four year term ending June 30, 2020.

#### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

- April 4, 2016-CAO 2016-007 Report to Council-WNP Director Appointments
- April 20, 2015-CAO 2015-10 Wellington North Power Board Shareholder Representation
- December 17, 2014-CAO 2014-30 Wellington North Power-Board Member Appointment



<b>BACKGROUND</b>
-------------------

At the direction of Council, the Recruitment Committee consisting of Mayor Lennox, Councillor Yake, WNP CAO Richard Bucknall and myself undertook a process to fill two positions on the Wellington North Power (WNP) Board of Directors.

Recruitment advertisements were placed locally and via social media. Consequently, five candidates expressed interest in the position. The Recruitment Committee conducted an interview with each candidate.

As a result of the interviews, the Recruitment Committee unanimously agreed that Paul Smith and Mark Hillis were the strongest candidates and best suited for appointment to the WNP board.

Mr. Hillis is currently the Vice President of Business Development Canada for Molok North American Ltd. Mr. Hillis has several years of senior management experience in both the private and public sectors.

Mr. Smith is currently the General Manager of All Treat Farms Limited. Mr. Smith also holds a CPA designation and has a number of years experience in senior financial management positions.

Assuming Council accepts the recommendation of the Recruitment Committee, the table below represents the configuration of the Wellington North Power (WNP) Board of Directors:

<b>Director</b>	<b>Date Appointed</b>	<b>Term End</b>	
Alan Rawlins	Jan. 1, 2008	Dec. 31, 2017	Community Representative
Mark Hillis	July 1, 2016	June 30, 2020	Community Representative
Paul Smith	July 1, 2016	June 30, 2020	Community Representative
Richard Bucknall	Apr. 27, 2015	November 30, 2018	Corporation of WNP
Andy Lennox	Apr. 27, 2015	November 30, 2018	Municipal Representative
Dan Yake	Apr. 27, 2015	November 30, 2018	Municipal Representative
Michael Givens	Apr. 27, 2015	November 30, 2018	Municipal Representative

**Notes-**

1. In 2013, the Township authorized the extension of Board member terms from 2 to 4 years.
2. In 2015, the current composite of the Board was established via Township Council resolution on April 27, 2015.
3. The terms on the Board for the Mayor, CAOs and Councillor coincide with municipal council terms.

**FINANCIAL CONSIDERATIONS**

The Township incurred minimal costs related to placing recruitment advertisements.

**STRATEGIC PLAN**

Do the report's recommendations advance the Strategy's implementation?

- X Yes                                       No                                       N/A

Which pillars does this report support?

- Community Growth Plan                                       Community Service Review
- Human Resource Plan                                       Corporate Communication Plan
- Brand and Identity                                       Positive Healthy Work Environment
- X Strategic Partnerships

The Township as the primary shareholder has a responsibility to undertake certain fundamental activities for WNP including appointment of Board of Director members via resolution.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
---------------------	------------------------

*Michael Givens*

*Michael Givens, CAO*

<b>MICHAEL GIVENS CAO</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>
-------------------------------	--



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031

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[www.simplyexplore.ca](http://www.simplyexplore.ca)

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 6, 2016**

**FROM: MICHAEL GIVENS, CAO**

**SUBJECT: REPORT CAO 2016-014 STRATEGIC PLAN STATUS UPDATE**

**RECOMMENDATION**

**THAT** Report CAO 2016-014 being a status update report on the Township of Wellington North Strategic Plan be received for information.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

- January 11, 2016-Report CAO 2016-003/CLK 2016-001 Strategic Plan-Committee Structure Alignment
- December 21, 2015-CAO 2015-034 Being An Update On The Township Strategic Plan
- July 13, 2015-CAO 2015-18 Report to Council-Strategic Planning-Council Approval
- May 11, 2015-CAO 2015-12 Report to Council-Strategic Planning

<b>BACKGROUND</b>
-------------------

On July 13, 2015 Council approved in principle the Township of Wellington North Strategic Plan 2015-2018. The plan established the Township Mission and Vision.

***MISSION – WHO WE ARE TODAY***

**The Township of Wellington North is a team of dedicated volunteers, elected officials and professional staff who are committed to providing high quality service(s) and information to property owners, residents and visitors in order to generate high levels of community pride and happiness**

***VISION – OUR DESIRED FUTURE***

**The Township of Wellington North will continually strive to provide the best service(s) possible, within the available resource base, with a focus on proactively identifying and meeting key community needs, investing in our team, and communicating broadly with property owners, residents, employees and visitors**

Township staff and Council have taken many steps to implement many the key priorities that were identified in the plan. Appendix A to this report provides an update.

<b>FINANCIAL CONSIDERATIONS</b>
---------------------------------

Implementation of key priorities .

<b>STRATEGIC PLAN</b>
-----------------------

Do the report's recommendations advance the Strategy's implementation?

X Yes

No

N/A

Which pillars does this report support?

Community Growth Plan

Community Service Review

Human Resource Plan

Corporate Communication Plan

- Brand and Identity
- Strategic Partnerships

- Positive Healthy Work Environment

The Township as the primary shareholder has a responsibility to undertake certain fundamental activities for WNP including appointment of Board of Director members via resolution.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
---------------------	------------------------

*Michael Givens*

*Michael Givens, CAO*

<b>MICHAEL GIVENS CAO</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>
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## Appendix A

### Strategic Plan 2015 – 2018 -Key Strategic Priorities Update

KEY INITIATIVE	DESCRIPTION	ACTIONS TAKEN
<b>Community Growth Plan</b>	Assemble a task force to provide Council with advice on how to develop a near term, medium term and long-term Community Growth Plan that addresses the projected 40% population growth and the growth in the employment base.	<ul style="list-style-type: none"> <li>• Municipal Development Forum (Developers Forum)</li> <li>• Environmental Assessment process related to the Arthur Waste Water Treatment plant and creation of capacity continues</li> <li>• Continuing efforts with GRCA on exploring rerating of the existing Arthur Waste Water Treatment plant</li> <li>• Wellington North Population, Household, Employment Growth (2016 – 2041)</li> </ul>
<b>Human Resource Plan</b>	Develop a comprehensive Human Resource Plan that will advance the Township into an employer of choice.	<ul style="list-style-type: none"> <li>• Development of a job description for a human resources position</li> <li>• Discussion regarding a shared service human resource position</li> <li>• Development of a Request for Proposal-Pay Equity/Compensation Review/Job Description updates</li> <li>• Introduction of an Employee</li> </ul>

## Appendix A

### Strategic Plan 2015 – 2018 -Key Strategic Priorities Update

		Assistance Program with our benefit provider
<b>Brand and Identity</b>	Develop a consistent Brand and Identity for the Township, Staff and Council.	<ul style="list-style-type: none"> <li>• Township issued clothing for staff and Council</li> <li>• Correspondence and reports, PowerPoint decks, forms and policies are consistent and include Township logo</li> <li>• Standardizing vehicle colours and logos on township vehicles</li> </ul>
<b>Strategic Partnerships</b>	Explore new Strategic Partnerships where additional resources can be accessed in order to meet service needs.	<ul style="list-style-type: none"> <li>• Mount Forest Pool-MF Lions</li> <li>• Arthur Splash pad-AV Optimist</li> <li>• School Within A Factory (SWAF)-Upper Grand District School Board, Town Of Minto</li> <li>• Butter Tarts and Buggies</li> <li>• Wellington County OPP</li> <li>• MP/MPP increased focus on Provincial/Federal Initiatives on how they tie to Township initiatives</li> <li>• Youth Action Council</li> <li>• Renew Northern Wellington</li> <li>• Jobs &amp; Housing Portal</li> <li>• Taste Real</li> <li>• Wellington North Farmers'</li> </ul>

## Appendix A

### Strategic Plan 2015 – 2018 -Key Strategic Priorities Update

		<p>Market</p> <ul style="list-style-type: none"> <li>• Municipal Solar Program – partnership with Arntjen Solar</li> </ul>
<b>Community Service Review</b>	Conduct a Township wide Community Service Review.	<ul style="list-style-type: none"> <li>• Brush/yard waste service review</li> <li>• Open air burning by-law review</li> <li>• Canine control service provider</li> <li>• Open forums-Environmental Assessment Public Information Centre, Rick Hopkins Bridge Project, Eliza Street</li> </ul>
<b>Corporate Communication Plan</b>	Create a Corporate Communication Strategy focusing on consistent professional information sharing.	<ul style="list-style-type: none"> <li>• Development of a Communications Plan</li> <li>• Continued focus on utilizing the Township website as a primary forum for communication</li> <li>• Wellington North Fire Service Communiqué</li> <li>• Bill inserts with WNP billing</li> <li>• Regular email updates from CAO to Council</li> <li>• Weekly updates from the front line</li> <li>• 1 pm News Sponsorship on 88.7 The River</li> </ul>
<b>Positive Healthy Work Environment</b>	Promote a positive and healthy work atmosphere that fully engages staff.	<ul style="list-style-type: none"> <li>• Earth Day event</li> <li>• Monthly Senior Management</li> </ul>



## Appendix A

### Strategic Plan 2015 – 2018 -Key Strategic Priorities Update

Team meetings

- Inclusive training/information sessions with all departments
- Council hosted luncheon
- Staff luncheons on special occasions



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519.848.3620

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 6, 2016**

**FROM: MATTHEW ASTON, DIRECTOR OF PUBLIC WORKS**

**SUBJECT: REPORT PW 2016-040 BEING A REPORT ON THE  
CST. RICK HOPKINS BRIDGE REHABILITATION PROJECT**

### **RECOMMENDATION**

**THAT** Report PW 2016-040 being a report on the Cst. Rick Hopkins Bridge rehabilitation project be received for information.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Report PW 2016-024 being a report on the rehabilitation of the Rick Hopkins Bridge in Mount Forest.

Report PW 2016-017 being a report on pedestrian access to the Rick Hopkins Bridge during summer 2016 construction.

Report PW 2016-032 / Report TR 2016-002 being a report on the Rick Hopkins Bridge rehabilitation project.

Report PW 2016-039 being a report on the Cst. Rick Hopkins Bridge rehabilitation project.

### **BACKGROUND**

The rehabilitation work associated with the Cst Rick Hopkins Bridge commenced Monday, May 16<sup>th</sup> and is on-going. To date McLean-Taylor has removed the surface

asphalt from the deck and started removing the east-side railing and associated structural components.

Since May 24<sup>th</sup> Public Works Committee the following additional actions have been taken to improve the detour routes for this project:

1. Additional "BRIDGE OUT" sign immediately south of the drive-thru exit to Tim Horton's to ensure non-local or non-business traffic follows D2 detour signage. This change is to reduce traffic flow on Parkside Drive.
2. Additional "D2 Detour Notification" sign for south-bound traffic approaching the Highway 6 & Highway 89 intersection. This will provide additional D2 detour awareness for downtown traffic.
3. Additional green "Truck Route" and arrow sign on Highway 6 south of Sideroad 3W to try to ensure more truck traffic uses truck detour.
4. MTO's Ontario 511 website's "Road Closures" listing ([http://www.mto.gov.on.ca/english/traveller/trip/road\\_closures.shtml](http://www.mto.gov.on.ca/english/traveller/trip/road_closures.shtml)) has been updated to include Highway 6.

### FINANCIAL CONSIDERATIONS

The additional McLean-Taylor cost for signage changes since May 16th is approximately \$3,500 plus applicable taxes. Contract administration cost and Township staff time would be in addition to the McLean-Taylor cost.

### STRATEGIC PLAN

Do the report's recommendations advance the Strategy's implementation?

X Yes

No

N/A

Which pillars does this report support?

x Community Growth Plan

Human Resource Plan

Brand and Identity

Strategic Partnerships

Community Service Review

Corporate Communication Plan

Positive Healthy Work Environment

Critical infrastructure are the back-bone to community growth.

**PREPARED BY:**

**RECOMMENDED BY:**

*Matthew Aston*

*Michael Givens, CAO*

**MATTHEW ASTON  
DIRECTOR OF PUBLIC WORKS**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



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040

Plan to  
Simply Explore.  
[www.simplyexplore.ca](http://www.simplyexplore.ca)

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JUNE 6, 2016**

**FROM: KIMBERLY HENDERSON, TREASURER**

**SUBJECT: REPORT TR2016-005 BEING A REPORT ON Canada 150  
Community Infrastructure Program Intake Two**

**THAT** Report TR2016-005 being a report on Canada 150 Community Infrastructure Program Intake Two (CIP 150) be received;

**AND FURTHER THAT** the Council of the Township of Wellington North authorize and approve submitting an application under (CIP 150) for the following three (3) projects:

1. Rehabilitation of Mount Forest Kinsmen Park
2. Kenilworth Accommodation Review Renovation
3. Mount Forest Fire Station Renovation

**AND FURTHER** that the Treasurer be directed to submit the three applications on or before June 24, 2016.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

TREASURER'S REPORT TR2015-09 Canada 150 Community Infrastructure Program

**BACKGROUND**

In the Budget 2016, the Government of Canada committed an additional \$150 million over two years to renovate, expand or improve existing community and cultural infrastructure, including projects that support the Government's priorities to promote a clean growth economy. CIP 150 will make important investments in projects that renovate, expand and improve existing public infrastructure assets.

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) is responsible for delivering an additional \$44.4 million over two years to CIP 150

projects in southern Ontario. Projects that include efficiency improvements, retrofits, installation of clean, green or sustainable technologies or improve natural amenities such as parks, trails and other outdoor recreational assets may be given priority.

Application deadline is June 24, 2016. Eligible recipients may receive a non-repayable contribution of up to 50 percent of total eligible project costs of an infrastructure project, however priority may be given to those projects that require a federal contribution of only 33.3 percent and to smaller-scoped projects to ensure projects can be completed within the required timeframes and to ensure that the program benefits are shared broadly.

All projects are required to begin and have substantially completed construction prior to March 31, 2018. Based on the consideration that smaller scoped projects and projects that are construction-ready may receive priority, it is recommended applications be submitted for the following three projects:

4. Rehabilitation of Mount Forest Kinsmen Park
5. Kenilworth Accommodation Review Renovation
6. Mount Forest Fire Station Renovation

Projects will be focused on energy efficiency, accessibility and clean growth economy.

The Kenilworth Accommodation Review Renovation and the Mount Forest Fire Station Renovation projects have been approved by Council and are included in the Township's 2016 Capital program. The Township submitted an application for the Rehabilitation of Mount Forest Kinsmen Ball Park during the June 2015 CIP 150 intake, but was an unsuccessful application at that time.

## FINANCIAL CONSIDERATIONS

The CIP 150 funding program provides recipients with a non-repayable contribution of up to 50% of total eligible project costs. Following are potential grant contributions for each project:

- |  |           |
|--|-----------|
| 1. Rehabilitation of Mount Forest Kinsmen Park | \$ 27,750 |
| 2. Kenilworth Accommodation Review Renovation  | \$131,750 |
| 3. Mount Forest Fire Station Renovation        | \$ 34,850 |

Consideration will be given by staff to request less than the 50% as that may make the applications more favourably received.

**STRATEGIC PLAN**

Do the report’s recommendations advance the Strategy’s implementation?

- X Yes
- No
- N/A

Which pillars does this report support?

