



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

Regular Meeting of Council

Monday, July 14, 2014

7:00 p.m.

Municipal Office Council Chambers, Kenilworth

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<p><u>CLOSED MEETING SESSION</u></p> <ol style="list-style-type: none">1. Labour relations or employee negotiations. (Section 239 (2) (d))2. Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board. (Section 239 (2) (e))3. Confirmation of Closed Session Minutes – June 23, 2014	
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<p><u>ADJOURNMENT</u></p> <p>Michael Givens, Chief Administrative Officer/Clerk</p>	

TOWNSHIP OF WELLINGTON NORTH

PUBLIC MEETING - MINUTES

Monday, June 23, 2014

The Public Meeting was held Monday, June 23, 2014 at 7:00 p.m. at the Township of Wellington North Council Chambers, Kenilworth to present and receive input regarding proposed amendments to the County of Wellington Official Plan and the Township of Wellington North Zoning By-law.

Present:

Mayor: Raymond Tout
Councillors: Sherry Burke
Mark Goetz
Andy Lennox
Dan Yake

Also Present:

C.A.O./Clerk: Michael Givens
Deputy Clerk: Catherine More
Executive Assistant: Cathy Conrad
Township Planner: Linda Redmond
Chief Building Official: Darren Jones
Treasurer: Paul Dowber
Director of Recreation, Parks & Facilities: Barry Lavers
Fire Chief: Dave Guilbault

Mayor Tout called the meeting to order.

Declaration of Pecuniary Interest:

None declared.

Owner/Applicant: Alette Holsteins Ltd. and H. Bye Construction Ltd.

The Purpose and Effect of the Applications

The purpose is to amend Schedule A6 of the County Official Plan by adding a Mineral Aggregate Area overlay to a 24.5 hectare area of the subject lands, within an existing Prime Agricultural designation. The proposed Zoning By-law Amendment will rezone the 24.5 ha area of lands from Agricultural (A) to Extractive Industrial (EI). This will permit development of a gravel pit operation pursuant to the Aggregate Resources Act, on the subject property.

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Location of the Subject Land

The amendments relate to parts of Lots 5 and 6, Concession 5 in the Township of Wellington North (former Arthur Township). This land is located in the northeast part of the Township and has a municipal address of 7572 Sideroad 3 E and 9458 Concession 4 N. These properties are owned by Alette Holsteins Ltd. who has entered into an extraction agreement with H. Bye Construction Ltd.

Power of OMB to Dismiss Appeals

If a person or public body does not make oral submissions at a public meeting or make written submissions to the **County of Wellington** before the proposed **Official Plan amendment** is adopted, or **Township of Wellington North** before the proposed **Zoning By-law amendment** is passed, the person or public body is not entitled to appeal the decision of the County of Wellington or the Council of the Township of Wellington North to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the **County of Wellington** before the proposed **Official Plan amendment** is adopted, or **Township of Wellington North** before the proposed **Zoning By-law amendment** is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

1. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on May 30, 2014.

2. Presentations by:

Linda Redmond, Senior Planner, presented her comments dated June 18, 2014

The purpose of this report was to provide the Township with an overview of the Official Plan application and provide the comments received to date to facilitate the public meeting. Further, this statutory public meeting provided an opportunity for the community and area residents to ask questions and seek more information from the proponent and their consultants.

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The lands subject to the amendment are located at Part Lot 5 & 6, Concession 5 with municipal addresses of 7572 Sideroad 3 and 9458 Concession 4 N. The property is located in the northerly part of the Township approximately 6 km east of Mount Forest. These properties are owned by Alette Holsteins who have entered into an extraction agreement with H. Bye Construction Ltd.

The proposal is for a Category 3 (1.5 metres above the water table), Class "A" gravel pit. The purpose is to amend Schedule A6 of the County Official Plan by adding a Mineral Aggregate Area overlay to a 24.5 hectare area of the subject lands, within an existing Prime Agricultural designation.

The proposed Zoning By-law Amendment will rezone the 24.5 ha area of lands from Agricultural (A) to Extractive Industrial (EI). This will permit development of a gravel pit operation pursuant to the Aggregate Resources Act, on the subject property.

The site plan indicates that the area to be licensed is approximately 24.5 ha., and the area to be extracted is 21.8 ha. The proposed zoning excludes a redi-mix concrete plant, asphalt plant, aggregate transfer station or a waste recycling depot.

It is estimated that approximately 2.5 million tonnes of aggregate is present. The total annual volume being applied for in the license application to the Ministry of Natural Resources is 75,000 tonnes per year. Extraction is to stay at least 1.5 metres above the water table.

The proposed main haul route will be north on Concession 4 N to Highway 89 and west to Mount Forest. The hours of operation are proposed to be from 7am to 6pm, Monday to Friday and exclude holidays.

As part of the application, H. Bye Construction Ltd. has provided the following documents:

- Summary Statement for license application (January 2013)
- Fisheries Report (AET Consultants – December 2013)
- Hydrogeologist Study – Level 1 (Gamsby and Mannerow Engineers – November 2012)
- Natural Environment Level 1 and 2 Reports for Class A Pit License (AET Consultants – Dec. 2013)

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PUBLIC MEETING - MINUTES

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- Stage 1-2 Archeological Assessment (William R. Fitzgerald, Ph.D. - July 2013)
- Site Plans for Class A Pit License (W.L. Bradshaw P.ENG – January 2014)

The neighbouring lands consist of primarily agricultural fields/farms. There is a wetland area running through the property. There is a parochial school to the south of the property.

The area of the proposed pit is designated a mixture of Primary Agricultural and Core Greenlands in the Official Plan. The area is currently zoned Agricultural (A) and Natural Environment (NE).

Planning Considerations Include

Aggregate Resource Area Overlay Designation

In the Official Plan, the Aggregate Resource Area designation overlays other designations such as Primary Agricultural and Core Greenlands. It delineates an area of gravel resource of primary significance as well as existing gravel pit licenses. Section 2.5 of the Provincial Planning Statement as well as Section 6.6 of the County Plan protects such areas for extraction, provided that social and environmental impacts can be mitigated to acceptable levels.

The proposed site plan as submitted identifies the license boundary area as approximately 24.5 ha., and the area to be extracted is 21.8 ha. This is the document that would be approved by the Ministry of Natural Resources (MNR) along with the license.

Core Greenlands

The areas designated Core Greenlands in the Official Plan are, for the most part, to the west and south of the proposed new Aggregates Resource Area overlay.

Saugeen Valley Conservation Authority (SVCA, April 2014) has raised environmental concerns which may require some modifications to the extraction area and requires additional information.

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Neighbourhood Compatibility

The closest sensitive receptor is to the north (Ferguson farm), which is approximately 85 metres from the proposed area of extraction. Section 2.2.6 of the Aggregate Resources of Ontario: Provincial Standards states that "if extraction and / or processing facilities are within 150 metres of a sensitive receptor, a noise assessment is required to determine whether Provincial Guidelines can be satisfied."

A parochial school is located within close proximity to the proposed pit. Further analysis regarding the haul route hours and road conditions should be reviewed to ensure pedestrian safety given the foot and horse/buggy traffic to and from this use.