- X Community Growth Plan
- Human Resource Plan
- Brand and Identity
- Strategic Partnerships
- Community Service Review
- Corporate Communication Plan
- Positive Healthy Work Environment

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
---------------------	------------------------

*Kimberly Henderson*

*Michael Givens, CAO*

<b>KIMBERLY HENDERSON TREASURER</b>	<b>MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER</b>
---	--

**TOWNSHIP OF WELLINGTON NORTH**  
**ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES**

Wednesday, May 18, 2016 – 4:30 pm  
 Council Chamber, Kenilworth

**Members Present:**

Chair Councillor Lisa Hern  
 Councillor Sherry Burke  
 Mayor Andy Lennox  
 Tim Boggs  
 Shawn McLeod  
 Al Rawlins

**Staff:**

April Marshall, Tourism, Marketing & Promotion Manager  
 Dale Small, Economic Development Officer  
 Michelle Stone, Recording Secretary

**Absent:**

Councillor Steve McCabe  
 Jim Taylor  
 Stephen Dineen  
 Gerald (Shep) Shepetunko  
 Mike Givens, Chief Administrative Officer

**CALLING THE MEETING TO ORDER**

The meeting was called to order at 4:30 pm

**PASSING AND ACCEPTANCE OF AGENDA****RESOLUTION EDO 2016-014**

Moved By: Al Rawlins

Seconded By: Mayor Lennox

***THAT THE*** Agenda for the May 18, 2016 Economic Development Committee Meeting be accepted and passed.

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

None declared

**APPROVAL OF MINUTES****RESOLUTION EDO 2016-015**

Moved by: Al Rawlins

Seconded by: Mayor Lennox

***THAT THE*** Minutes of the Economic Development Committee Meeting held on April 20, 2016 be received.

**CARRIED**

**BUSINESS ARISING FROM MINUTES**

- Electric Vehicle Chargers Program
  - Wellington North Power confirmed their support of the program.
  - Locations will be reviewed as the County has received funding for a location in Arthur.

- Showcase Wellington North
  - 2016 Final Revenue & Expenses  
Overview of 2011 to 2016 averaging 5800 to 7000 – depends on sponsorship – this year cost 4000 – budget was 5000
  - 2017 Date and Display Booth Vendor Fee

### **RESOLUTION EDO 2016-016**

Moved by: Al Rawlins

Seconded by: Mayor Lennox

***THAT THE Economic Development Committee approve the 8<sup>th</sup> annual Wellington North Showcase to be held at the Mount Forest & District Sports Complex on March 27<sup>th</sup> and March 28<sup>th</sup>, 2017;***

***AND FURTHER THAT the Economic Development Committee approve the increase in vendor display fee from \$10.00 for a Bistro Table to \$15.00 and from \$30.00 for a Booth to \$35.00.***

**CARRIED**

### **NEW BUSINESS**

Report From the Chair:

Councillor Hern

Thanked Councillor Burke for great job as interim Chair.

Chamber Activities:

- Mount Forest Chamber:

April Marshall, Tourism, Marketing & Promotion Manager reported on the Mount Forest and District Chamber of Commerce Excellence Awards held a Pike Lake. Councillor Dan Yake was awarded Citizen of the Year; Carol and Mike Armstrong of Mount Forest Foodland received the Army Feairs Business Customer Service Award; Young's Home Hardware received the Corporate Citizen of the Year Award and David Carney received the Youth Citizen of the Year Award. Shawn McLeod mentioned the Chamber is reviewing parking issues on Main Street.

- Arthur Chamber:

Dale Small, Economic Development Officer attended the Arthur Chamber meeting and they are working on the downtown banners and communications. Concerns focused on Brush pick-up and Doctor Recruitment.

- Wellington North Cultural Roundtable:

Jim Taylor

April Marshall, Tourism, Marketing & Promotion Manager provided a brief update on the Committee's next steps.

### **DELEGATION**

- Trish Wake, Gabriella Ieropoli, Leslie Binnington & April Marshall  
Wellington North Youth Action Council

The Committee members introduced themselves and their roles to the committee. The delegation presented an overview of their roles, what the Youth Action Committee is, how the need for this was identified, their focus of youth led input and activities and their next steps moving forward.

They are focusing on youth ages 14 to 24 and the next meeting is on Thursday, May 26<sup>th</sup>, 2016 at 6:00 pm at the Mount Forest Library.

### **Economic Development Office**

April Marshall and Dale Small

- **Wellington North Youth Action Council**

Report EDO 2016-013

### **RESOLUTION EDO 2016-017**

Moved by: Al Rawlins

Seconded by: Mayors Lennox

***THAT THE Economic Development Committee receives report EDO-2016-13 Wellington North Youth Council for information.***

**CARRIED**



- **2015 BR + E Implementation Fund Final Report** Report EDO 2016-014  
**RESOLUTION EDO 2016-018**  
Moved by: Al Rawlins  
Seconded by: Mayor Lennox  
*THAT Report EDO-2016-14 being a report on the 2015 BR+E Implementation Fund be received;*  
*AND FURTHER THAT the Economic Development Committee directs the Economic Development Officer to prepare and dispatch a 2015 BR+E Implementation Fund Final Report to the County Economic Development Office as required under the terms of the program.*  
**CARRIED**
  
- **International Plowing Match** Report EDC 2016-015  
**RESOLUTION EDO 2016-019**  
 April Marshall, Tourism, Marketing & Promotion Manager summarized Wellington North's involvement and commitment to the International Plowing Match. This will include Council and staff support during the event.  
Moved by: Al Rawlins  
Seconded by: Mayor Lennox  
*THAT THE Economic Development Committee receives report EDO-2016-15 International Plowing Match 2016 for information;*  
*AND FURTHER THAT the Economic Development Committee support the direction of Wellington North's contribution to the Wellington County Showcase at the International Plowing Match 2016*  
*AND FURTHER THAT the Economic Development Committee recommend to the Council of the Township of Wellington North that they support the direction of Wellington North's contribution to the Wellington County Showcase at the International Plowing Match 2016*  
*AND FURTHER THAT the Economic Development Committee allocate \$5,000.00 from the EDC Budget to cover production of the living mural and associated materials and other event related expenses;*  
*AND FURTHER THAT the Economic Development Committee recommend to Council the purchase of a 50" Smart TV at a cost of \$1,500.00 to use at the event and future use in the municipal office.*  
**CARRIED**
  
- **Butter Tarts & Buggies** Report EDO-2016-016  
**RESOLUTION EDO 2016-020**  
Moved by: Al Rawlins  
Seconded by: Mayor Lennox  
*THAT THE Economic Development Committee receives report EDO-2016-16 Butter Tarts & Buggies: Explore the Simpler Life for information.*  
**CARRIED**
  
- Municipal Developers Forum** Verbal Update  
 Dale Small, Economic Development Officer gave a brief update on the event.

## **ANNOUNCEMENTS**

- Wellington North Farmers' Market: Fridays from 3:00pm - 6:30pm
- Northern Wellington Spring Rural Romp on Saturday May 28<sup>th</sup>
- Hawks Nest Event in Kincardine Tuesday, June 21<sup>st</sup> (Dragons Den based) Dr. Bob McFarlane from Mount Forest is one of the five "Hawks".

**MEMBER'S PRIVILEGE**

April Marshall, Tourism, Marketing & Promotion Manager announced that RENEW Northern Wellington has approved a new business for Mount Forest with two more in process.

Dale Small, Economic Development Officer announced that there will be a roundtable discussion on Tuesday May 31<sup>st</sup> with the larger manufacturers in the Township of Wellington North and Town of Minto on how they can participate in the Plowing Match to promote their business and employment opportunities.

**NEXT MEETING DATE**

- Tuesday, June 21<sup>st</sup>, 2016 (SEDC Hawks Nest Event in Kincardine)  
6:00 pm Social and 7:00 pm Start  
If you wish to attend please confirm with Dale or April by May 25<sup>th</sup> as we will be purchasing the tickets and arranging travel at that time.
- Saturday, June 25<sup>th</sup>, 2016 (Butter Tarts & Buggies FAM Tour)  
10am – 4pm

**ADJOURNMENT****RESOLUTION EDO 2016-021**

Moved by: Al Rawlins

Seconded by: Mayor Lennox

***THAT THE*** May 18, 2016 Economic Development Committee Meeting be adjourned at 5:50 p.m.

**CARRIED**

**TOWNSHIP OF WELLINGTON NORTH****CULTURAL ROUNDTABLE COMMITTEE MINUTES**

Thursday, May 19, 2016 - 12:00 pm  
Council Chambers, Kenilworth

**Members Present:** Acting Chair Linda Hruska  
Robert Macdonald – Arthur Agricultural Society, Arthur Historical Society  
Penny Renken, Mount Forest Archives  
Gary Pundsack  
Gail Donald – Arthur Historical Society  
Trish Wake, Mount Forest Community Animator/Chamber  
Karen Armstrong

**Staff Present:** April Marshall, Tourism, Marketing & Promotion Manager  
Michelle Stone, Recording Secretary

**Absent:** James Taylor  
Bonny McDougall - Arthur  
Dale Small, Economic Development Officer  
Councillor Dan Yake

**CALLING THE MEETING TO ORDER**

Acting Chair Linda Hruska called the meeting to order at 12:05 p.m.

**PASSING AND ACCEPTANCE OF AGENDA  
RESOLUTION WNCR 2016-015**

Moved: Penny Renken

Seconded: Robert Macdonald

***THAT THE*** Agenda for the May 19, 2016 Wellington North Cultural Roundtable Committee Meeting be accepted and passed.

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

None declared

**DELEGATIONS**

N/A

**MINUTES OF PREVIOUS MEETING  
RESOLUTION WNCR 2016-016**

Moved: Robert Macdonald

Seconded: Gary Pundsack

***THAT THE*** Cultural Roundtable Committee receive the minutes of the April 21, 2016 Cultural Roundtable meeting.

**Carried**

**BUSINESS ARISING FROM MINUTES**

- Budget Review  
2016 Revenue - \$6000.00 ED budget and Quality Homes Doors Open Sponsorship of \$500.00 (send Thank you to acknowledge contribution)  
Expenses: Doors Open = \$1526.40  
Volunteer Workshop = \$780.00  
Web posting = \$181.06  
Fireworks Festival Local Entertainment Sponsorship = \$750  
Total Expense to date = \$3,237.46  
Balance Remaining for 2016 = \$3,262.54  
The Committee discussed current year remaining budget and dollar allocations.

**NEW BUSINESS**

- Report from the Acting Chair Linda Hruska  
No report tabled
- Community Animator Update Trish Wake  
The Community Animator is currently exploring funding opportunities to continue the position. The original grant received was a “seed grant”.  
An application for a Trillium “grow” Grant has been submitted which includes the Community Animator Position’s Role expanding into Arthur and Southgate.
- Volunteer Workshop Series  
Pleased with participation of 24 at the first workshop. 90% have confirmed participation for all four workshops.
- Farmers Market – Opening day was Friday, May 13<sup>th</sup> with Public Health’s mascot “Freggie” on hand promoting Wellington North as the “Healthiest Place to Raise a Child,” Mayor Lennox was on hand and the first to sign the pledge. The Youth Action Council also participated in opening day. There will be a “Market Bucks” promotion again this year for the Farmers’ Market.
- Doors Open Ontario – we have a good base for participation but can accommodate more. Next step will be the marketing of Doors Open and any input is welcome.
- Heritage Buildings & Places Sub Committee Report  
Robert Macdonald reviewed report and presented motion to Committee to approve.  
The bus trip scheduled for the tour of the Blacksmith Shop is almost full. The Mount Forest Museum & Archives have an existing list to contribute. John Walsh’s books were also noted as a good starting point for Arthur properties.
- Working Groups Breakout
  - Communications
  - Oral Story Telling Action Group
  - Heritage / Historic and Building Action Group

**MOTIONS FOR COMMITTEE APPROVAL****RESOLUTION WNCR 2016-017**

Moved: Penny Renken

Seconded: Robert Macdonald

***THAT THE Wellington North Cultural Roundtable approve the Heritage Buildings & Places Sub Committee report and recommended next step of developing the list of “Category 3” properties (urban and rural).***

**CARRIED**

**ANNOUNCEMENTS**

- Northern Wellington Spring Rural Romp, Saturday, May 28<sup>th</sup> / Butter Tarts & Buggies Launch
- Butter Tarts & Buggies Familiarization Tour Saturday, June 25<sup>th</sup>, 2016
- Wellington North Farmers' Market, Friday afternoons from 3 to 6:30 pm at the Victory Community Centre on King Street East in Mount Forest
- Mount Forest Legion Mural Dedication Ceremony, Saturday, June 4<sup>th</sup> at 11am at the Mount Forest Legion
- Saturday, October 1 at 1:30pm the Wellington County Historical Society will conduct a "Walking Tour" of historical building in downtown Arthur

**MEMBERS PRIVILEGE**

- Gail Donald - Arthur & Area Historical Society meeting on Tuesday, May 24<sup>th</sup> at 146 George Street in Arthur with a guest speaker from Green Legacy.
- "Blooming Ceremony" was held on May 10<sup>th</sup> in Arthur at the Cenotaph
- "Ag Awareness" was held on Thursday, May 19<sup>th</sup> at the Fairgrounds in Arthur with schools from Alma, Arthur and some Mennonite schools attending.
- Agricultural Society Fundraiser Dinner will be on May 19<sup>th</sup> at 6 pm at the Arthur Community Centre
- Youth Action Council – next meeting is on May 26<sup>th</sup> at 6 pm at the Mount Forest Library. Seventeen youth have expressed interest in this initiative
- The Township is in need of Crossing Guards.
- Penny Renken distributed Plowing Match Bookmarks with information about the Quilt Show in August

**NEXT COMMITTEE MEETING**

The next meeting will be held on Thursday, June 16, 2016 in Kenilworth at 12:00 pm.

**RESOLUTION WNCR 2016-018**

Moved: Robert Macdonald

Seconded: Karen Armstrong

***THAT THE Cultural Roundtable Committee meeting be adjourned at 1:24 pm.***

**CARRIED**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
PUBLIC WORKS COMMITTEE MEETING MINUTES**

**Tuesday, May 24th, 2016 at 8:30 am**

**Members Present:**

Co-Chair Councillor Steve McCabe  
Co-Chair Councillor Dan Yake  
Mayor Andy Lennox  
Mike Givens, CAO  
Matthew Aston, Director of Public Works  
Dale Clark, Road Superintendent  
Barry Trood, Water & Sewer Superintendent

**Also Present:**

Councillor Lisa Hern  
Michelle Stone, Recording Secretary

**Absent:**

Councillor Sherry Burke

**CALLING THE MEETING TO ORDER**

Co-Chair Councillor Yake called the meeting to order at 8:30 am.