A number of letters have been received from surrounding land owners. The list of concerns is provided below under the public comments.

Traffic Impacts

Further information is required to determine the adequacy of the proposed haul route (Concession 4 N). A traffic impact assessment may be necessary to determine any road upgrades that may be required.

Zoning By-law Amendment

In addition to the County of Wellington Official Plan Amendment, the applicant has applied to the Township of Wellington North for a zone amendment to consider rezoning the same area from Agricultural (A) to Extractive Industrial (EI). The Extractive Industrial zoning would limit extraction to 1.5 metres above the water table.

A separate draft zoning amendment will be presented in the near future. As per the Planning Act, the Township cannot approve the associated zoning until adoption of the Official Plan Amendment by the County occurs.

Public and Agency Comments

We have received a number of letters and a petition from the surrounding neighbours. Some concerns and comments received include:

- Destruction of Agricultural land
- Site not suitable

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- Truck traffic will damage roads
- Safety of Mennonite community travelling in area particularly to the parochial school in the immediate area of the pit
- Decrease in property values
- Dust and noise pollution
- Impact to the natural environment and wildlife
- Effects on wells and ground water
- No benefits to neighbors
- Notification of application was inadequate

Comments were received from Saugeen Valley Conservation Authority (SVCA) requesting deferral of the Official Plan Amendment and Zoning Amendment pending further information from the applicant as outlined in correspondence dated April 18, 2014.

Draft Official Plan Amendment

The draft Official Plan amendment was attached for Council's review.

Summary

This report is for information purposes only at this point. It is not a complete list of issues and has been prepared to provide Council and the public some cursory information in order to facilitate the public meeting discussion. There are some technical matters that the applicant is required to resolve. This statutory public meeting provided an opportunity for the community and area residents to ask questions and seek more information from the proponent and their consultants.

3. Review of Correspondence received by the Township:
 - Candace Hamm, Environmental Planning Coordinator, SVCA
 - Further clarification is required.
 - Erik Downing, Environmental Planning & Regulations, SVCA
 - Recommends deferral.
 - Brenda Sztucza, 7649 Sideroad 3 East
 - Gravel pit is not a good idea.

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- Gerald Booi, 9592 Concession 4 North
 - Objection.
 - Brett McHugh, 9391 Concession 4 North
 - Objection.
 - Victoria McHugh, 9391 Concession 4 North
 - Concerned.
 - Arlene Muckart, 7302 Sideroad 3 East
 - Concerned.
 - Bonnie Littley, 9567 Concession 4 North
 - Requesting notification.
 - Wendy Schill, 7819 4th Line, RR 2, Wallenstein, ON
 - Concerned.
 - Wellington Federation of Agriculture
 - Does not support application
 - Petition to Deny Notice of Application of Proposed Official Plan Amendment
4. Persons wishing notice of the passing of the By-law must submit a written request.
 5. Mayor opens floor for any questions/comments.

Bruce Fulcher, agent for the applicant, was present to answer any questions. A public information meeting was held on March 19 at the Mount Forest Fire Hall. Concerns were raised later regarding the haul route. This is an ongoing process with the Ministry of Natural Resources.

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Bill Bradshaw, engineer, has been working with Mr. Fulcher. The proposed main haul route will be north on Concession 4 N to Highway 89 and west to Mount Forest. Proposed hours of operation are 7 am to 6 pm, Monday to Friday, excluding holidays. Any Saturday operations will be preapproved and on an exception basis only. Additional natural environment work is being conducted with someone currently collecting data. The Ministry of Natural Resources and the Saugeen Valley Conservation Authority have requested more information. These issues should be able to be addressed after the field work is conducted. The closest residence is at the Ferguson farm and is approximately 183m from the boundary of the extraction area. There is a school nearby. There are other pits in the area. Regarding destruction of agricultural lands, this is a Category 3 application and the lands will be rehabilitated for agricultural use. Extraction will be 1.5 metres above the water table. Monitoring will be conducted over a year to determine the highest point of the water table. The pit will be opened in sections and returned to agricultural use as they move from section to section. The hydrogeologist report shows the water table varies across the site. Notification of meeting was given in accordance with the Act. It was posted on the property, sent to owners within 120 m, and published in the newspaper.

Louise Hopkins, lives across the road from the proposed gravel pit with her husband and two children, expressed several concerns regarding the proposed pit.

- Dust and the affect it will have on her twelve year old son who suffers from asthma.
- Safety concerns with a significant volume of trucks using the road.
- Road conditions. Frequent grading required and erosion will worsen with increased truck use. If the pit operates year round there will be issues with white out conditions in the winter.
- They will experience an increase in hydro use as they will require air conditioning if they cannot open their windows or dry their clothes on a line outside because of dust.
- Their recreation will be affected as they will not be able to walk or bike on the road because of safety issues.
- Water quality could be affected. Who will monitor that no excavation takes place below the 1.5m level above the water table, the runoff and infiltration impacts. Have the surface water management controls, operational details and development plans been submitted? How will water quality be monitored?

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- Environmental and wildlife impacts. The SVCA report outlines several concerns including the habitat for two threatened species of birds. Noise, vibration and movement at the pit will create an unsafe environment for wildlife. Will an application be made to designate part of the pit land as Provincially Significant Wetland and will SVCA recommendations be incorporated into the application?
- Who will insure that inert fill is not contaminated or substandard. This will have an impact on water and soil quality, short term and long term.
- The proposed hours of operations seem so long for their quiet neighbourhood and school. How will they know if application is made to run on Saturdays and who can they call if hours of operation are not adhered to?
- Loss of prime agricultural land. A recent Census of Agriculture shows that Ontario has lost about 128,000 acres of farmland each year over the past five years. This pit will add to the loss. The pit will be returned to agriculture but 20 years is a long time to not be in use. There has been drilling on a neighbouring property. Will the application be extended to those lands?
- Depreciation of land values. They have worked hard all of their lives with the goal of living peacefully in the country and now that peace will be gone.

Brett McHugh commented that there are other pits in the area and a Mennonite digs gravel out of his own pit. Mr. McHugh also raised concerns about environment, dust and trucks. The vibrations from operation of the pit will affect the chicken farmers. The dust will make things worse for people with asthma. The land is Class 1 agricultural land that is better suited as agricultural. He is concerned about safety for the Mennonite children that ride their bikes or walk along the road to go to school as well as the school buses that pick up and drop off other children during the operational hours of the proposed pit. The gravel road is soft and unstable as it is and they are constantly asking for dust control. This is not a case of if but when an accident will happen. Mr. McHugh also expressed concerns regarding water as this pit sits on the main aquifer for the area. Studies have shown that properties in close proximity to gravel pits decrease in value from 16 to 39%. The only benefit will be to the land owner and the pit operator. The local residents are left to pay increased infrastructure costs. Mr. McHugh stated that he is not prepared to lose part of his investment in his property.

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Charles Weber, Wellington Federation of Agriculture presented comments provided by Gord Flewwelling, President. The Federation is concerned with the loss of prime farmland to non-agricultural uses and does not support this application to change the Official Plan to allow a pit on Class 1 farmland. The Federation questions the need for the aggregate that will take the land out of food production for the foreseeable future. A lack of discussion is noted about the potential impacts on local farm operations and local residents resulting from increased use of roads and daily aggregate extraction. Can evidence be provided that the applicant can deliver on commitments made in this application for progressive rehabilitation of the site back to agriculture production? The WFA does not wish to single out this application. WFA comments provided would apply to other applications as well.

Wendy Schill owns 100 acres across the road on the east side. She lives by the Conestoga Dam and noted that people there have a huge green space. Ms. Schill questioned why that does not apply here so that people can have the same green space. She had planned on putting a retirement home on her farm but will not be doing so now.

Bonnie Littley owns and operates Tin Roof Rusted Farm & Plant Nursery and is a member of the Farmland Trust. She moved here to get away from this type of business. Her family has the same concerns as others and the Mennonites are concerned as well. In regards to policy the proposed pit should not be permitted under the Official Plan. She believes in sustainability and the need for properly balancing a healthy community's physical and mental well being. A strong decision needs to be made to protect the land for future generations. This proposal has not balanced the three pillars of sustainability. The threats cannot be mitigated and the mix is inappropriate. This will increase the stress of daily living. The Bobolink and Eastern Meadowlark are endangered species found here. Farmland, mineral and aggregates and quantity and quality of ground water should be protected for future generations. The land owner is not affected by this proposal. The Provincial Policy Statement is criticized by farming organizations. We should be looking for alternatives. Fragmenting of the land sends the wrong message of breaking up the community and is not consistent with the PPS. The proposed pit goes against the Endangered Species Act. It cannot be mitigated and must be avoided as it is too big of an impact on people.

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PUBLIC MEETING - MINUTES

Monday, June 23, 2014

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Victoria McHugh has lived in the area for thirteen years. It is a beautiful area with rich agricultural land. To bulldoze it and tear it up is a travesty. Ms. McHugh also expressed concerned with dust and pollution and asked that the impact on all their lives be considered. She stated that this is not a good decision and the only people who will benefit are Mr. Ghent and Mr. Bye.

Joanne and Gerald Booi live on the haul route and are opposed to a gravel business on a gravel road. There is a blind hill near their property. There have been accidents there because of this dangerous hill. The ditch is 12 to 13 feet deep. A school bus stopping sign was put up as a result of an accident. Mr. Booi questioned why the applicant does not have to show a need for the gravel as part of the application.

Allan Suggitt, Wellington North resident, asked if some sort of protection could be put on trucks to prevent stones being thrown and hitting windshields. He also asked if there are records of all the wells in the area and their depth. Vibration will cause fine sediment that will spread out through the aquifer and will affect wells.

Cole Littley is a student who is concerned with stones flying at him from vehicles passing while he waits for the school bus. Gravel trucks will make it worse.

Bruce Fulcher, agent for the applicants, commented that many issues have been raised. He will be working with the engineer to attempt to address the issues in an open letter to those who have raised concerns.

Randy Bye, pit owner, explained that the province provides maps showing where the aggregate is. The province already knows that there is aggregate there and shows the area as aggregate extractive on the maps. Different gravel pits have different types of gravel. His company is a local company that is community minded and approachable. They try to keep pit areas looking nice. They will have an agreement in place stating they will pay to have additional calcium put on the road. If his company stops pursuing the pit licencing application another company will quickly take it over. Most likely this will be a big company that does not care about the community. His smaller company gets painted with the same brush as the big operators. They have been in business for sixty years, which speaks to the fact that they do care about their community.

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6. Comments/questions from Council.

Mayor Tout thanked everyone for standing up and speaking of their concerns. This information is appreciated. It is evident that many concerns are shared, such as, the Mennonite school and safety of children, road safety, dust, truck traffic, loss of rich farmland, rehabilitation of lands back to agricultural standards and water quality. We have a long way to go and right now there are more questions than answers.

Councillor Yake commented that a number of people have raised many concerns. These concerns will have to be sorted out. Mr. Fulcher will have to sort out all of this and work to resolve the issues.

Councillor Burke thanked those that live in the area for coming out. She has some of the same concerns as the residents, such as safety and drinking water quality.

Councillor Lennox stated that he appreciated hearing the concerns. He had attended the March 9th meeting and there was little attendance. They have to work through the process and it is too early to predict any outcome.

7. Adjournment 8:16 p.m.

C.A.O./CLERK

MAYOR

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

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

Following Public Meeting – 8:20 p.m.

Members Present:

Mayor: Raymond Tout
Councillors: Sherry Burke
Andy Lennox
Mark Goetz
Dan Yake

Also Present: Chief Administrative Officer/Clerk: Michael Givens
Deputy Clerk: Catherine More
Executive Assistant: Cathy Conrad
Treasurer: Paul Dowber
Director of Recreation Parks & Facilities: Barry Lavers
Acting Fire Chief: Dave Guilbault
Chief Building Official: Darren Jones

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

A. **CALLING THE MEETING TO ORDER**

Mayor Tout called the meeting to order.

B. **O' CANADA**

C. **PASSING AND ACCEPTANCE OF AGENDA**

Moved by: Councillor Lennox
Seconded by: Councillor Yake

THAT the Agenda and the Supplementary Agenda for the June 23, 2014 Regular Meeting of Council be accepted and passed.

Resolution Number: 1

Carried

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

REGULAR MEETING OF COUNCIL

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**D. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF**

Councillor Burke declared a conflict of interest with Standing Committee, Staff Reports, Minutes and Recommendations, Item 3, report from Dale Small, Business Economic Manager regarding CIP Grant Applications, as one of the applicants is her employer.

E. MINUTES

1. Regular Meeting of Council, June 9, 2014

**Moved by: Councillor Yake
Seconded by: Councillor Lennox**

THAT the minutes of the Regular Meeting of Council held on June 9, 2014 be adopted as circulated.

Resolution Number: 2

Carried

F. BUSINESS ARISING FROM MINUTES

1. June 9, 2014 Notice of Motion – Councillor Lennox
Re: Resolution to acknowledge the successful completion of probationary period for Michael Givens in the position of Chief Administrative Officer

**Moved by: Councillor Lennox
Seconded by: Councillor Yake**

THAT the Council of the Corporation of the Township of Wellington North acknowledge the successful completion of the probationary period for Michael Givens in the position of Chief Administrative Officer.

Resolution Number: 3

Carried

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

REGULAR MEETING OF COUNCIL

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F. **BUSINESS ARISING FROM MINUTES** (continued)

2. June 9, 2014 Notice of Motion – Councillor Lennox
Re: Resolution to acknowledge the successful completion of probationary period for Michael Givens in the position of Chief Administrative Officer (continued)

Councillor Lennox requested a recorded vote:

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Councillor Burke	X	
Councillor Goetz	X	
Councillor Lennox	X	
Councillor Yake	X	
Mayor Tout	X	
5 Yeas	0 Nays	Carried

G. **DELEGATIONS, DEPUTATIONS, PETITIONS, PRESENTATIONS**

None.

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

1. Wellington North Fire Service
- Communiqué, #006, Thursday, June 19, 2014

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communiqué #0006 dated Thursday, June 19, 2014.