**ACCEPTANCE OF AGENDA****RESOLUTION PW2016-028**

Moved by: Councillor McCabe

Seconded by: Mayor Lennox

***THAT THE** Agenda for the May 24, 2016 Public Works Committee Meeting be accepted and passed.*

**CARRIED**

**DECLARATIONS OF PECUNIARY INTEREST:**

None Declared

**APPROVAL OF MINUTES****RESOLUTION PW2016-029**

Moved by: Mayor Lennox

Seconded by: Councillor McCabe

***THAT THE** Minutes from the March 30, 2016 Public Works Committee Meeting be received as information.*

**CARRIED**

**DELEGATIONS**

None

**BUSINESS ARISING FROM MINUTES****WATER AND SEWER**

**PW 2016-036**

**RESOLUTION PW2016-030**

***THAT** Report PW 2016-036 being a Report on the 2015 Ontario Clean Water Agency (OCWA) Annual Reports for the Arthur Wastewater Treatment Plant and Mount Forest Wastewater Treatment Plant be received for information.*

Moved by: Councillor McCabe

Seconded by: Mayor Lennox

**CARRIED**

**PW 2016-038**

**RESOLUTION PW2016-031**

Moved by: Mayor Lennox

Seconded by: Councillor McCabe

*THAT Report PW 2016-038 being a Report on the 2016 Ontario Water Works Association Conference be received for information.*

**CARRIED**

**PW2016-037**

**RESOLUTION PW2016-032**

Moved by: Councillor McCabe

Seconded by: Mayor Lennox

*THAT Report PW 2016-037 being a Report on the Township's Wastewater Treatment Plant flows year-to-date April 30, 2016 be received for information.*

**CARRIED**

**PW2016 Wellington Source Water Report**

**RESOLUTION PW2016-033**

**Kyle Davis – Source Water Protection**

Moved by: Mayor Lennox

Seconded by: Councillor McCabe

*THAT Report from Kyle Davis dated May 16, 2016, being a Report of the Township of Wellington North's Risk Management Official and Risk Management Inspector be received;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North bring a by-law to a future meeting of Council to appoint Kyle Davis as Risk Management Official;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North direct staff to bring a by-law to a future meeting of Council to appoint Kyle Davis as Risk Management Inspector;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North direct staff to bring a by-law to a future meeting of Council to delegate the authority to appoint a Risk Management Inspector to the Chief Administrative Officer;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North to authorize the Mayor and the Clerk to sign both by-laws*

**CARRIED**

**ROADS**

**PW 2016-042**

**RESOLUTION PW2016-034**

Moved by: Councillor Yake

Seconded by: Mayor Lennox

*THAT Report PW 2016-042 being a Report of the Township's 2016 Brush Program be received;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North establish a service fee of \$\_\_ \_\_ . \_\_ \_\_ for residents who continue to bring "leaves, grass clippings and yard waste" to curb-side at pick-up;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North direct staff to provide a letter of notice \_\_ \_\_ hours prior to the pick-up of this curb-side waste and invoicing for fee.*

**DEFERRED**

Direction was provided to staff to bring a report regarding brush to the next Public Works Committee meeting.

**PW2016-039****RESOLUTION PW2016-035**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT Report PW 2016-039 being a Report on the Cst. Rick Hopkins Bridge Rehabilitation Project be received for information.*

**CARRIED**

**PW2016-035****RESOLUTION PW2016-036**

Moved by: Councillor Yake

Seconded by: Mayor Lennox

*THAT Report PW 2016-035 being a Report ON 2016 Wellington-Dufferin-Guelph Public Health 2016 Larvicide program be received for information.*

**CARRIED**

**CAO 2016-13 Sidewalks****RESOLUTION PW2016-037**

Moved by: Councillor McCabe

Seconded by: Mayor Lennox

*THAT THE Public Works Committee of the Township of Wellington North receive the Sidewalks report as presented;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North declare sidewalks important public infrastructure which promotes community health, accessibility and safety;*

*AND FURTHER THAT Public Works Committee recommend the Council of the Township of Wellington North direct staff to pursue an allowance from developer's in lieu of installed sidewalk at locations where sidewalk installation is not currently possible but may be required in the future;*

*AND FURTHER THAT the Public Works Committee recommends that the Council of Township of Wellington North direct staff to pursue sidewalk on [local, collector and arterial] roads within new developments and during road construction and reconstruction projects;*

*AND FURTHER THAT where a developer does not believe sidewalks are warranted or possible or beneficial to their proposed development, they provide a written submission to the Township detailing the reasons sidewalks are ill advised and inappropriate for the Township's consideration and acceptance as part of their development proposal.*

**CARRIED**

**REPORT FROM CO-CHAIRS**

None Tabled

**ROUNDTABLE / OTHER BUSINESS**

The third Public Information Center (PIC) for the Arthur Waste Water Treatment Plant Class Environmental Assessment was held in Arthur on March 30, 2016. An additional Heritage Report has been requested by Ministry of Tourism, Culture and Sport for the Frederick SPS and forcemain work.

The Eliza Street construction in Arthur is proceeding well with no issues. An Open House was held on April 19<sup>th</sup> for residents' information.

Wellington North held their Annual Earth Day event on April 29th, 2016.

Awarding work on the bridge on Sideroad 13 to Reeves Construction is in progress.



**ITEMS FOR COMMITTEE'S INFORMATION**

Daphne Rappard – Letter re Brush/Yard Waste Disposal

Cheryl Edwards - Letter re Brush/Yard Waste Disposal

Residents of Bentley, Silver and Mill Streets, Mount Forest – Letter re road maintenance

Residents of South Water Street, Mount Forest – Letter, petition and pictures

**NEXT MEETING DATE**

The next meeting will take place on Tuesday, June 21, 2016 at 8:30 am in Kenilworth.

**ADJOURNMENT****RESOLUTION PW2016-0**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

***THAT THE Public Works Committee Meeting of May 24, 2016 be adjourned at 11:16 a.m.***

**CARRIED**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BURN BYLAW WORKING GROUP MINUTES  
MAY 17, 2016 – 9:00 A.M.**

054

The meeting was held in the Council Chambers in Kenilworth.

**Members Present:**

Chair:	Councillor Lisa Hern Mayor Andy Lennox
Fire Chief:	David Guilbault
Captain:	Marco Guidotti
Clerk:	Karren Wallace
Administrative Staff:	Carol Hartt

**Absent:**

Acting Station Chief:	Bill Hieber
Captain:	Curtis Murphy
Captain:	Kevin Bender
Captain:	Don Irvine

**ACCEPTANCE OF AGENDA**

The agenda was accepted as circulated.

**REVIEW OF MINUTES**

Working Group minutes April 26, 2016

**ITEMS FOR INFORMATION**

No items for information

**ITEMS FOR REVIEW**

Report CLK-2016-029 being a report on proposed amendments to the open air burn by-law was received for information.

Discussion regarding amendments to the by-law included:

- Rely on setbacks as opposed to the size of a fire
- Any burn over 3 feet in diameter require a permit
- Do not limit the size of an open air fire under a permit, however require an inspection if the fire is over 10X10X6.5 feet
- Use plain language
- Include a clause as to what you cannot burn in urban areas: "leaves, yard waste or combustible material"
- Remove clause that only an adult can light a fire

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BURN BYLAW WORKING GROUP MINUTES  
MAY 17, 2016 – 9:00 A.M.**

055

- Include a clause that only a responsible individual over the age of 18 may supervise a fire
- Include a prohibition on sky lanterns
- Remove time limits on recreational camp and cooking fires-rely on responsible individual supervising the fire at all times
- Fire permit should be renamed-further discussion required
- Less prescriptive rules regarding burn barrels (size of mesh screen, etc.)
- Include maps of fire service areas in schedules to the bylaw
- Increase Provincial offences fines
- Do not include the application as part of the by-law
- Remove MTO rates from Fees and Charges Schedule “D”

Controlled burn signage:

- Placing controlled burn signage at the site of permitted burns may result in an out of control fire not being called in by a passerby. Signage would not be permitted on MTO roadsides, which may cause confusion with residents.

Calling before lighting and after extinguishing a permitted fire:

- The fire department would have to respond if a fire is called in even if permit holder had called in the information and it was agreed the calls would serve no purpose.

Online application form is necessary that when submitted will be directed to the municipal office as well as the fire department.

Email addresses on permits can be used to inform permit holders of drought conditions.

**NEXT STEPS**

Communication strategy with 5-6 key messages needs to be developed and rolled out at the same time as the by-law through a variety of mediums that could include fridge magnets, direct mailing, social media, agendas, website, etc.

**DATE OF NEXT MEETING**

May 31, 2016 at 9:00 a.m. in the Council Chambers at Kenilworth

**ADJOURNMENT**

The meeting was adjourned at 11:00 am.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BURN BYLAW WORKING GROUP MINUTES  
MAY 30, 2016 – 9:00 A.M.**

The meeting was held in the Council Chambers in Kenilworth.

**Members Present:**

	<b>Chair:</b>	<b>Councillor Lisa Hern Mayor Andy Lennox</b>
	<b>Fire Chief:</b>	<b>David Guilbault</b>
	<b>Captain:</b>	<b>Kevin Bender</b>
	<b>Clerk:</b>	<b>Karren Wallace</b>
<b>Administrative Staff:</b>		<b>Carol Hartt</b>

**Absent:**

	<b>Captain:</b>	<b>Marco Guidotti</b>
<b>Acting Station Chief:</b>		<b>Bill Hieber</b>
	<b>Captain:</b>	<b>Curtis Murphy</b>
	<b>Captain:</b>	<b>Don Irvine</b>

**ACCEPTANCE OF AGENDA**

The agenda was accepted as circulated

**REVIEW OF MINUTES**

Working Group minutes May 17, 2016 were reviewed with one amendment being the time of adjournment was noted.

**ITEMS FOR INFORMATION**

No items for information

**ITEMS FOR REVIEW**

The draft by-law and application form were reviewed with minor revisions made, including:

- Remove definition of bylaw enforcement officer
- Remove Section 2.2 re: bylaw officer power of entry
- Remove Section 3.6 re: Ministry of Environment and include a more generic clause in the application for permit
- Include Section 3.10 (Section 9.2 in existing bylaw)
- Amend Section 4 to read Permit to Burn Safely in non-urban areas
- Amend Section 5 to read Recreational Camp and Cooking Fires in Urban Areas
- Schedule "A" Item 1 amend to read Burn fire when a burn ban is in effect
- Schedule "A" Proposed set fines amend so all are \$295.00

**THE CORPORATION OF THE**  
**TOWNSHIP OF WELLINGTON NORTH**  
**BURN BYLAW WORKING GROUP MINUTES**  
**MAY 30, 2016 – 9:00 A.M.**

- Schedule “B” maps-include a map of Arthur and Mount Forest
- Amendments to the Application permit were made

A communication strategy was discussed which identified the keys messages as:

- Control and supervise your burn
- Respect your neighbours
- Be mindful of setbacks

Methods to be considered in the strategy include fridge magnets, distributing fliers with blue boxes, media ads including radio and print, door to door fliers to all homes in Wellington North, inserts in Wellington North Power bills, utilizing “Sparky” in the campaign, signage at the Fire Stations social media including facebook, twitter and municipal website, three annual text/email to permit holders etc.

It was agreed that education and communication is going to be a key factor in the roll out and that the public should be advised well in advance when the draft will come before Council for consideration.

**NEXT STEPS**

The Clerk will prepare a draft communication strategy for consideration by the group.

**DATE OF NEXT MEETING**

To be determined

**ADJOURNMENT**

The meeting was adjourned at 10.40 am.

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER XXX-16

### BEING A BY-LAW TO REGULATE THE SETTING OF OPEN AIR FIRES WITHIN THE TOWNSHIP OF WELLINGTON NORTH AND **TO REPEAL BY-LAW 006-16**

**THE** Council of the Corporation of the Township of Wellington North hereby enacts as follows:

#### 1. Definitions

For the purpose of this by-law, the following definitions apply:

“Agricultural Use” means a use of land, buildings or structures for farming or agriculture that includes a detached dwelling accessory to the main farming

“Barbeque” means an appliances or structure designed and intended solely for the cooking of food in the open air

“Burn Barrel” means a metal barrel not exceeding 170 L (45 gallons)

“Cooking Fire” means a fire used to cook food

“Extinguishing Agent” means a material used with fixed, automatic, or portable fire extinguishing systems to suppress or put out fires and include water or fire extinguisher

“Fire Chief” means the Chief of the Fire Department of the Township of Wellington North or designate

“Outdoor Fire Place” means a structure for building fires outside of the home that are similar in construction to an indoor fireplace

“Owner” means the registered owner and/or any person, firm or corporation having control over or possession of any portion of a building or property.

“Permit” means a permit for Open Air Burning, issue by the Township of Wellington North

“Public nuisance” means excessive smoke, odour, airborne sparks, embers or particules of burnt materials that may be a concern to others, increase fire hazards, be adverse to public safety or generating false alarms.

“Recreational Camp Fires” means burning in an open area, pit or with the use of a recreational burning device.

“Sky Lanterns” means a hot air balloon made of paper, with an opening at the bottom where a small fire is suspended

“Township” means the Corporation of the Township of Wellington North.

“Township Office” shall mean the Township of Wellington North Municipal Office located at 7940 Sideroad 7 West, KENILWORTH, ON

“Urban area” means properties located in the geographic limits of Arthur and Mount Forest as shown on the map in Schedule “B”

## **2. Administration**

- 2.1. This by-law shall be administered and enforced by the “By-law Enforcement Officer” as defined in this by-law.
- 2.2. The Fire Chief or designate may issue a total ban on Open Air Burning if conditions warrant (except for the use of barbeques).
- 2.3. The Fire Chief or designate may order any person to extinguish any fire when there is a breach of any of the provisions of this By-law or where, in their opinion, there is a danger of such fire spreading or otherwise endangering life or property.
- 2.4. The Fire Department shall be exempt from the provisions of this by-law for the purposes of educating and training.

## **3. General Provisions for all Fires**

- 3.1. The fire must be under the care and control of an individual over the age of 18 years, from the time of lighting until it is completely extinguished.
- 3.2. Appropriate extinguishing agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.
- 3.3. The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents including smoke entering into a neighboring residence or building or across a highway.

- 3.4. Should the Fire Department be dispatched to a complaint regarding public safety or nuisance, the Fire Department will have the discretion to determine compliance with the by-law and this discretion shall be final.
- 3.5. Anyone who lights a fire in the Township is responsible and liable for any damage to property or injury to persons resulting from the fire.
- 3.6. Leaves, compostable material and yard waste may not be burned in urban areas.
- 3.7. Sky lanterns may not be released anywhere in the Township.
- 3.8. Individuals under the age of 18 may not be in the care and control of a fire.
- 3.9. In order to seek an exemption to provisions within this by-law, persons must provide written request to the Fire Chief for his/her approval.

#### **4. Permit to Burn Safely outside of Urban Areas**

- 4.1. Permits are required for any person wishing to have an open air burn larger than 1 m (3 ft) in diameter.
- 4.2. Permits are not issued to property owners who reside within in the urban areas of Wellington North.
- 4.3. Permits are only issued to property owners, or to an agent with written permission of the property owner.
- 4.4. Permits are not required for burn barrels (where allowable), recreational camp fires, outdoor fireplaces, cooking fires or barbeques.
- 4.5. Any changes to the information on the permit or exemptions sought to any condition must be submitted in writing to the Township prior to lighting a fire.
- 4.6. Permits are valid for the calendar year.
- 4.7. Permits will not be issued unless a fire number is posted at the property.
- 4.8. The holder of a permit issued shall comply with all conditions and/or restrictions in this by-law.
- 4.9. Open air burning shall only be lit or ignited ½ hour after sunrise and be extinguished ½ hour before sunset.



- 4.10. The fire shall not be planned, lit or ignited closer than 30 m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- 4.11. For a burn exceeding an of 3 m x 3 m x 2 m high (10 ft x 10 ft x 6.5 ft high) an inspection by the Fire Chief or designate is required prior to lighting the fire.
- 4.12. The burning of household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, wire, plastic and other petroleum based products is prohibited

## **5. Recreational Camp and Cooking Fires in Urban Areas**

- 5.1. The burn area must be contained by non-combustable material and be no larger than 1 m (3 ft).
- 5.2. A fire shall be a minimum of .5 m (15 ft) from any combustible material and adjacent property/lot lines.
- 5.3. Only paper or kindling may be used to start the fire.

## **6. Barbeques**

- 6.1. The only fuel that may be used, is a commercially produced charcoal or briquette, or a flammable liquid commercially produced for the purpose of cooking, such as natural gas or propane gas.
- 6.2. No person shall light, ignite or start, a fire in a grill or barbeque on a balcony of any building containing two (2) or more dwelling units.

## **7. Burn Barrels**

- 7.1. The use of Burn Barrels shall not be permitted within the urban areas, unless in the instances of a strike or lockout and are located on an industrial or commercial property under constant supervision.
- 7.2. A Burn Barrel must be in sound condition with a metal mesh screen over the top.
- 7.3. Vent holes must be punched in the side for ventilation, and drainage holes in the bottom with the adequate clearance from surrounding vegetation or structures.

## **8. Offence**

- 8.1. Any person who contravenes provisions of this by-law or fails to comply with an order given shall, pay the fee for the emergency service in accordance with the

Township's Fees and Charges By-law for Fire Department Services and Rescue Operations, as established by by-law from time to time.

8.2. Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act and set out in Schedule "A".

This by-law shall come into force upon the date of its passing and By-law Number 006-15 is repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS XXTH DAY OF XXXX 2016.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

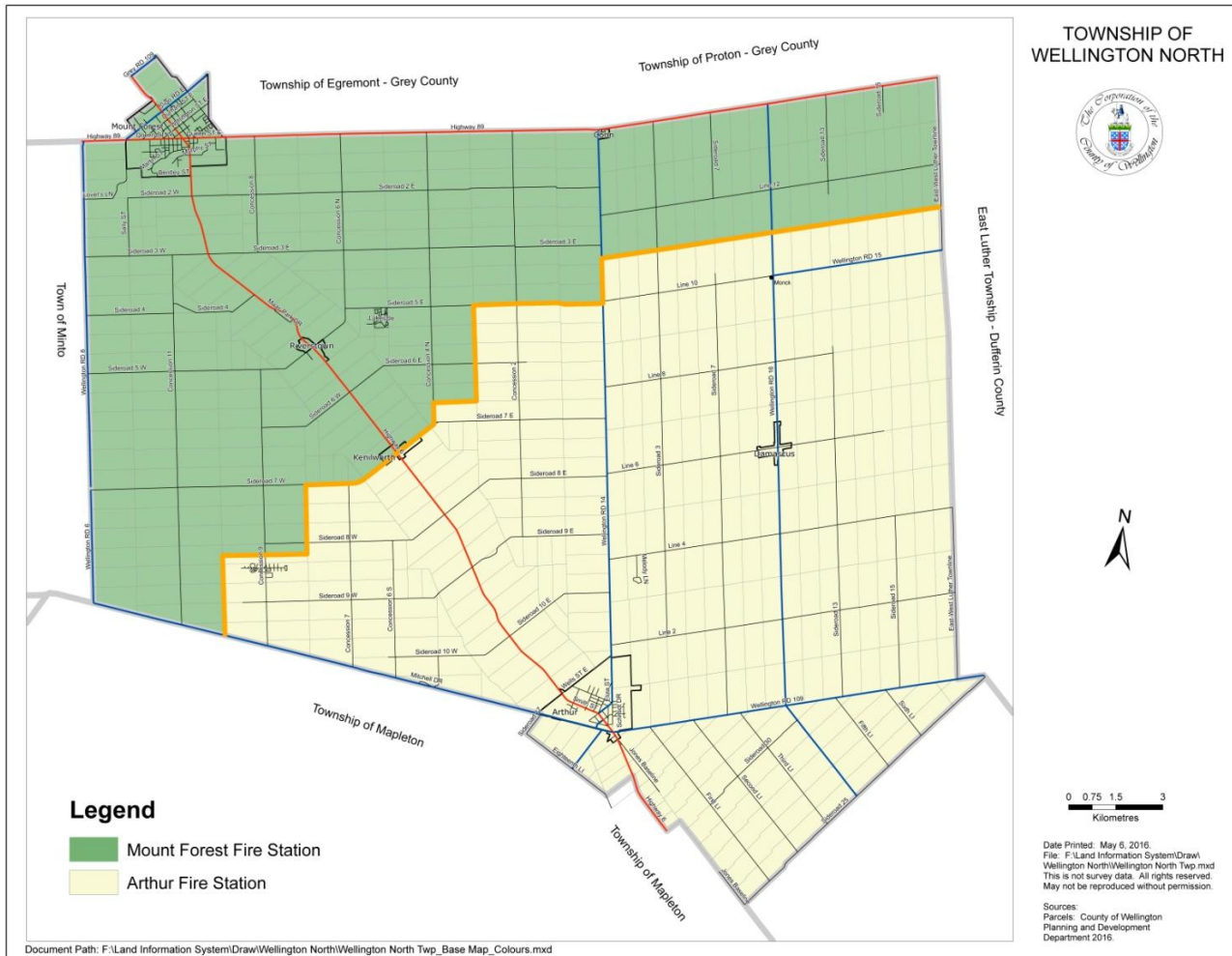
DRAFT

**SCHEDULE "A"**  
**PART I Provincial Offences Act**  
**By-law Number XXX-16**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	PROPOSED
1.	Burn fire when a burn ban is in effect	Section 2.3	\$295.00
2.	Fail to extinguish a fire when ordered	Section 2.4	\$295.00
3.	Fail to maintain care and control of a fire.	Section 3.1	\$295.00
4.	Fail to keep property extinguishing agents on hand	Section 3.2	\$295.00
5.	Permit fire to cause discomfort, danger, irritation or nuisance to residents including smoke in a house or roadway	Section 3.3	\$295.00
6.	Permit leaves, compostable material and yard waste burned in urban area	Section 3.7	\$295.00
7.	Permit sky lanterns to be released	Section 3.8	\$295.00
8.	Set fire without permission/permit	Section 4.1	\$295.00
9.	Permit Open Air Burning outside of permitted times	Section 4.9	\$295.00
10.	Permit Open Air Burn within 30 m (100 ft) of structure.	Section 4.10	\$295.00
11.	Allow combustible material within 7 m (25 ft) of fire.	Section 4.11	\$295.00
12.	Permit an open air burn exceeding 3mx3mx2m high without inspection	Section 4.12	\$295.00
13.	Permit to be burned household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, wire, plastic and other petroleum based products	Section 4.13	\$295.00
14.	Permit a residential, camp or cooking fire burn area to exceed 1 m in diameter	N/A	\$295.00
15.	Permit a residential, camp or cooking fire burn area less than .5 m adjacent to combustible material and adjacent property/lot lines	N/A	\$295.00
16.	Permit Burn Barrel to be used in residential area.	Section 7.1	\$295.00

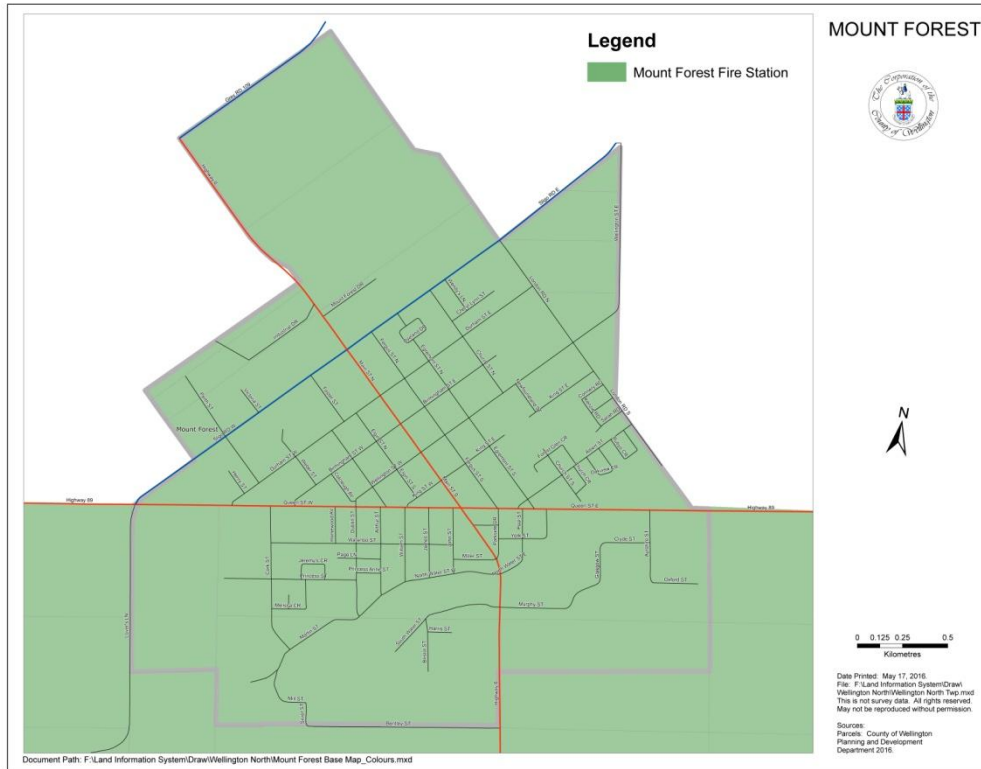
# SCHEDULE "B" – MAPS

## WELLINGTON NORTH FIRE SERVICE AREAS

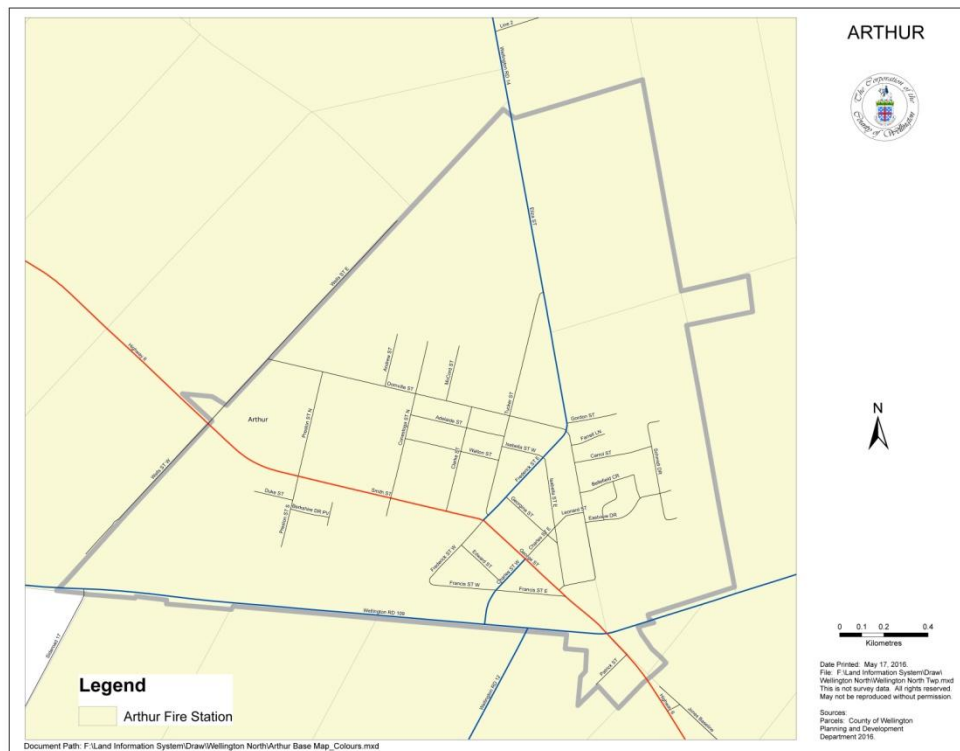


# URBAN AREAS

## Mount Forest



## Arthur





7490 Sideroad 7 W, PO Box 125,  
Kenilworth, Ontario, N0G 2E0  
[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620  
1.866.848.3620 FAX 519.848.3228

Plan to  
Simply Explore.  
[www.simplyexplore.ca](http://www.simplyexplore.ca)

## APPLICATION FOR A PERMIT TO BURN SAFELY

DATE ISSUED  _____	VALID TO:  _____ December 31, 2016	FIRE STATION:  <input type="checkbox"/> Mount Forest <input type="checkbox"/> Arthur
Address of Proposed Burn (** include 911 #):  _____  _____  _____  <i>**fire permits will not be issued without a 911 sign posted at the property</i>		Property Owner: _____  Phone: _____  Cell: _____  Email: _____ <i>*for notices of burning bans/drought conditions/education</i>
<b>WHAT DO YOU PROPOSE TO BURN</b> <input type="checkbox"/> Wood/Brush  <input type="checkbox"/> Organic material  <input type="checkbox"/> Paper Products		For burns larger than 10'X10'x 6.5' high (3m X 3m X 2m high) an inspection is required prior to lighting the fire  <input type="checkbox"/> I require an inspection prior to lighting the fire

***By signing below, I am hereby indicating that I am 18 years old, am the owner/agent of the subject property and have read the terms of the Application for Setting Open Air Fires and By-law and I agree to the terms:***

\_\_\_\_\_  
Signature of Applicant/Owner/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Issuer

\_\_\_\_\_  
Date

Personal information on this form is collected under the authority of the Municipal Act, 2001. The information collected and maintained for the purpose of creating a public record pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. Please direct questions about the collection of information to the Clerk at 519-848-3620

**Initials of applicant:** \_\_\_\_\_

I, as an applicant for setting open air fires in the Township of Wellington North, agree to the following terms, set out in By-law Number XXX-16

- The fire must be light, extinguished and under the care and control of an individual (18 years of age) from the time of lighting until it is completely extinguished.
- The fire must not be planned, lit or ignited closer than 30m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- If the Fire Pit or Fire Pit Area is larger than an area of 3 m x 3 m x 2 m high (10 ft x 10 ft x 6.5' high), the Fire Chief or designate must inspect the pile prior to burning
- Appropriate extinguishing agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.
- Wood, organic materials and paper products are the only material that may be burned
- The following materials may not be burned: household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, wire, plastic and other petroleum based products.
- Other provincial legislation may have an impact on your fire and the conditions of your burn.
- The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents.
- Fires shall not be burned during periods of dry conditions or drought, as shall be specified from time to time by the Township's Fire Chief.
- An approved application is valid for the calendar year.
- The applicant must be the registered owner of the property or agent authorized in writing.
- Applicants are required to fill out one application per property.
- The Fire Chief or designate may issue a total ban on Open Air Burning if conditions warrant (except for the use of barbeques).
- A permit will not be issued for a property that does not have a posted 911 Number.