Resolution Number: 4

Carried

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

2. Economic Development Committee
- Minutes, Joint Economic Development Committee Meeting, May 21,
2014

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Joint Economic Development Committee meeting held on May 21, 2014.

Resolution Number: 5

Carried

3. Report from Dale Small, Business Economic Manager
- Community Improvement Program, Grant Applications

Councillor Burke left the Council Chambers for this portion of the meeting as she had previously declared pecuniary interest as one of the applicants is her employer.

Moved by: Councillor Yake
Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the Business Economic Manager report dated June 23, 2014 with regards to the Community Improvement Program;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 181 Main Street South in Mount Forest;

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$1,000 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 176 George Street in Arthur;

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

REGULAR MEETING OF COUNCIL

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H. **STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS** (continued)

3. Report from Dale Small, Business Economic Manager
- Community Improvement Program, Grant Applications (continued)

Resolution Continued

AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Façade Improvement Grant Program to be paid upon completion of the proposed improvements to 121 Main Street South in Mount Forest.

Resolution Number: 6

Carried

Councillor Burke returned to the Council Chambers following the passing of the resolution.

4. Recreation & Culture Committee
- Minutes, June 3, 2014

Moved by: Councillor Yake

Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation & Culture Committee meeting held on June 3, 2014.

Resolution Number: 7

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

5. Report from Barry Lavers, Director of Recreation Parks & Facilities
- Arthur Arena Headers Replacement

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North accept the quotation from Kore Mechanical Inc. for the replacement of the refrigeration header piping at the Arthur Arena based on the quotation price of \$29,590 + 3,846.70 HST = \$33,436.70, as recommended by the Director of Recreation Park & Facilities.

Resolution Number: 8

Carried

6. Administration/Finance Committee
- Minutes, June 16, 2014

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Administration and Finance Committee meeting held on June 16, 2014.

Resolution Number: 9

Carried

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North enter into an agreement with Public Sector Digest to develop a comprehensive Asset Management Plan;

AND FURTHER THAT the 2014 portion of the project be funded from the Reserve for Working Capital, as recommended by the Administration and Finance Committee.

Resolution Number: 10

Carried

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THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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H. STANDING COMMITTEE, STAFF REPORTS, MINUTES AND
RECOMMENDATIONS (continued)

6. Administration/Finance Committee (continued)

Moved by: Councillor Lennox

Seconded by: Councillor Yake

THAT the Council of the Corporation of the Township of Wellington North acknowledge Wellington North Power borrowing \$1.150 million from Infrastructure Ontario for replacement of MS2 substation, as recommended by the Administration and Finance Committee.

Resolution Number: 11

Carried

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND
DIRECTION

1. The Royal Canadian Legion, Branch #134, Mount Forest
Re: Request for Approval of Liquor License Extension
- Mount Forest Fireworks Festival – July 18 – 20, 2014

Moved by: Councillor Yake

Seconded by: Councillor Lennox

THAT the Council of the Corporation of the Township of Wellington North has no objection to The Royal Canadian Legion, Branch #134, Mount Forest application to the AGCO for a temporary extension to their current liquor license for the purpose of their participation in the Mount Forest Fireworks Festival community event on Friday, July 18, 2014 from 3:00 p.m. to 1:00 a.m.; Saturday, July 19, 2014 from 11:00 a.m. to 1:00 a.m.; and Sunday, July 20, 2014 from 12:00 p.m. to 12:00 a.m.

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North extend the noise by-law for the Mount Forest Fireworks Festival community event on Friday, July 18, 2014 from 3:00 p.m. to 1:00 a.m.; Saturday, July 19, 2014 from 11:00 a.m. to 1:00 a.m.; and Sunday, July 20, 2014 from 12:00 p.m. to 12:00 a.m.

Resolution Number: 12

Carried

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

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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J. BY-LAWS

1. Correspondence from St. Andrew's Presbyterian Church requesting temporary road closure

53-14 Being a by-law to temporarily close a portion of Birmingham Street East, in the former Town of Mount Forest, for the purpose of holding an Outdoor Family Music Day

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT By-law Number 53-14 being a by-law to temporarily close a portion of Birmingham Street East, in the former Town of Mount Forest for the purpose of holding an Outdoor Family Music Day be read a First, Second and Third time and finally passed.

Resolution Number: 13

Carried

2. 54-14 Being a by-law to establish a Code of Conduct for members of Council of the Township of Wellington North

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT By-law Number 54-14 being a by-law to establish a Code of Conduct for members of Council of the Township of Wellington North be read a First, Second and Third time and finally passed.

Resolution Number: 14

Carried

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

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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J. BY-LAWS (continued)

3. Report from Darren Jones, Chief Building Official
Re: Contracting the services of the Chief Building Official from
Mapleton on a short term basis

55-14 Being a by-law to appoint Patty Wright to be Acting Chief
Building Official for The Corporation of the Township of
Wellington North

Moved by: Councillor Burke

Seconded by: Councillor Goetz

*THAT By-law Number 55-14 being a by-law to appoint Patty
Wright to be Acting Chief Building Official for the Corporation
of the Township of Wellington North be read a First, Second and
Third time and finally passed.*

Resolution Number: 15

Carried

K. OTHER/NEW BUSINESS

1. Report of Livestock Valuer
Re: Livestock Claims
- Peter Murray, dated May 28, 2014

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington
North authorize payment of \$180.00 to Peter Murray for a livestock
claim dated May 28, 2014.*

*AND FURTHER THAT Gord Flewelling be paid \$75.00 for Livestock
Valuer fees and \$17.50 for mileage.*

Resolution Number: 16

Carried

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

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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L. ITEMS FOR COUNCIL'S INFORMATION

Cheque Distribution Report dated June 18, 2014

AMO Watchfile

- June 12, 2014
- June 19, 2014

M. NOTICE OF MOTION

None

N. CULTURAL MOMENT

***WELLINGTON NORTH INVITES YOU TO SIMPLY EXPLORE....
EXPERIENCE SOME OF THE GREAT ASSETS THAT CONTRIBUTE TO
OUR UNIQUE RURAL AND URBAN CHARACTER THIS SUMMER.***

Art in the Street

Saturday, June 28, 10am-3pm, Arthur

This fifth exhibition and sale features local and area artists. Enjoy a variety of art forms, handmade crafts, local musicians and a celebration of being "Canada's Most Patriotic Village" with Canada Day Weekend Events. The 2nd Annual Get in Touch for Hutch! 1 and 5 km walk/run fundraiser for Mental Health is also held in conjunction with this event.

The Mount Forest Fireworks Festival

July 18 – 20, Mount Forest

Recognized as a Top 100 Festival in Ontario for seven consecutive years, ignite your weekend and enjoy family fun for all ages. Includes amusements all weekend, live entertainment, kid's shows, great food and great fun! A major part of the Fireworks Festival weekend is when the Mount Forest Kin Club hosts one of the Top 10 Classic Car Show's in Ontario on the Saturday morning, showcasing over 500 classic cars lining the Main St. And of course, don't miss the SPECTACULAR fireworks display happening on the Saturday night.