**THIS BY- LAW WILL BE STRICTLY ENFORCED. PLEASE READ THE ATTACHED BY-LAW.**

**Arthur Fire Station – Phone: 519-848-3500**

**Mount Forest Fire Hall – Phone: 519-323-1441**

Attention Wellington North Council

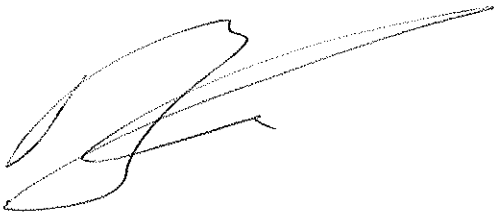
The Mount Forest Lions Club will once again be operating an outdoor beer garden at the Pavilion located at the Mount Forest Sportsplex. This beer garden will be held on Saturday July 16, 2016 during the Fireworks Festival.

We are requesting that Council please declare this event as Municipally Significant.

The Mount Forest Lions Club enjoys working with Council and all members of our wonderful community, and we would like to thank you in advance for your consideration.

Kindest Regards,

Brett Parker, Mount Forest Lions Club

A handwritten signature in black ink, appearing to be 'Brett Parker', written in a cursive style. The signature is positioned below the typed name and extends to the right.

[brett-parker@coldwellbanker.ca](mailto:brett-parker@coldwellbanker.ca)

519-323-7885



**From:** The Wellington Advertiser Sales Dept [<mailto:sales@wellingtonadvertiser.com>]  
**Sent:** May-24-16 3:10 PM  
**To:** April Marshall  
**Cc:** Andy Lennox; Mike Givens  
**Subject:** Garden Day Proclamation

Good afternoon Andy , April and Mike

Trusting you all enjoyed a wonderful Victoria Day Long Weekend.

Ian and I travelled to Ottawa this past weekend to the annual Tulip Festival. It was AMAZING !

If I could ask you goggle Garden Days 2016 , I am hoping to have your support to have Arthur declared as having its own Garden Day !

You will see the proclamation template there and it would need to be filled out accordingly .

Garden Days is June 17 – 19 2016 Canada's Celebration of Gardens

Let's celebrate the values of gardens and gardens in Arthur and take on the challenge of this opportunity !

☺

*Faye*

Contact Information

Faye Craig

Sales Representative

Wellington Advertiser

519-843-5410 Ext. 529

**TOWNSHIP OF WELLINGTON NORTH**  
**Regular Meeting of Council**

MOVED BY: \_\_\_\_\_ DATE: June 6, 2016

SECONDED BY: \_\_\_\_\_ RES. NO.: 2016-

**WHEREAS** the Township of Wellington North will be part of Garden Days, a joyous three day (Friday, Saturday and Sunday of Father's Day weekend) country-wide celebration of the role of gardens in our lives and communities, and in honour of National Garden Day, observed annually on the Friday before Father's Day; and

**WHEREAS** Garden Day will educate residents of the Township of Wellington North about the community's garden culture and history; the importance of public and private gardens; the values of home gardening; the health, well-being and aesthetic benefits of gardens; and the promotion of environmental stewardship; and

**WHEREAS** Garden Day will be an opportunity for new and seasoned gardening enthusiasts, families, schools and tourists alike to go out into their own garden, visit a local garden or garden centre or travel to our community to share their knowledge and passion for gardens and gardening; and

**WHEREAS** Garden Day will celebrate our community's garden culture and heritage and our local landscape, nursery and garden centre industry.

**THEREFORE** the Council of the Township of Wellington North do hereby proclaim Friday, June 17 as Garden Day for 2016 in the Township of Wellington North.

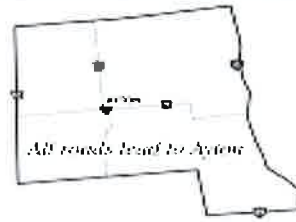
MAYOR \_\_\_\_\_

CARRIED

DEFEATED

<b>Member of Council</b>	<b>Yea</b>	<b>Nay</b>
Mayor Andrew Lennox		
Councillor Sherry Burke		
Councillor Lisa Hern		
Councillor Steve McCabe		
Councillor Dan Yake		
<b>Totals</b>		

**Ayton - Normanby**  
**HOME COMING**  
JULY 1, 2 & 3, 2016



076

RECEIVED

MAY 20 2016

TWP. OF WELLINGTON NORTH

May 16<sup>th</sup>, 2016

Municipality of Wellington North  
PO Box 125  
7490 Sideroad 7 West  
Kenilworth, ON  
N0G 2E0

Dear Members of Council of The Municipality of Wellington North:

**Re: Ayton Normanby Homecoming July 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 2016**

A committee of volunteers have been very enthusiastic planning for their upcoming Ayton Normanby Homecoming. The Homecoming celebrations are scheduled for July 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 2016 to provide safe, fun and gratifying venues for all to enjoy.

On behalf of the Ayton Normanby Homecoming Committee I would like to bring to your attention that the weekend will commence on July 1<sup>st</sup> with our Homecoming Parade. As a neighbouring municipality of West Grey, (the former Normanby Township) it would be favourable for your community to be featured in our Parade. All participants will assemble at the Normanby Public School and the parade is scheduled to begin at 11:00 a.m. A registration form for the parade is enclosed if you wish to participate. Perhaps you could share this notification with other Departments, Community Service Clubs and organizations that would be of interest to participate in our parade. We would appreciate any support you can provide to enhance our celebrations. I've also enclosed our Homecoming Brochure featuring our weekend of events.

Please respond at your earliest convenience if your participation in the parade would accommodate your itinerary. I'd like to thank you in advance for your support in this upcoming celebration. We are looking forward to good times and memories to cherish. Thanks again.

Yours truly

A handwritten signature in cursive script that reads "Joyce Nuhn".

Joyce Nuhn  
Parade Committee Co-Chair  
(519)665-7807 or e-mail nuhnr@wightman.ca

/jn

---

Ayton Normanby Homecoming Committee  
PO Box 142, Ayton, ON N0G 1C0  
[www.aytonnormanbyhomecoming.com](http://www.aytonnormanbyhomecoming.com)

# Ayton - Normanby HOMECOMING

077

JULY 1, 2 & 3, 2016



## Ayton-Normanby Homecoming Parade Registration Form

**Parade Date:** Friday, July 1<sup>st</sup>, 2016 starting at 11:00 a.m.

**Parade Categories:** Please check the appropriate box(s) ; if multiple entries please specify #( ).

- #( ) Floats:  Family;  Commercial;  Agriculture;  Sport;  Service Club;  
 Church;  School
- #( ) Tractors:  Antique;  Restored;  Most Original
- #( ) Farm Machinery  With Tractor;  Without Tractor
- #( ) Classic Vehicles  Cars;  Trucks;  Other \_\_\_\_\_
- #( ) Fire Trucks  Current;  Past
- #( ) Bands:  Cost if any please specify \$ \_\_\_\_\_
- #( ) Horses  Individual Rider;  Team
- #( ) Novelty  Clowns;  Golf Carts;  Buggies;  Pulling Wagon;  Other
- #( ) Bikes (Children 12 & under) Criteria: **Helmets must be worn.**
- #( ) Pets (Children 12 & under)

### Specifications:

- Proof of Insurance
- Decorate in Homecoming Colours which are White, Black & Yellow. Decorations will be available at Ayton Royal Bank during their business hours. Since the parade is on Canada Day incorporate a Canada Flag(s) or other Canada Day decor with your entry.
- If you plan to pass out treats to the spectators, they must be handed out and **NOT** thrown. This is a safety concern and we appreciate your attention on this matter.
- Judges Choice will determine the winner for each category.
- Please be advised that photos and videos will be taken the day of this event.
- Personnel information will not be disclosed.

### Contact Information:

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy # \_\_\_\_\_

Parental consent required for children entries (Signature) \_\_\_\_\_

**Registration:** The Parade Committee would appreciate pre-registration by June 1<sup>st</sup>, 2016; or bring this form along with you the day of the parade. Please have your entry at the Normanby School grounds (574 Louisa Street North) prior to 10:00 a.m. to ensure all registrations are recorded to the appropriate category on the judges listing. Any questions, please contact Joyce Nuhn, Parade Co-Chair at 519.665.7807. Please feel free to email this form to [nuhnr@wightman.ca](mailto:nuhnr@wightman.ca); or mail to Ayton-Normanby Homecoming Committee, PO Box 142, Ayton, ON N0G 1C0. Also check out our website at [www.aytonnormanbyhomecoming.com](http://www.aytonnormanbyhomecoming.com)

The Ayton-Normanby Homecoming Parade Committee thank you for your support and we look forward to seeing you on July 1<sup>st</sup>, 2016.

# Welcome Home

**Ayton - Normanby HOMECOMING**  
 JULY 1, 2 & 3, 2016

*All roads lead to Ayton*

[aytonnormanbyhomecoming.com](http://aytonnormanbyhomecoming.com)

Join us on **Facebook**

*Plan your own family or school class reunion too!*

**Celebration Time**  
**160 Years!**

**Thank you to Our Proud Community Sponsors. You can be one too!**

**DIAMOND**

**DOMM CONSTRUCTION LTD.**  
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 internet • tv • phone

**West Grey PROGRESS**

**WIGHTMAN TELECOM**

**PLATINUM**

**SIRIUS**  
 SOLUTIONS CANADA LTD.

**GOLD**

Fisher Poultry Farm  
 Germania Mutual  
 Normanby Recreation Comm.  
 Rad n Rockin'  
 RBC  
 T D Smith

**SILVER**

BDO  
 Hwy 4 Truck Service

**BRONZE**

Candue Homes  
 Cedarwell Excavating  
 CMR Insurance  
 Coldwell Banker WTN Realty  
 Culbert Insurance  
 Hanover New Car Dealers  
 Jim Meyer Backhoe Service  
 MacLean's Ales  
 Padfield-Nelson Insurance  
 Trevor & Christine Pfeffer

**FRIENDS**

Trixie's Saloon  
 W. C. Smith Enterprises  
 Best Western Plus  
 Brussels Livestock  
 C D Express Ltd  
 Dennis & Denise Fischer  
 Devonshire Farms  
 Diemerdale Acres  
 Holst Office Supply  
 I.T.S. Office Pro  
 Municipality of West Grey  
 Northern Credit Union  
 Officers Auto Care  
 Oldfield, Greaves, D'Agostino  
 Primerica  
 Print One  
 Stoltz Sales & Service  
 Weppler Farm  
 West Grey Chamber

**AYTON**

**Legend**

- A** Normanby Arena Complex \*
- B** Complex Parking \*
- C** Normanby Community School \*
- D** Centennial Hall \*
- E** Ayton Normanby Fire Hall
- F** Trixie's Saloon
- G** George's Service Centre
- H** Royal Bank
- I** Ayton Post Office
- J** Culbert Insurance
- +1** St Peter's Catholic Church
- +2** Trinity Lutheran Church
- +3** Ayton Pentecostal Church

Parade Route  
 Starts at Normanby School  
 Ends at Arena Complex

\* Washrooms and/or Comfort Stations available

**To Hwy 9**  
**To Hwy 89**  
**To Hwy 6**



# Homecoming Committee Contacts

Event Info	Coordinator	Phone #	Email
Co-Chair	Tom Culliton	519-665-7844	normanbyarena@westgrey.com
	Pete Irwin	519-665-7837	pirwin@gstel.ca
Sponsorships & Advertising	Tom Hutchinson	519-477-7777	tom.hutch17@gmail.com
	Aaron Culliton	519-477-0008	acdcasons@gmail.com
Entertainment	Sheri Domm	519-313-0221	sheri_faber@hotmail.com
	Julie Irwin	519-665-7837	peteirwin@wightman.ca
School Reunion	Mary Lou Pfeffer	226-910-1338	mlpfeffer@hotmail.com
Church Service & Normanby Brass Band Reunion	Sharon Machina	519-327-8646	sharon_machina@bwdsb.on.ca
Website	Janice Norley	519-495-5654	anhomecoming@outlook.com
Tractor Show	Dennis Fischer	519-369-5526	fischerd@live.ca
Vintage Car Show	Jim Nuhn	519-665-7807	jnuhn@westgrey.com
Parade	Joyce Nuhn	519-665-7807	jnuhn@westgrey.com
	Carol Leibold	519-323-2087	gcleibold@wightman.ca
Ay-ton of Fun Mud Relay	Joyce Nuhn	519-665-7807	jnuhn@westgrey.com
Pie Baking Contest	Peggy Hutchinson	519-665-7777	p.hutch5@hotmail.com
Historical Display Contributions-Photos & Antiques	Robert Scriven	519-261-0383	bscriven@watlaw.com
Ways & Means	Brandon Weber	519-665-7770	brandon@filingersorganic.com
Youth Road Hockey	Brooklyn Irwin	519-477-0372	lightning-hockey7@hotmail.com

## Get Your Advance Event Tickets, Souvenirs & Decorations!

### RBC Ayton Branch

523 Louisa St. 519-665-7691

Monday & Wednesday: 10 am to 4 pm  
Friday: 10 am to 5 pm  
Closed Tuesday, Thursday & Weekends

### Culbert Insurance

407 Mary St., Ayton 519-665-7710

Monday to Thursday: 9 am to 5 pm  
Friday: 9 am to 4:30 pm Closed Weekends

### Souvenirs & Decorations

T-Shirts	\$12.50	Calendars	\$15.00
Polo Shirts	\$40.00	Glass Mugs	\$8.50
Hoodies	\$27.50	Coolie Cups	\$4.00
Straw Hats	\$30.00	Key Chains	\$3.50

Large Bows	\$8 or 3 for \$20
Small Bows	\$6 or 3 for \$15



### Event Tickets

Daily Admission - Adult	\$5 or \$10*
Weekend Admission	\$10*
Saturday Breakfast	\$10*
Sunday Breakfast	\$15*
Friday Chicken Dinner	\$20*
Saturday Steak Dinner	\$25*
Saturday Dance Ticket	\$90

\* Weekend Package

## Friday, July 1

**11 am: "Jake Grein Memorial Parade"**  
Normanby Arena  
**Celebrate Canada Day!**  
**Wear your red & white.** Begins at Normanby School (See map for route) See Contacts to register. **Visit RBC's Loyal Client Tour following parade.**

**1 pm: Opening Ceremonies**  
Centennial Hall  
**1-5 pm: Tractor Show**  
Centennial Hall Grounds See Contacts to register.



**2-4 pm: Farmer's Olympics**  
\*Sponsored by Normanby Plowman's Association Lots of challenges!  
**4-7 pm: X-Hale Concert**  
Centennial Hall Grounds

**4:30 - 7 pm: Chicken Dinner**  
Normanby Complex  
**8-11:30 pm: "8 Second Ride"**  
Centennial Hall Grounds

**10 pm: Fireworks**  
Centennial Hall Grounds.  
**Bring your lawn chairs.**



## Saturday, July 2

**9-11 am: Lioness Breakfast**  
Normanby Arena  
**9 am: Youth Road Hockey**  
Normanby School See Contacts to register.  
**11 am - 3 pm: Normanby Schools & all former Schools Reunion**  
Visit your "Old School" booth!