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

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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N. **CULTURAL MOMENT** (continued)

NEW Wellington North Farmers' Market

Friday Afternoons, 3pm – 8pm, Mount Forest

The NEW Wellington North Farmers' Market started May 9th, allowing our community to have a place to meet and buy top-quality farm-fresh products including produce, plants, baked goods, preserves and handcrafted items directly from the producer, while enjoying the atmosphere that Wellington North has to offer.

The Butter Tart Trail

Self-guided, year round

Featured in the newest edition of the Wellington North Simply Explore... featuring The Butter Tart Trail promotional brochure, this year's trail features 16 participating sites you can discover on your own self-guided tour, where you'll come across at least a dozen varieties of butter tarts, along with other inventions like doggy butter tart treats, pottery trays in homage to the butter tart and scents inspired by them. You may even chance upon a butter tart sundae. It's an exploration of all things butter tart. Also featured in the brochure are suggestions of events to attend, accommodations to stay in, culinary and shopping to experience and a horticulture trail.

Doors Open Wellington North

Saturday, September 27th, 10am – 4pm

Wellington North opens the doors to some of their most intriguing and charming cultural and heritage sites. Admission is free! We invite you to experience these treasures first-hand.

O. **ANNOUNCEMENTS**

Councillor Lennox reported that several residents have asked him about calls they have received regarding a survey being conducted by Wellington North Power. Is this a valid survey? Some people in the rural area have been called and they are questioning the validity of these calls as they are not Wellington North Power customers. Mayor Tout assured Councillor Lennox that these calls are legitimate and will request that Wellington North Power issue a public notice regarding the nature of the calls for clarification.

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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P. CLOSED MEETING SESSION

1. Labour relations or employee negotiations (Section 239 (2)(d))

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council go into a meeting at 8:53 p.m. that is closed to the public under subsections 239 (2) (d) of the Municipal Act, 2001

- to consider labour relations or employee negotiations

Resolution Number: 17

Carried

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT Council rise from a closed meeting session at 10:32 p.m.

Resolution Number: 18

Carried

Q. CONFIRMING BY-LAW

Moved by: Councillor Goetz

Seconded by: Councillor Burke

THAT By-law Number 56-14 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 23, 2014 be read a First, Second and Third time and finally passed.

Resolution Number: 19

Carried

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH

REGULAR MEETING OF COUNCIL

Monday, June 23, 2014

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R. ADJOURNMENT

Moved by: Councillor Burke

Seconded by: Councillor Goetz

THAT the Regular Council meeting of June 23, 2014 be adjourned at 10:33 p.m.

Resolution Number: 20

Carried

CLERK

MAYOR

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013**

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
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YEAR ENDED DECEMBER 31, 2013

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of The Corporation of the Township of Wellington North

Report on the Financial Statements

We have audited the accompanying financial statements of The Corporation of the Township of Wellington North, which comprise the consolidated statement of financial position as at December 31, 2013 and the consolidated statements of operations, changes in net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of Wellington North as at December 31, 2013 and the results of its operations and its cash flow for the year then ended in accordance with Canadian public sector accounting standards.

Fergus, Ontario

Chartered Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2013

	2013	2012
FINANCIAL ASSETS		
Cash (note 2)	\$ 12,901,363	\$ 9,607,915
Investments	10,353	10,251
Taxes receivable	1,399,854	1,320,911
Trade and other receivables	1,907,034	1,651,547
Long term receivables (note 3)	1,120,642	1,363,788
Investment in Wellington North Power Inc. (note 4)	<u>3,671,897</u>	<u>3,479,612</u>
	<u>21,011,143</u>	<u>17,434,024</u>
LIABILITIES		
Accounts payable and accrued liabilities	2,121,007	1,423,825
Deferred revenue (note 6)	2,531,072	1,987,188
Long term debt (note 5)	<u>9,323,409</u>	<u>10,170,970</u>
	<u>13,975,488</u>	<u>13,581,983</u>
NET FINANCIAL ASSETS	<u>7,035,655</u>	<u>3,852,041</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (schedule 2)	113,204,473	115,087,248
Prepaid expenses and inventory	<u>62,835</u>	<u>95,302</u>
	<u>113,267,308</u>	<u>115,182,550</u>
ACCUMULATED SURPLUS (schedule 3)	<u>\$120,302,963</u>	<u>\$119,034,591</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 Budget (note 8)	2013 Actual	2012 Actual
REVENUE			
Net taxation/user charges	\$ 6,349,025	\$ 6,420,196	\$ 6,162,118
Fees and service charges	5,259,085	5,667,988	5,343,022
Grants	1,997,646	2,006,591	1,571,667
Other income (note 7)	670,495	1,059,122	1,098,164
Obligatory reserve funds revenue recognized (note 6)	0	255,654	430,312
	<u>14,276,251</u>	<u>15,409,551</u>	<u>14,605,283</u>
EXPENSES (SCHEDULE 1)			
General government	1,373,696	1,254,533	1,327,143
Protection to persons and property	1,163,381	1,238,008	1,220,013
Transportation services	5,581,789	5,933,845	5,992,604
Environmental services	3,475,915	3,379,121	3,360,301
Health services	34,301	31,766	31,095
Recreation and culture	2,024,949	1,892,823	1,958,283
Planning and development	283,765	411,083	496,648
	<u>13,937,796</u>	<u>14,141,179</u>	<u>14,386,087</u>
ANNUAL SURPLUS	\$ <u>338,455</u>	\$ <u>1,268,372</u>	\$ <u>219,196</u>
ACCUMULATED SURPLUS at beginning of year		\$119,034,591	\$118,815,395
Annual Surplus		<u>1,268,372</u>	<u>219,196</u>
ACCUMULATED SURPLUS at end of year		<u>\$120,302,963</u>	<u>\$119,034,591</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 Budget (note 8)	2013 Actual	2012 Actual
Annual surplus	\$ 338,455	\$ 1,268,372	\$ 219,196
Acquisition of tangible capital assets	(3,639,180)	(2,976,421)	(2,043,059)
Amortization of tangible capital assets	4,609,490	4,817,834	4,609,490
Loss on disposal of tangible capital assets	0	41,362	8,081
	<u>970,310</u>	<u>1,882,775</u>	<u>2,574,512</u>
Change in prepaid expenses and inventory	0	32,467	9,069
INCREASE IN NET FINANCIAL ASSETS	<u>\$ 1,308,765</u>	3,183,614	2,802,777
NET FINANCIAL ASSETS at beginning of year		<u>3,852,041</u>	<u>1,049,264</u>
NET FINANCIAL ASSETS at end of year		<u>\$ 7,035,655</u>	<u>\$ 3,852,041</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual surplus for the year	\$ 1,268,372	\$ 219,196
Items not requiring an outlay of cash		
Amortization	4,817,834	4,609,490
Loss on disposal of tangible capital assets	41,362	8,081
Share of income of Wellington North Power Inc.	<u>(192,285)</u>	<u>(19,925)</u>
	<u>4,666,911</u>	<u>4,597,646</u>
	<u>5,935,283</u>	<u>4,816,842</u>
Net changes in non-cash working capital		
Taxes receivable	(78,943)	104,490
Accounts receivable	(255,487)	1,671,771
Accounts payable and accrued liabilities	697,182	(1,444,069)
Prepaid expenses and inventory	32,467	9,069
Deferred revenue	<u>543,884</u>	<u>356,200</u>
	<u>939,103</u>	<u>697,461</u>
	<u>6,874,386</u>	<u>5,514,303</u>
CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	<u>(2,976,421)</u>	<u>(2,043,059)</u>
CASH PROVIDED BY FINANCING ACTIVITIES		
New borrowings	0	105,100
Repayment of long term debt	<u>(847,561)</u>	<u>(1,376,269)</u>
	<u>(847,561)</u>	<u>(1,271,169)</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Acquisition of investments	(102)	(146)
Decrease in long term receivables	<u>243,146</u>	<u>784,938</u>
	<u>243,044</u>	<u>784,792</u>
NET INCREASE IN CASH	3,293,448	2,984,867
CASH, beginning of year	<u>9,607,915</u>	<u>6,623,048</u>
CASH, end of year	<u>\$ 12,901,363</u>	<u>\$ 9,607,915</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of The Corporation of the Township of Wellington North are the representation of management prepared in accordance with accounting policies prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing, and the standards established by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) BASIS OF CONSOLIDATION