**11 am - 3 pm: Normanby Brass Band Reunion**  
Normanby School  
**1 pm: Live Local Entertainment**  
Centennial Hall Grounds  
**2-4 pm: Ay-ton of Fun Mud Relay**  
Centennial Hall Grounds See Contacts to register.

**4:30 - 7 pm: Steak Dinner**  
Normanby Complex  
**8 pm-1 am: Live Music & Dance**  
Featuring Lulu's Road-house Band & Freddy Vette & the Flames.  
Normanby Complex



## Sunday, July 3

**9-11 am: Optimist Breakfast**  
Normanby Complex  
**11 am: Community Church Service**  
Hymn Sing & Special Music at 10:45  
Normanby Complex



**12 pm: Pie Baking Contest**  
Centennial Hall Grounds See Contacts to register.  
**12 pm: Vintage Car Show**  
Centennial Hall Grounds See Contacts to register.



**1 pm: Caesar Sunday with Live Music**  
Centennial Hall Grounds



**Daily Events - Centennial Hall Grounds**  
**Friday, Saturday, Sunday: Historical Display, Kids Play Zone, Food & Refreshments**

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 043-16

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01 BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH (Main Street and Mount Forest Drive (Mount Forest), Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (geographic township of Egremont), Vintex/Canadian Tire)**

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

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

1. THAT Schedule "A" Map 3 to By-law 66-01 is amended by changing the zoning on lands described as Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (Egremont), as shown on Schedule "A" attached to and forming part of this By-law from:
  - **Industrial Exception (M1-1) to Highway Commercial Exception (C2-55)**
2. THAT Section 32, Exception Zone 2 – Mount Forest, is amended by the inclusion of the following new exception:

<b>32.55</b> Lot 32 and Part of Lot 33, Con 1, Part of Division 3	<b>C2-55</b>	<p>Notwithstanding Section 17.2.6 – required rear yard setback provisions – the minimum rear yard setback may be 3.0m (9.8ft). to the main building.</p> <p>Notwithstanding Section 6.26 a) – outdoor storage provisions – the outdoor compound area located in the northerly rear yard and easterly exterior side yard may be located within the required yards and shall have a setback of 3m.</p> <p>Notwithstanding Section 6.27.8 – Parking – the 4 parking spaces provided within the horse and buggy area will be considered required parking and will form part of the required parking calculation.</p>
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**By-law Number 043-16  
Page 2 of 2**

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 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 6TH DAY OF JUNE, 2016.**

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**ANDREW LENNOX, MAYOR**

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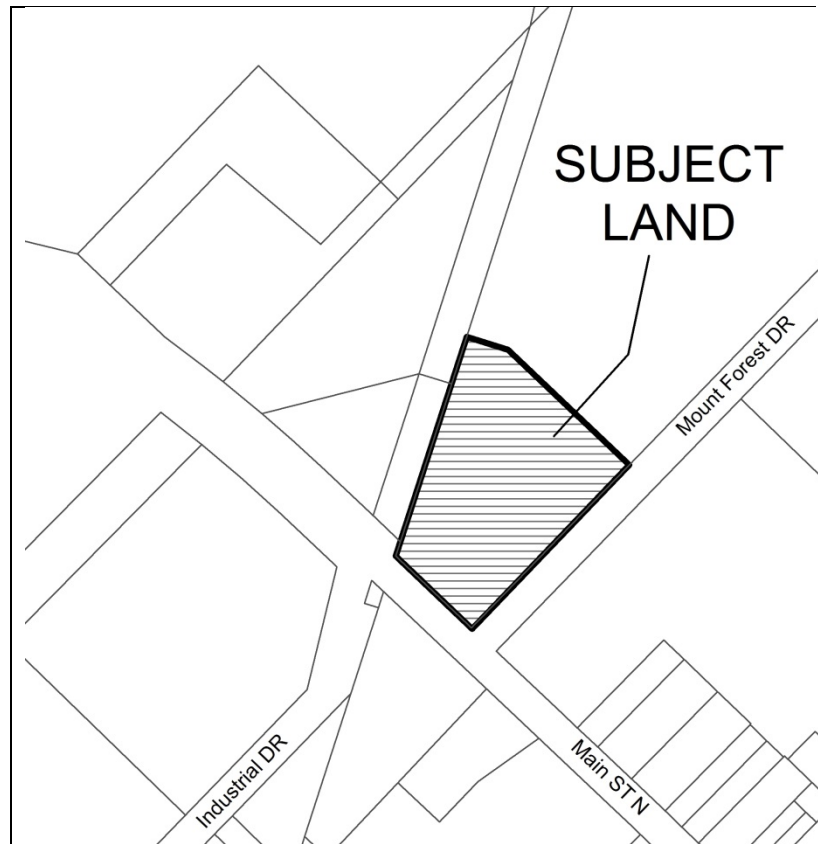
**KARREN WALLACE, CLERK**



**THE TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 043-16**

**Schedule "A"**



**Rezone from Industrial Exception (M1-1) to Highway Commercial Exception (C2-55)**

**Passed this 6<sup>th</sup> day of June, 2016**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**EXPLANATORY NOTE****BY-LAW NUMBER 043-16**

**THE LOCATION** being rezoned fronts on Main Street and Mount Forest Drive (Mount Forest) and is legally described as Lot 32 and Part of Lot 33, Concession 1, Part of Division 3 (geographic township of Egremont). The property is located in the northerly part of Mount Forest Urban Centre and is approximately 1.28 ha (3.18 ac) in size.

**THE PURPOSE AND EFFECT** of the proposed amendment is to change the zoning of the subject lands from site specific Industrial (M1-1) to Commercial exception (C2-55) to allow a retail establishment. The exception is in place to address the following deficiencies as requested by the applicant and confirmed during site plan review

- 1 A rear yard setback of 3m whereas 7.6m is required to the main building;
- 2 A reduction in the rear and exterior side yard setback for the fenced compound area (outside storage) of 3m, whereas, 7.6m is required;
- 3 To recognize the 4 parking spaces within the horse and buggy shelter as required parking.

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

**BY-LAW NUMBER 046-16**

**BEING A BY-LAW TO APPOINT A FIRE PREVENTION OFFICER.**

**WHEREAS** the Council of the Township of Wellington North deems it necessary to appoint a Fire Prevention Officer to meet its responsibilities under the Fire Protection and Prevention Act;

**NOW THEREFORE** the Council of the Township of Wellington North hereby enact as follows:

1. **THAT** Marco Guidotti is hereby appointed as the Fire Prevention Officer for the Township of Wellington North;
2. **AND THAT** the Fire Prevention Officer is directed to carry out all tasks required to meet the municipality's responsibilities under the *Fire Protection and Prevention Act* and any other regulations or directives as determined from time to time by the appropriate Ministry and/or the Fire Marshal.
3. **This** By-law shall take effect and become in full force and effect upon its passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6TH DAY OF JUNE, 2016.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 047-16

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (Part of Lot 9, Concession 6, RP61R-11282  
Part 2, geographic Township of West Luther – Donald Giles)**

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

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 9, Concession 6, RP61R-11282 Part 2, as shown on Schedule "A" attached to and forming part of this By-law from **Residential (R1A) to Residential Exception (R1A -183)**
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

<b>33.183</b> Part Lot 9, Concession 6, RP61R- 11282 Part 2	<b>R1A-183</b>	<b>In addition to the uses permitted in the R1A zone an accessory dwelling unit is permitted within a new single detached dwelling unit.</b>
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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 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.

**By-law Number 047-16  
Page 2 of 2**

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6TH  
DAY OF JUNE, 2016.**

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**ANDREW LENNOX, MAYOR**

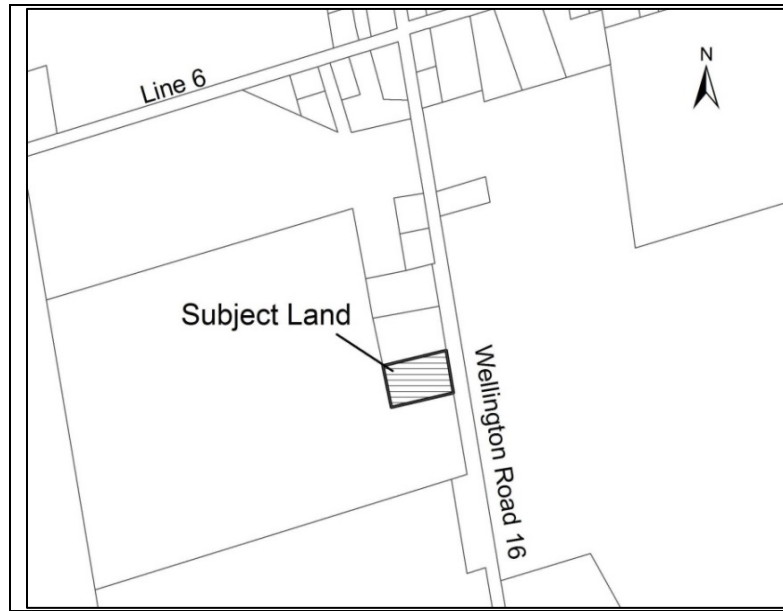
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**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH**

**BY-LAWNUMBER 047-16**

**Schedule "A"**



**Rezone from Unserviced Residential (R1A) to Unserviced Residential Exception (R1A-183)**

**Passed this 6<sup>th</sup> day of June, 2016**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**EXPLANATORY NOTE****BY-LAW NUMBER 047-16**

**THE LOCATION** being rezoned is Part of Lot 9, Concession 6, RP61R-11282 Part 2, geographic Township of West Luther. The lands subject to the amendment are 0.65 hectares (1.61 acres) in size and are currently zoned Unserviced Residential (R1A).

**THE PURPOSE AND EFFECT** of the proposed amendment is to rezone the subject land to a residential exception (R1A-183). The applicants are requesting permission to include a second unit within a new single detached residential dwelling on the subject land for the purpose of accommodating family members.

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 048-16

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (Part Lot 7, Concession 19, (Peel), with a  
municipal address of 7903 Sideroad 17, Rulkay Farms Ltd.)**

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

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 7, Concession 19 (Peel) as shown on Schedule "A" attached to and forming part of this By-law from **Agricultural (A & A1) to Agricultural Exception (A-182 & A1-182)**.
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

<b>33.182</b> Part Lot 7, Conc 19	<b>A-182</b>	<b>Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted.</b>
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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 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.



**By-law Number 048-16  
Page 2 of 2**

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6TH  
DAY OF JUNE, 2016.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 048-16**

**Schedule "A"**



**Rezone from Agricultural (A) to Agricultural Exception (A-182 & A1-182)**

**Passed this 6<sup>th</sup> day of June, 2016**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**EXPLANATORY NOTE****BY-LAW NUMBER 048-16**

**THE LOCATION** being rezoned is Part Lot 7, Concession 19, (Peel), with a municipal address of 7903 Sideroad 17. The lands subject to the amendment are 24.64 hectares (60.9 acres) in size and are currently zoned Agriculture.

**THE PURPOSE AND EFFECT** of the amendment is to rezone the subject lands to restrict future residential development. This rezoning is a condition of severance application B2/16, that was granted provisional approval by the Wellington County Land Division Committee in March. The consent will sever the existing dwelling (0.6 ha) from the agricultural parcel (24.64 ha) under the surplus farm dwelling policies.

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

**BY-LAW NUMBER 049-16**

**BEING A BY-LAW TO APPOINT A DRINKING WATER SOURCE  
PROTECTION RISK MANAGEMENT INSPECTOR AND RISK  
MANAGEMENT OFFICIAL FOR THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**WHEREAS** Section 9 of the *Municipal Act, S.O., 2001*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** Part 4 Section 47 (6) of the Clean Water Act, 2006, states that the council of a municipality that is responsible for the enforcement of this Part shall appoint a risk management official and such risk management inspectors as are necessary for that purpose;

**AND WHEREAS** the Council of the Township of Wellington North deems it necessary to appoint a Drinking Water Source Protection Risk Management Inspector and Risk Management Official to meet its responsibilities under the Clean Water Act;

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

1. That Kyle Davis is hereby appointed as Risk Management Inspector and Risk Management Official.
2. That this By-law shall come into force and take effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6TH  
DAY OF JUNE, 2016.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**



May 12, 2016

### In This Issue

- Applications invited for federal cultural infrastructure funding.
- Registration open for 2017 ROMA Conference.
- Forward Together: The Next Generation of Human Services.
- AMO Conference main stage plenary announced.
- Online learning for the busy municipal councillor.
- Space limited in pre-Conference Heads of Council Training.
- Can you recognize what makes news and why?
- Last chance to register! Free municipal workshop on waterpower.
- Careers with Town of Tillsonburg and Ontario Public Service.

### Federal Matters

Budget 2016 earmarked \$168.2 million for the Canada Cultural Spaces Fund (CCSF). CCSF supports renovations, construction and equipment used for professional arts or heritage facilities such as museums, art galleries and theatres. Funding is up to \$15 million per project. Applications encouraged by June 30, 2016.

### AMO, LAS and ROMA Events

Looking for details on the ROMA Conference? Registration, hotel and travel deals, and programming information is now available online. Visit our site and join ROMA at the Sheraton Centre Toronto Hotel, January 29 to 31, 2017.

Mark your calendars for September 22, 2016 for the first joint AMO-OMSSA Human Services Symposium. Program is in development and registration will be made available shortly. See you this Fall at the Hilton Garden Inn, Vaughan.

On the main stage at the AMO Annual Conference hear from experts on 'Exploring Municipal Fiscal Sustainability.' Strong, sustainable local communities are the backbone of a prosperous province and nation. However, the municipal sector faces real fiscal challenges as there is a staggering gap between our responsibilities and our revenues. What is the current evidence and perspectives? What sort of financial system might provide for municipal governments' current and future needs? Learn more this August at the Conference. Register today!

Online learning should be a part of every councillor's professional development plan. The re-designed AMO Online Learning Portal (AMO-OLP) has courses on: Land Use Planning; Asset Management; Municipal Councillor Financial Literacy and coming soon Municipal Property Assessment and Taxation. Learn more about the courses and how you can start learning today!

Join fellow Heads of Council at AMO's Heads of Council Leadership training pre-AMO Conference (Aug 14). Get the information you need to be an effective Head of Council. Learn what skills you need to utilize, the tools you need to lead, manage and collaborate and more. Don't miss out, and reserve your space today!

Learn to recognize what makes news and why through AMO's [Media Relations Training](#) this Summer/Fall Season. This training will better prepare you and your municipality for the media spotlight, on good days and bad. Find out more and register today.

### **Municipal Wire\***

Ontario has more than 2000 small dams in communities across the province. Learn how municipalities and community groups can partner to upgrade these structures or build new ones to produce clean energy from waterpower. No cost workshops are scheduled for [Minden](#), (May 18th), [Peterborough](#), (May 24th) and [Carleton Place](#), (June 1st). For more information, please contact [Stephanie Landers](#).

### **Careers**

[Manager of Engineering - Town of Tillsonburg](#). Applicants may submit their resumes in confidence, clearly marked with posting number HR 22.16, by 4:30 p.m. on Tuesday, May 24, 2016 to: HR Manager, Town of Tillsonburg, Fax: 519.842.9431; Email: [jobs@tillsonburg.ca](mailto:jobs@tillsonburg.ca).