- (i) These consolidated statements reflect the assets, liabilities, revenues and expenses of the current fund, capital fund, reserves and reserve funds of all municipal organizations, committees, and boards which are controlled by Council. All interfund assets and liabilities and revenues and expenses have been eliminated on consolidation. The following board has been reflected in the consolidated financial statements:

Mount Forest Business Improvement Area 100%

Government business enterprises and partnerships are separate legal entities which do not rely on the municipality for funding. Investments in government business enterprises are accounted for using the modified equity method. The following government business enterprise is reflected in the consolidated financial statements:

Wellington North Power Inc 96.71%

- (ii) Accounting for County and School Board Transactions:
The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Wellington are not reflected in the municipal fund balances of these financial statements. Overlevies (underlevies) are reported on the Consolidated Statement of Financial Position as Other Current Liabilities (Other Current Assets).
- (iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds Statement of Financial Position and Continuity.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(b) BASIS OF ACCOUNTING

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(c) USE OF ESTIMATES

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.

(d) INVESTMENTS

Investments are recorded at cost unless there has been a decline in the market value which is other than temporary in nature in which case the investments are written down to market.

(e) LONG TERM RECEIVABLES

Long term receivables are recorded at cost.

(f) DEFERRED REVENUE

The revenue is reported on the Consolidated Statement of Operations in the year in which it is used for the specified purpose.

(g) TRUST FUNDS

Funds held in trust by the municipality, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately on the Trust Funds Statement of Financial Position and Continuity.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(h) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over their estimated useful life as follows:

Land Improvements	30 to 75 years
Buildings	20 to 50 years
Machinery and equipment	5 to 50 years
Vehicles	10 to 20 years
Roads	30 years
Bridges and culverts	50 years
Water and sewer systems	70 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(iv) Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(i) REVENUE RECOGNITION

Revenues are recognized as follows:

- (i) Tax revenue is recognized as revenue when the amounts are levied on the municipality's ratepayers.
- (ii) Fines and donations are recognized when collected.
- (iii) Other revenues are recorded upon sale of goods or provision of service when collection is reasonably assured.
- (iv) Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur providing the transfers are authorized, and eligibility criteria have been met and reasonable estimates of the amounts can be made.
- (v) Revenue restricted by legislation, regulation or agreement and not available for general municipal purposes is reported as deferred revenue on the consolidated statement of financial position. The revenue is reported on the consolidated statement of operations in the year in which it is used for a specific purpose.

(j) POST-EMPLOYMENT BENEFITS

The contributions to the Ontario Municipal Employees Retirement System ("OMERS"), a multi-employer defined benefit plan, are expensed when contributions are due.

2. CASH

The Township of Wellington North has an undrawn credit facility of \$3,678,000 for operating purposes.

The municipality's deposits are held with a Canadian Chartered Bank. The Canadian Deposit Insurance Corporation insures deposits up to a maximum of \$100,000 per depositor.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2013

3. LONG TERM RECEIVABLES

	2013	2012
Sewer loans, 6%, various repayment amounts, due in 2014 - 2018	\$ 48,414	\$ 136,754
Township of Southgate for the Mount Forest and Area Sports Complex, repayable in annual principal payments of \$100,925, 0%, due January 1, 2016	302,775	403,700
Playground loan, 0%, repayable in annual principal payments of \$10,000, due 2014	20,000	20,000
Tile drainage loans, 8% or 6%, various repayments, due 2014 - 2022	<u>749,453</u>	<u>803,334</u>
	<u>\$ 1,120,642</u>	<u>\$ 1,363,788</u>

4. INVESTMENT IN WELLINGTON NORTH POWER INC.

Wellington North Power Inc. is a corporation incorporated under the laws of the Province of Ontario and provides municipal electrical services. The Corporation of the Township of Wellington North owns 96.71% of the outstanding shares of Wellington North Power Inc.

The following summarizes the financial position and operations of the government business enterprise which has been reported in these financial statements using the modified equity method:

	2013	2012
Investment in common shares	\$ 1,585,016	\$ 1,585,016
Note receivable on demand, interest at 4.41%	985,016	985,016
Share of accumulated net income	<u>1,101,865</u>	<u>909,580</u>
	<u>\$ 3,671,897</u>	<u>\$ 3,479,612</u>

During 2013, the Corporation of the Township of Wellington North received interest of \$ 43,439 (2012 - \$ 47,970) from Wellington North Power Inc.

The following is selected financial information from the December 31, 2013 audited financial statements of Wellington North Power Inc.

	2013	2012
Assets	<u>\$10,078,682</u>	<u>\$ 8,543,636</u>
Liabilities	\$ 7,265,890	\$ 5,929,670
Equity	<u>2,812,792</u>	<u>2,613,966</u>
	<u>\$10,078,682</u>	<u>\$ 8,543,636</u>
Revenues	\$13,925,923	\$11,791,878
Expenses	<u>13,727,097</u>	<u>11,771,275</u>
Net income for the year	<u>\$ 198,826</u>	<u>\$ 20,603</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2013

5. LONG TERM DEBT

The balance of long term liabilities on the Consolidated Statement of Financial Position is made up of the following:

	2013	2012
Tile drainage loans payable, 8% or 6%, due from 2014 - 2022	\$ 749,453	\$ 803,334
Debenture payable, 5.84%, payable \$128,114 semi-annually, principal and interest, due August 2024	2,058,203	2,188,498
Debenture payable, 4.858%, payable \$191,153 semi-annually, principal and interest, due December 2017	1,374,753	1,679,138
Debenture payable, 3.85% increasing to 5%, principal repayments annually at declining rate, due July 2018	1,459,000	1,574,000
Debenture payable, 1.65% increasing to 4.90%, principal repayments annually at declining rate, due February 2019	1,572,000	1,683,000
Debenture payable, 1.60% increasing to 4.85%, principal repayments annually at declining rate, due June 2020	<u>2,110,000</u>	<u>2,243,000</u>
	<u>\$ 9,323,409</u>	<u>\$10,170,970</u>

Principal repayments, in aggregate, are due as follows:

2014	\$ 953,602
2015	997,260
2016	1,026,649
2017	1,072,529
2018	549,527
Thereafter	<u>4,723,842</u>
	<u>\$ 9,323,409</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2013

6. DEFERRED REVENUE

	DEC 31/12	CONTRIBUTIONS RECEIVED	INVESTMENT INCOME	REVENUE RECOGNIZED	DEC 31/13
OBLIGATORY RESERVE FUNDS					
Development charges	\$1,335,875	\$ 437,002	\$ 22,653	\$ (39,124)	\$1,756,406
Recreational land	35,590	11,000	465	0	47,055
Gas tax	<u>177,681</u>	<u>342,793</u>	<u>4,023</u>	<u>(216,530)</u>	<u>307,967</u>
	<u>1,549,146</u>	<u>790,795</u>	<u>27,141</u>	<u>(255,654)</u>	<u>2,111,428</u>
OTHER					
Municipal roads and bridges	422,742	0	0	(18,398)	404,344
Other	<u>15,300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>15,300</u>
	<u>438,042</u>	<u>0</u>	<u>0</u>	<u>(18,398)</u>	<u>419,644</u>
	<u>\$1,987,188</u>	<u>\$790,795</u>	<u>\$ 27,141</u>	<u>\$(274,052)</u>	<u>\$2,531,072</u>

7. OTHER INCOME

	2013	2012
Penalties and interest on taxation	\$ 196,810	\$ 197,989
Miscellaneous	82,588	46,511
Other fines and penalties	3,437	1,205
Investment income	215,591	198,027
Rents, concessions and franchises	397,261	366,125
Donations	3,570	85,766
Loss on disposal of land and other assets	(40,061)	(6,487)
Prepaid special charges	7,641	189,103
Government business enterprise	<u>192,285</u>	<u>19,925</u>
	<u>\$ 1,059,122</u>	<u>\$ 1,098,164</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2013

8. BUDGET AMOUNTS

The budgeted figures are presented for comparison purposes as prepared and approved by council, reclassified to conform to the current financial statement presentation. They have not been audited or reviewed by the auditor. The budget figures have been adjusted from the cash basis of accounting as originally prepared, and restated to conform to the accrual basis of accounting.

9. PENSION AGREEMENTS

The municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of 38 (2012 - 34) members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement entitlement to be received by the employees based on the length of service and rates of pay. Employees and employers contribute jointly to the plan. The employer amount contributed to OMERS for 2013 by the municipality was \$187,991 (2012 - \$185,960). The contribution rate for 2013 was 8.3% to 13.9% depending on age and income level, which is unchanged from the previous year. OMERS is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the municipality does not recognize any share of the OMERS pension surplus or deficit. The last available report for the OMERS plan was December 31, 2013. At that time the plan reported a \$8.6 billion actuarial deficit (2012 - \$8.4 billion actuarial deficit), based on accrued pension obligations of \$73.0 billion (2012 - \$69.1 billion) and net assets available for benefits of \$65.1 billion (2012 - \$60.7 billion). Ongoing adequacy of the current contribution rate will need to be monitored as the recent severe decline in the financial markets may lead to increased future funding requirements.

10. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF WELLINGTON

During the year, the following taxation revenue was raised and remitted to the school boards and County of Wellington:

	2013	2012
School Boards	\$ 3,318,353	\$ 3,302,035
County of Wellington	<u>7,530,372</u>	<u>7,272,928</u>
	<u>\$ 10,848,725</u>	<u>\$ 10,574,963</u>

11. TRUST FUNDS

The trust funds administered by the municipality amounting to \$309,024 (2012 - \$287,508) have not been included in the statement of financial position, nor have the operations been included in the statement of financial activities.

12. CONTINGENT LIABILITIES

In the normal course of its operations, the municipality is subject to various litigations and claims. The ultimate outcome of these claims cannot be determined at this time. However, the municipality's management believes that the ultimate disposition of these matters will not have a material adverse effect on its financial position.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

13. SEGMENTED INFORMATION

The Corporation of the Township of Wellington North is a diversified municipal government institution that provides a wide range of services to its citizens such as police, fire, sewer, water, waste collection, disposal and recycling, recreational, library and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This item relates to the revenues and expenses that relate to the governance and operations of the municipality itself and cannot be directly attributed to a specific segment.

Protection to Persons and Property

Protection is comprised of police services, fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The police services ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation

Transportation is responsible for construction and maintenance of the municipality's roadways, bridges, parking areas and streetlights.

Environmental Services

This service provides the municipality's drinking water. They process and clean sewage and ensure the municipality's water systems meets all Provincial standards.

Health

Health services includes contributions to the operations of local cemeteries.

Recreation and Cultural Services

This service area provides services meant to improve the health and development of the municipality's citizens. The municipality operates and maintains parks, arenas, a swimming pool and community centres. The municipality also provides recreational programs.

Planning and Development

This department is responsible for planning and zoning, including the Official Plan. This service area also includes tourist information and promotion, economic development, business improvement area and drainage.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 SCHEDULE OF SEGMENTED DISCLOSURE
 FOR THE YEAR ENDED DECEMBER 31, 2013

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Recreation and Cultural Services	Planning and Development	2013	2012
EXPENSES									
Salaries and benefits	\$ 733,581	\$ 613,679	\$ 1,138,877	\$ 484,890	\$ 17,366	\$ 708,931	\$ 74,423	\$ 3,771,747	\$ 3,757,291
Materials	374,263	485,624	1,719,943	1,047,599	12,272	648,082	259,427	4,547,210	4,915,237
Contracted services	0	0	0	427,119	0	0	29,208	456,327	445,301
Rents and financial expenses	79,780	0	0	0	0	0	0	79,780	97,390
Interest on long term debt	0	0	15,181	203,493	0	192,160	48,025	458,859	552,671
Amortization	57,487	138,705	3,059,844	1,216,020	2,128	343,650	0	4,817,834	4,609,490
Other	9,422	0	0	0	0	0	0	9,422	8,707
	<u>\$ 1,254,533</u>	<u>\$ 1,238,008</u>	<u>\$ 5,933,845</u>	<u>\$ 3,379,121</u>	<u>\$ 31,766</u>	<u>\$ 1,892,823</u>	<u>\$ 411,083</u>	<u>\$ 14,141,179</u>	<u>\$ 14,386,087</u>