[Manager, Quantitative Analysis and Modelling - Ontario Public Service](#). Location: Treasury Board Secretariat, Toronto. Please [apply online](#), only, by Friday, May 27, 2016. Please follow the instructions to submit your application.

### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

### **AMO Contacts**

[AMO Watch File Team](#), Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[Media Inquiries](#), Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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May 19, 2016

### **In This Issue**

- Asset management video features Ontario municipalities.
- Province proposing action on *Conservation Authority Act Review*.
- Registration open for 2017 ROMA Conference.
- Forward Together: The Next Generation of Human Services.
- AMO Conference main stage plenary announced.
- Online learning for the busy municipal councillor.
- Space limited in pre-Conference Heads of Council Training.
- Can you recognize what makes news and why?
- Is energy training in your 5-year energy plan?
- New LAS fuel supplier boosts program value.
- Municipal Energy Managers creating a community of practice.
- Careers with Simcoe County, Kingston and Oakville.

### **AMO Matters**

An asset management plan is your roadmap to long-term sustainability. Join us on a [journey across Ontario on the TransCanada Highway](#) and learn more.

### **Provincial Matters**

A new consultation document has been posted to the Environmental Registry proposing changes in five areas - [EBR](#) registry number 012-7583. Comment before September 9, 2016. MNR will host five regional meetings in June. If interested contact [mnrwaterpolicy@ontario.ca](mailto:mnrwaterpolicy@ontario.ca).

### **AMO, LAS and ROMA Events**

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### **LAS**

Learn easy ways to reduce your energy consumption everyday! Call LAS to provide a low-cost workshop chalked full of ideas to save at work and at home. Check out our Employee Engagement webpage today!

LAS has added a 2nd supplier to its Fuel Procurement Program to create an element of internal competition and ensure program prices are kept low. If your municipality previously explored the program but did not join, now is the time to revisit this program.

### **Municipal Wire\***

If your job includes managing municipal energy consumption or planning, join your municipal colleagues at this newly formed community of practice. Contact Alex Chapman [alex.chapman@guelph.ca](mailto:alex.chapman@guelph.ca).

### **Careers**

Technical Compliance Supervisor - County of Simcoe. Employment Type: Temporary Full Time. Reference Code: 16-EXT-03-337. Location: Administration Centre, Midhurst. Application Deadline: May 20, 2016. To view this job description in its entirety and apply online, please visit Simcoe County Careers.

Public Education & Promotion Coordinator - City of Kingston. Type of position: Temporary Part Time. Job Code: 09B128. File Number: J0516-0588. Please apply to the City of Kingston Career Opportunities by May 24, 2016.

Assistant Town Solicitor, Real Estate - Town of Oakville. Job ID: 1005-004. Call Number: 16-760. Applications will be accepted online in the Town of Oakville Current Opportunities section no later than midnight on May 31, 2016.

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### **AMO Contacts**

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

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May 26, 2016

### **In This Issue**

- National Disaster Mitigation Program.
- Canada 150 Community Infrastructure Program in Southern Ontario.
- Registration open for 2017 ROMA Conference.
- Forward Together: The Next Generation of Human Services.
- AMO Conference main stage plenary announced.
- Online learning for the busy municipal councillor.
- Space limited in pre-Conference Heads of Council Training.
- Can you recognize what makes news and why?
- Pick the right portfolio for your capital projects.
- Careers with Halton Region, Durham College and Niagara-on-the-Lake.

### **Provincial Matters**

The Ministry of Municipal Affairs and Housing is currently accepting proposals under the National Disaster Mitigation Program, which offers 50% federal funding for eligible flood mitigation projects. The deadline for Ontario applicants to submit 2016-17 proposals is June 9, 2016. The deadline for 2017-18 proposals will be Fall 2016. Find out more on the ministry's [website](#).

### **Federal Matters**

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) is now accepting applications through Intake Two of the [Canada 150 Community Infrastructure Program](#) in southern Ontario. Up to \$44.4 million is available for projects that involve the renovation, expansion or improvement of community and cultural infrastructure across southern Ontario. Deadline for submitting applications is June 24, 2016.

### **AMO, LAS and ROMA Events**

Looking for details on the ROMA Conference? Registration, hotel and travel deals, and programming information is now available [online](#). Visit our site and join ROMA at the Sheraton Centre Toronto Hotel, January 29 to 31, 2017.

Mark your calendars for September 22, 2016 for the first joint [AMO-OMSSA Human Services Symposium](#). Program is in development and registration will be made available shortly. See you this Fall at the Hilton Garden Inn, Vaughan.

On the main stage at the AMO Annual Conference hear from experts on 'Exploring Municipal Fiscal Sustainability.' Strong, sustainable local communities are the backbone of a prosperous province and nation. However, the municipal sector faces real fiscal challenges as there is a staggering gap between our responsibilities and our revenues. What is the current evidence and perspectives? What sort of financial system might provide for municipal governments' current and future needs? [Learn more](#) this August at the Conference. Register today!

Online learning should be a part of every councillor's professional development plan. The re-designed AMO Online Learning Portal (AMO-OLP) has courses on: Land Use Planning; Asset Management; Municipal Councillor Financial Literacy and coming soon Municipal Property Assessment and Taxation. [Learn more](#) about the courses and how you can start learning today!

Join fellow Heads of Council at AMO's Heads of Council Leadership training pre-AMO Conference (Aug 14). Get the information you need to be an effective Head of Council. Learn what skills you need to utilize, the tools you need to lead, manage and collaborate and more. Don't miss out, and reserve your space today!

Learn to recognize what makes news and why through AMO's Media Relations Training this Summer/Fall Season. This training will better prepare you and your municipality for the media spotlight, on good days and bad. Find out more and register today.

### **LAS**

Trying to pick compliant municipal investments for future capital expenditures doesn't have to be difficult. The One Investment Program offers four portfolios - each with its own intended investment duration - to match municipalities' short, medium and long-term investment needs. Discover which portfolio matches your needs best?

### **Careers**

Senior Project Manager, Transportation Planning - Region of Halton. Department: Legislative and Planning Services. Posting Expires: June 3, 2016. Posting Number: LP-207-16. Please submit your application online at Halton Region Current Employment Opportunities.

Chief of Staff - Durham College. Please apply by submitting your cover letter and resume to the Durham College online portal. Job Competition closes at 4:00 p.m. on June 3, 2016. Competition number AD16-09.

Director of Community and Development Services - Town of Niagara-on-the-Lake. Confidential resumes and supporting documentation will be accepted until 4:00 p.m. on Thursday, June 16, 2016 to atrudeau@notl.org.

### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow @AMOPolicy on Twitter!

### **AMO Contacts**

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

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\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



# DSWP Newsletter

## Amendments to the Approved Source Protection Plan were submitted April 29, 2016!

Following consultation activities January 12 – March 7, 2016, the Source Protection Committee reviewed the comments received at its March 18<sup>th</sup> meeting. Carl Seider, Project Manager, also made presentations to the three Source Protection Authorities to receive policies in preparation for the submission to the Minister of the Environment and Climate Change.

## The Source Protection Plan comes into effect July 1, 2016 – Is your municipality ready?

- Do you have Risk Management Official/Risk Management Inspector arrangements made?
- Municipalities have implementation responsibilities under Part IV of the *Clean Water Act* that include:
  - Appointing Risk Management Officials/Risk Management Inspectors to verify significant drinking water threats for properties within their municipality
  - Negotiating Risk Management Plans with landowners, monitoring and enforcing Source Protection Plan policies
- Restricted Land Use Planning for policies where applicable
  - Section 59 of the *Clean Water Act* (restricted land use policies) is intended to serve as a ‘red flag’ so that building permit and *Planning Act* applications can be reviewed in areas where Section 57 (Prohibition) and Section 58 (Risk Management Plans) requirements are in effect for vulnerable areas
  - The vulnerable areas, as delineated in the Source Protection Plan, identify the locations where restricted land use activities may apply. Restricted Land Use Policies G-01– Non-residential, G-02– Residential, and G-03 – Non-residential for Fuel Near Intakes specify the types of activities designated as restricted land uses for the purpose of Section 59. See Chapter 6 of the Source Protection Plan at the following link <http://www.waterprotection.ca/i-plan.htm> to review policy text
  - A Notice to proceed is required from a Risk Management Official before an application or approval under the *Planning Act* can proceed or a building permit issued
- Monitoring and annual reporting to local Source Protection Authority – is there a process in place to track relevant information for submissions

## Quick Facts from the Ministry of the Environment and Climate Change (MOECC)

- Additional Resources from MOECC - <http://www.ontario.ca/page/source-protection>

## Drinking Water Protection Zone Road Signs

Road signs are starting to go up around the province notifying people that they are entering a Drinking Water Protection Zone. The Drinking Water Source Protection office is working with MOECC and Ministry of Transportation Ontario to determine locations and timing for installation of signs on provincial roads where Source Protection Municipal Implementation Funding (SPMIF) agreements have been amended by the MOECC. The new SPMIF guidance allows for SPMIF to be used for the purchase and installation of municipal road signs (**so long as** you write to MOECC to have your agreement amended). Please send any questions to the following email and the appropriate staff person will respond [Source.protection@ontario.ca](mailto:Source.protection@ontario.ca).

### More Information about the new Drinking Water Protection Zone signs (you can use this content in municipal newsletters, on websites, in social media)



- ◆ They are appearing across Ontario to raise awareness about our drinking water sources and to protect our health
- ◆ Governments at the provincial and local level are placing signs where a pollution spill could have a significant negative impact on our drinking water
- ◆ The signs are part of Ontario's Source Water Protection program under the *Clean Water Act*, which empowers communities to better protect their local water sources
- ◆ You will see the signs as you drive through a drinking water protection zone
- ◆ Placement of the signs depends on whether drinking water sources are vulnerable in that area

## Meetings and key dates

Source Protection Committee Meeting on May 27, 2016, 9:30 am - 12:00 noon at Saugeen Conservation in Formosa. Agenda will be posted to [www.waterprotection.ca](http://www.waterprotection.ca) when available. The meeting is open to the public.

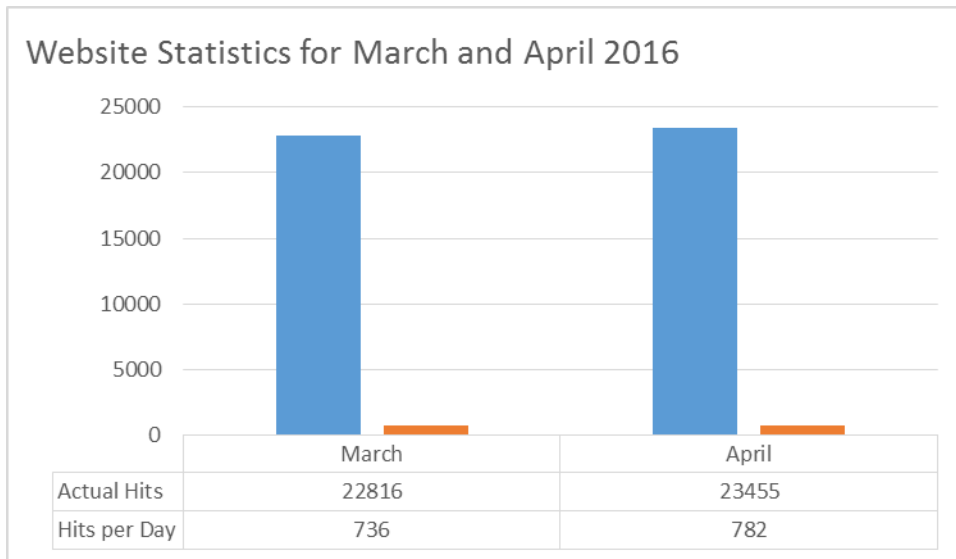
Drinking Water Source Protection Staff are actively engaging with municipalities in preparation for the Source Protection Plan Implementation Date of July 1, 2016.

## Website statistics for March and April 2016

The top visited pages and downloaded items for the [www.waterprotection.ca](http://www.waterprotection.ca) website were:

- Source Protection Plan Events-based area maps for Kincardine, Southampton, Thornbury, Meaford, Owen Sound and Wiarton
- Assessment Report documents for Saugeen and Grey Sauble Conservation Areas
- Municipal implementation responsibilities section of Municipal page
- Source Protection Plan maps for Murdock Glen and Clifford

The following two charts represent the website hits or visits for each of the last two months. The chart displays the total actual hits for the month in blue and the average hits or visits per day in orange. To optimize accuracy, the hits/visits to the [www.waterprotection.ca](http://www.waterprotection.ca) website have been corrected to remove any search engine/robot type software not associated with an actual person visiting the site.



## Municipal Toolbox Items

Visit <http://waterprotection.ca/municipal.htm> for resources and administrative items that can be viewed, downloaded and/or personalized for municipal implementation

Try out the local Drinking Water Source Protection Public Mapping site available at [Interactive Vulnerable Areas Mapping Application](http://www.waterprotection.ca) link at [www.waterprotection.ca](http://www.waterprotection.ca)

You can view the Source Protection Region and see each Wellhead Protection Area (WHPA) and Intake Protection Zone (IPZ). When you select a coloured area, a chart will appear with the system name, WHPA or IPZ name, vulnerability score, status and references where applicable. This information is a useful tool when reviewing the Source Protection Plan policies. In Chapter 5 of the Source Protection Plan, there are tables for each vulnerability score and zone to make finding the policies that apply to a property quicker. Chapter 6 contains the policies.

## Education & Outreach Materials and Resources

There are many valuable tools available to municipalities that would be useful when talking to landowners and preparing them for implementation or including on your municipal website or social media presence. Each of these catalogue items give key messages based on the target audience. If you would like printed septic brochures, they are available for order from the Ministry of the Environment and Climate Change by sending an email to: [Source.Protection.E&O@ontario.ca](mailto:Source.Protection.E&O@ontario.ca)

Catalogue items download from Conservation Ontario: <http://conservation-ontario.on.ca/library>

- ◆ General Source Water Protection Messages
- ◆ Agriculture, Nutrients and Pesticides
- ◆ Heating and Liquid Fuels
- ◆ Road Signs
- ◆ Wells
- ◆ Hazardous Liquids
- ◆ Road Salt/Snow Storage
- ◆ On-site Sewage (Septic) Systems
- ◆ Education and Outreach Campaign-in-a-Box toolkit - (e.g. social media strategies, plans and infographics)

Infographics like the one below can be used in tax statements, mailings and on municipal social media and websites. Contact Karen Gillan if you would like this graphic. Others will be featured in future newsletters and on the Drinking Water Source Protection website, Facebook and Twitter feeds.



## Glossary of Common Drinking Water Source Protection Terms and Initialisms

IPZ = Intake Protection Zone, is a zone established/delineated around a municipal surface water intake as prescribed by the Technical Rules: *Clean Water Act, 2006*. The IPZ-1 is a circle that has a radius of 1000 metres (1 km) from the crib of the surface water intake that serves as the source or entry point of raw water supply for the system. The Assessment Report identified that where the area delineated includes land, the IPZ-1 included a setback on the land of up to 120 metres and the area regulated by Conservation Authorities where applicable, where the 1000 metre circle touches the land. An area known as IPZ-2 was delineated in the Assessment Report based on an area where a modelled contaminant released would take two hours to travel to the intake. It includes the onland area that drains to the surface water intake, using both natural features and water management infrastructure. IPZ-3 includes the area where a contaminant could reach the intake during an extreme event such as a flood. Not all intakes will have an IPZ-3. IPZ-Q corresponds to the drainage area that contributes surface water to an intake and the area that provides recharge to an aquifer that contributes groundwater discharge to the drainage area. Part VI.7 of the Technical Rules specifies the rules with respect to the delineation of IPZ-Q (Matrix, 2016).

EBA = Events-based area, is part of the IPZ-1, IPZ-2, IPZ-3 where activities under the modelled conditions may be considered a threat to drinking water sources. IPZs don't overlap each other but an EBA can overlap the IPZs.

Vulnerability score = a score representing the susceptibility of an area to contamination. These scores are based on Technical Rules: *Clean Water Act, 2006*, where 10 is the most vulnerable and 2 is the least vulnerable. In a wellhead protection area (WHPA), significant threats are possible where the score is greater than 8 (dense non-aqueous phase liquids can be significant in WHPA-A, B or C).

WHPA = Wellhead Protection Area is one of four types of vulnerable areas identified in the *Clean Water Act*. It is the zone around a drinking water well. The WHPA-A is the 100 metre circle centred on the wellhead. The WHPA-B is the two year time-of-travel . WHPA-C is the five year time-of-travel . WHPA-D is the 25 year time-of-travel . WHPA-E is associated with a GUDI (groundwater under the direct influence of surface water) well is the area within which the surface water could reach the well within two hours.

A-Q (local area) is associated with an area that has a water quantity threat; WHPA-Q1 is mapped as the combined area of the cone of influence of the well and the whole of the cones of influence of all other wells that intersect that area.

## DWSP Newsletter

### Drinking Water Source Protection

237897 Inglis Falls Road

Owen Sound, ON N4K 5N6

Phone: 519-470-3000 Toll free: 877-470-3001 Fax: 519-470-3005

Editor: [k.gillan@waterprotection.ca](mailto:k.gillan@waterprotection.ca)

[www.waterprotection.ca](http://www.waterprotection.ca)

<https://www.facebook.com/pages/Drinking-Water-Source-Protection>

[https://twitter.com/DWSP\\_Saugeen](https://twitter.com/DWSP_Saugeen)



**Meeting: Accessibility Advisory Committee (AAC)**

**Location: Elora Library**

**Date: May 5, 2016**

**Time: 1:30pm**

**PRESENT: Warden George Bridge, Councillor Pierre Brianceau, Irene Van Eenoo, Nancy Oliver-Hawkrigg, Walt Visser, Matthew Bulmer, Mark MacKenzie, Bob Pearson, Kristen Horne, Morgan Struyk, Donna McMurdo**

**ABSENT: Andrea Lawson, Susan Farrelly, Councillor Kelly Linton, Michele Richardson, Nancy Dietrich**

Item #	Description
1	Call to Order
2	<p><b>Adoption of Previous Minutes</b></p> <p>Moved by Bob Pearson                      Seconded by Pierre Brianceau                      That the minutes of February 4, 2016 be adopted as circulated.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3	<p><b>AAC Membership</b></p> <p>3.1 New Members</p> <ul style="list-style-type: none"> <li>• Morgan Struyk joins the AAC</li> <li>• Kristen Horne leaves the AAC</li> </ul>
4	<p><b>Old Business</b></p> <p><b>4.1 Zoning and Long Term Care Homes</b></p> <p>Due to changes the province made a few years ago for long term care facilities this has been an on-going matter to ensure that long term care facilities get the same zoning protection as we would in our own home. Matthew asked for this to be put on hold until further notice because the Planning department is very busy at this time.</p>



#### **4.2 Facility Accessibility Design Manual (FADM) Update**

Kristen worked with the FADM consultants and some changes have been suggested, the next step is for Morgan to review the changes and see if they need to be adopted into the FADM, once finalized it will be taken to council. Bob asked if the FADM had been adopted by lower tier municipalities and Kristen confirmed that yes the original FADM has been adopted by lower tiers and we will encourage lower tiers to adopt the new FADM once it has been completed and approved by council. Matthew asked if a separate document should be created to outline the minimum provincial regulatory requirements in the event that the FADM exceeds a building budget; Morgan will look into this inquiry.

#### **4.3 Mount Forest Sports Complex Accessibility Issue Update**

The Sports Complex does not have inside automatic doors, which can create a barrier for some people who use the building. Mark said that the matter will be considered in next year's budget.

#### **4.4 Accessibility Requirements under the Building Code**

Kristen sent a summary of Accessibility requirements under the Building Code to committee members before the meeting and no one had questions regarding the Building Code. Bob raised a concern about Architect's that are selected for projects; are they competent and familiar with building code requirements? The Warden ensured the committee that when Minto and The County of Wellington select architects and/ or builders for projects that those selected meet building code and AODA building requirements.

#### **4.5 Harriston Library Elevator**

The Harriston Library elevator buttons caused a barrier for people with low vision; the buttons were difficult to navigate. Kristen informed the committee that the buttons have been fixed to be more accessible, Chad added rubber rings around each button.

#### **4.6 StopGap Update**

Matthew and Irene provided an update on the StopGap program; Matthew said that he had been talking to local businesses and all are eager to participate in the StopGap program. Matthew wanted the committee to endorse StopGap to receive CIP funding, a motion was called and all committee members were in favour of endorsing the idea. The Warden mentioned that CIP has been expanded to include more than just downtown areas. The Warden suggested to have StopGap come to the next Council meeting to give a presentation and have politicians present. The Warden and Matthew will take the StopGap program to the Economic Development group and suggest a presentation at the Council meeting in June.

	<p><b>4.7 Blindsquare and iBeacons</b></p> <p>Matthew summarized the Blindsquare and iBeacons program to the committee. Kristen researched and found that the Sanderson Centre for Performing Arts in Brantford is the first performing arts centre in the world to implement this program; the centre was looking to launch the program publicly as of March 1<sup>st</sup>. Kristen mentioned that perhaps a test of this program could be set up at one of the County Libraries. The contact at the Sanderson Centre told Kristen that a visit could be arranged; Morgan will get in contact with the Sanderson Centre for Performing Arts to schedule a visit to see the program in action with Matthew and other interested parties.</p>
<p><b>5</b></p>	<p><b>New Business</b></p> <p><b>5.1 Highlight Storefront Steps</b></p> <p>Mark raised the concern that a few years ago all of the storefront steps in Mount Forest had been highlighted and that it is now wearing off, Mark wanted to know if this is a requirement and should it be done again. The Warden and Mark will bring up the highlighting of storefront steps at the next Council meeting.</p> <p><b>5.2 Accessibility Fund</b></p> <p>The committee requested to have the Accessibility Fund information circulated; Morgan will send out this information before the next meeting.</p>
<p><b>6</b></p>	<p><b>Next Meeting: September 1, 2016 at 1:30 pm, Elora Library</b></p>

## SOURCE PROTECTION COMMITTEE

### MINUTES – MEETING #70

**MEETING:** SOURCE PROTECTION COMMITTEE

**DATE:** FRIDAY, MARCH 18, 2016

**TIME:** 9:30 A.M.

**LOCATION:** GREY SAUBLE CONSERVATION, OWEN SOUND ON

#### CALL TO ORDER

Chair Mike Traynor called the meeting to order at 9:30 a.m.

**In Attendance:** Chair, Mike Traynor  
Andrew Barton, David Biesenthal, Bruce Davidson, Robert Emerson,  
Kathie Hughes, Brent Lanktree, Les Nichols, Bill Twaddle

**Others Present:** Teresa McLellan, Ex-officio, Ministry of the Environment and Climate Change (MOECC)  
Carl Seider, Project Manager, Drinking Water Source Protection (DWSP)  
Nancy Guest, Recording Secretary, DWSP

**Also in Attendance:** John Cottrill, CAO, Grey Sauble Conservation  
Wayne Brohman, General Manager/Secretary-Treasurer, Saugeen Conservation  
Emily Vandermeulen, Program Supervisor, DWSP  
Alex Milanetti, GIS/Database Specialist, DWSP

**Regrets:** Carolyn Day, Ken Furlong, Mark Kraemer, Carolyn Parker, Mitch Twolan

**Proxy Appointed By:** Carolyn Day, Ken Furlong and Carolyn Day

#### **1. Adoption of Agenda**

SPC member Les Nichols and Chair Mike Traynor indicated that they have matters to address under New Business.

**Motion No.**  
**SPC-16-254**

**Moved by Les Nichols**  
**Seconded by Robert Emerson**

**THAT the Agenda be adopted as amended.**

**Carried**

## 2. Declaration of Pecuniary or Conflict of Interest

Committee members were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time.

## 3. Adoption of Minutes

**Motion No.**  
**SPC-16-255**

**Moved by Bruce Davidson**  
**Seconded by Andrew Barton**

**THAT the Minutes of the January 29, 2016 Source Protection Committee meeting be adopted as distributed.**

**Carried**

## 4. Correspondence

Letter from Heather Malcolmson, Director, Source Protection Programs Branch, dated February 18, 2016 respecting Source Protection Plan amendments process was **noted and filed**.

Letter from Luke Charbonneau, Chair, Saugeen Conservation, dated February 18, 2016 respecting Source Protection Plan amendments process was **noted and filed**.

Letter from Huron-Kinloss to Hon. Glenn Murray, Minister of the Environment and Climate Change, dated February 23, 2016 respecting the costs of delineating a wellhead protection area was **noted and filed**.

Letter from Heather Malcolmson, Director, Source Protection Programs Branch, dated March 2, 2016 respecting Source Protection Plan amendments process was **noted and filed**.

## 5. Reports

### Administration Report 5a

The Project Manager reviewed Report 5a and advised that staff has been reduced to 2.6 full-time equivalent. Also, the Lead Source Protection Authority is being changed from Saugeen Valley Conservation to Grey Sauble Conservation effective April 1, 2016. The MOECC Program Tour and Audit was discussed including the unique challenges encountered by the numerous Regions in the Province. Program funding is being reviewed with a view to remaining responsible to taxpayers while continuing to maintain engagement.

### Communications Report 6b

The Chair acknowledged that this report was available for review prior to the meeting and asked for questions from the floor. There were no questions.

**The Committee recessed from 10:00 a.m. to 10:25 a.m.**

## 6. Matters Arising from the Minutes

### Amended Source Protection Plan Municipal Resolutions Report 6a

The Project Manager reviewed Report 6a and advised that the consultation period was extended to allow for comments respecting the water quantity issues in the Municipality of Brockton. At the time of this meeting, resolutions had been received from eight of the nine municipalities affected by the amendments to the Source Protection Plan, plus four other municipalities which endorsed the proposed amendments. The Town of Saugeen Shores had deferred providing a resolution however, one has since been received. Other minor changes were made to the Source Protection Plan to make all policies consistent. The target for submission to the MOECC is the end of April, 2016.

### Source Protection Plan Amendment Comments Report 6b

The Project Manager reviewed the comments received from the MOECC and Wellington County and advised that there were good discussions at the consultation open houses. Several issues were discussed including the ability to make minor corrections for consistency, continuity, grammar and spelling without formal consultation.

**Motion No.**  
**SPC-16-256**

**Moved by Kathie Hughes**  
**Seconded by Bill Twaddle**

**THAT the Source Protection Committee agrees with amending Policy 15-03 to provide consistency with Policy 15-01 under the *Clean Water Act, 2006*, s. 51 subsection 6, as a patent error and directs Drinking Water Source Protection Staff to submit such changes to the Ministry of the Environment and Climate Change.**

**Carried**

### Amended Source Protection Plan Consultation Report 6c

The Project Manager reviewed Report 6c and reaffirmed that the target date for submitting the proposed amendments to the Source Protection Plan was the end of April, 2016. Funding was requested and approved for the affected municipalities. There is a deadline for this funding and funds will be made available once applied for by the affected municipalities within that deadline.

**Motion No.**  
**SPC-16-257**

**Moved by Bruce Davidson**  
**Seconded by Brent Lanktree**

**THAT: the Source Protection Committee for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region approve the Amended Source Protection Plan for the Saugeen Valley Source Protection Area, the Grey Sauble Source Protection Area and the Northern Bruce Peninsula Source Protection Area pending the implementation of changes, if any, agreed to by the Source Protection Committee during its meeting on March 18, 2016; and further,**

**THAT Drinking Water Source Protection Staff be directed to forward the Amended Source Protection Plan to the Saugeen Valley Source Protection Authority, the Grey Sauble Source**

**Protection Authority and the Northern Bruce Peninsula Source Protection Authority, as required.**

**Carried**

## **7. New Business**

### New Wells

SPC member Les Nichols introduced a discussion respecting the procedure for future municipal wells and was advised by the MOECC liaison that source water protection has been added to the Environmental Assessment process and applicable policies must be considered. Affected landowners would be notified when the delineation of the well is determined in the Environmental Assessment.

### Reappointment of the Chair

Chair Mike Traynor advised that his appointment as Chair expires August 20, 2016 and he has chosen not to request a reappointment. The Chair stated that he is extremely proud of the work accomplished over the last eight years by the diligent and dedicated Source Protection Committee, the talented and untiring staff, the leadership of the Source Protection Authority Management Committee, the sound advice and input from the Working Groups, and the ongoing support, guidance and encouragement from the MOECC. He is confident that the implementation phase will be a success and will achieve the protection of municipal drinking water resources in our Region, and is thankful for the opportunity to have served as the Chair and the privilege of working with everyone.

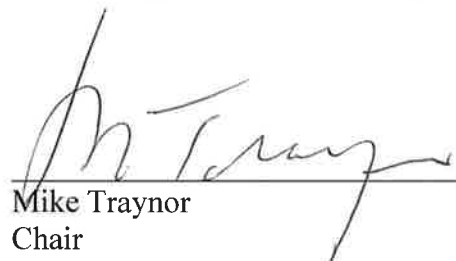
## **8. Other Business**

There was no other business.

## **9. Confirmation of Next Meeting and Adjournment**

The next Committee meeting will be held on Friday, May 27, 2016 at 9:30 a.m. at Saugeen Valley Conservation in Formosa, Ontario.

There being no further business, a motion was made to adjourn at 11:40 a.m.

  
Mike Traynor  
Chair

  
Nancy Guest  
Recording Secretary

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

**BY-LAW NUMBER 050-16**

**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, JUNE 6, 2016.**

**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 June 6, 2016 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 6TH DAY OF JUNE, 2016.**

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**ANDREW LENNOX  
MAYOR**

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**KARREN WALLACE  
CLERK**

<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
Tuesday, June 7, 2016	Recreation and Culture Committee	8:30 a.m.
Thursday, June 16, 2016	Cultural Roundtable Committee	12:00 p.m.
Monday, June 20, 2016	Council Meeting	7:00 p.m.
Tuesday, June 21, 2016	Public Works Committee	8:30 a.m.
Tuesday, June 21, 2016	EDC – Hawks Nest – Kincardine	7:00 p.m.
Saturday, July 2, 2016	#GITFH Race	9:30 a.m.

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

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427**  
**- Kitchener location – 1-855-656-3748**  
**TTY: 1-877-843-0368**

**Documents in alternate forms – CNIB – 1-800-563-2642**