see notes to financial statements

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2013

	Land	Buildings	Machinery and Equipment	Vehicles	Roads	Bridges and Culverts	Water works/ Sanitary sewer	2013	2012
COST									
Balance, beginning of year	\$ 4,956,301	\$ 18,157,052	\$ 32,042,380	\$ 6,101,322	\$128,491,313	\$ 4,422,861	\$ 26,676,525	\$ 220,847,754	\$ 218,893,286
Additions during the year	0	114,653	172,730	673,387	1,023,255	0	992,396	2,976,421	2,043,059
Disposals during the year	0	0	0	(230,352)	0	(38,087)	(30,964)	(299,403)	(88,591)
Balance, end of year	<u>4,956,301</u>	<u>18,271,705</u>	<u>32,215,110</u>	<u>6,544,357</u>	<u>129,514,568</u>	<u>4,384,774</u>	<u>27,637,957</u>	<u>223,524,772</u>	<u>220,847,754</u>
ACCUMULATED AMORTIZATION									
Balance, beginning of year	456,092	4,236,109	8,557,529	3,238,518	80,111,562	2,600,700	6,559,996	105,760,506	101,231,527
Amortization for the year	18,730	370,880	1,061,891	312,728	2,465,458	62,281	525,866	4,817,834	4,609,490
Accum amortization on disposals	0	0	0	(230,352)	0	(16,739)	(10,950)	(258,041)	(80,511)
Balance, end of year	<u>474,822</u>	<u>4,606,989</u>	<u>9,619,420</u>	<u>3,320,894</u>	<u>82,577,020</u>	<u>2,646,242</u>	<u>7,074,912</u>	<u>110,320,299</u>	<u>105,760,506</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS									
	<u>\$ 4,481,479</u>	<u>\$ 13,664,716</u>	<u>\$ 22,595,690</u>	<u>\$ 3,223,463</u>	<u>\$ 46,937,548</u>	<u>\$ 1,738,532</u>	<u>\$ 20,563,045</u>	<u>\$ 113,204,473</u>	<u>\$ 115,087,248</u>

The net book value of tangible capital assets not being amortized because they are under construction (or development or have been removed from service) is \$1,367,293 (2012 - \$165,227)

No contributed capital assets were recognized in the financial statements during the year.

see notes to financial statements

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THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
 SCHEDULE OF ACCUMULATED SURPLUS
 FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	2012
SURPLUSES		
Invested in tangible capital assets		
Tangible capital assets at cost less amortization	\$113,204,473	\$115,087,248
Unexpended capital financing	1,535,659	1,126,058
Capital assets financed by long-term liabilities and to be funded in future periods	<u>(8,573,956)</u>	<u>(9,367,636)</u>
	106,166,176	106,845,670
General (deficit) surplus	(449,937)	130,945
Investment in Wellington North Power Inc.	3,671,897	3,479,612
Water	584,692	(306,429)
Wastewater	2,987,468	2,396,065
Cemeteries	55,237	51,371
Recreation, community centres and arenas	(6,179)	(8,077)
Streetlighting	(8,805)	1,804
Business Improvement Areas	<u>(32,556)</u>	<u>(48,993)</u>
	<u>112,967,993</u>	<u>112,541,968</u>
RESERVE FUNDS		
Capital purposes	<u>4,317,436</u>	<u>4,277,911</u>
RESERVES		
Working funds	1,018,680	1,140,154
Current purposes	330,443	105,398
Capital purposes	<u>1,668,411</u>	<u>969,160</u>
	<u>3,017,534</u>	<u>2,214,712</u>
	<u>\$120,302,963</u>	<u>\$119,034,591</u>

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Township of Wellington North

Report on the Financial Statements

We have audited the accompanying statement of financial position of the trust fund and continuity of The Corporation of the Township of Wellington North as at December 31, 2013, for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Township of Wellington North as at December 31, 2013 for the year then ended in accordance with Canadian public sector accounting standards.

Fergus, Ontario

Chartered Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS
 STATEMENT OF FINANCIAL POSITION AND CONTINUITY
 AS AT DECEMBER 31, 2013

	Subdividers	Cemetery Care and Maintenance	History Books
STATEMENT OF FINANCIAL POSITION			
Assets			
Cash	\$ 2,316	\$ 236,405	\$ 7,730
Investments	<u>0</u>	<u>62,573</u>	<u>0</u>
	<u>\$ 2,316</u>	<u>\$ 298,978</u>	<u>\$ 7,730</u>
Liabilities			
Due to Township	\$ 0	\$ 13,531	\$ 0
Fund balance	<u>2,316</u>	<u>285,447</u>	<u>7,730</u>
	<u>\$ 2,316</u>	<u>\$ 298,978</u>	<u>\$ 7,730</u>

STATEMENT OF CONTINUITY

Fund balance, beginning of year	\$ <u>2,278</u>	\$ <u>277,627</u>	\$ <u>7,603</u>
Receipts			
Interest earned	38	0	127
Share of plot sales	0	6,620	0
Monument fees	<u>0</u>	<u>1,200</u>	<u>0</u>
	<u>38</u>	<u>7,820</u>	<u>127</u>
Fund balance, end of year	<u>\$ 2,316</u>	<u>\$ 285,447</u>	<u>\$ 7,730</u>

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH - TRUST FUNDS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the trust funds of The Corporation of the Township of North Wellington are the representation of management prepared in accordance with accounting policies prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing and Canadian public sector accounting standards. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) BASIS OF ACCOUNTING

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

2. INVESTMENTS

Total investments of \$62,573 (2012 - \$42,561) reported on the statement of financial position at cost have a market value of \$60,855 (2012 - \$43,616).



Communiqué



From the desk of:

Thursday July 3, 2014 # 007

Fire Chief

Interoperability Meeting

In June a joint meeting of the Wellington County Emergency Responders (EMS, Fire, O.P.P.) was held in Fergus. This will be the first of many future Emergency Responder Meetings.

Items discussed included the FPPA, Arson Investigations, Gathering and Protection of Evidence, Emergency Scene Operations (MVC's, Fires, etc.), EMS Response (Air Amb.), PHIPPA and much more. The Services interacted very well and we all learned about our roles and responsibilities. Very well done.

A special Thank You to O.P.P Inspector Scott Lawson for arranging this session.

IMS

Last week Officers and Firefighters from Arthur and Mount Forest attended IMS Training in Kenilworth. This was a review of IMS for many, however we learned something new from the exercises. IMS or Incident Command SHALL be used on all Emergency Responses. This will ensure the scene is properly managed, resulting in positive outcomes. Firefighter safety is paramount. Another session will be held this fall for those who did not attend last week. ALL firefighters will receive this Training

Councillor Mark Goetz attended the Tuesday Session and CAO Mike Givens attended the Thursday Session. Thanks for the interest in your Fire Service.

Road Closures

The CAO will be forwarding all Road Closures approved by Council. An example would be Main St in Mount Forest for the Fireworks Festival.

We will advise each Station in advance of the Closures.



Communiqué



FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to July 2 for the years 2013 and 2014				
	2013		2014	
	Fatal fires	Fatalities	Fatal fires	Fatalities
Ontario fatal fires (except federal and First Nations properties) from January 1 to July 2	31	37	33	40
Fatal fires on federal or First Nations properties from January 1 to July 2	3	6	2	5
Total	34	43	35	45

Respectfully

Chief Guilbault



Communiqué



ARTHUR STATION:

The Arthur Station responded to 10 calls for assistance during the month of June, 2014.

West Luther	2 MVC
Arthur Twp.	1 MVC
	1 Ambulance Assist
	1 Illegal Burn (No Burn Permit: advised owner to get a burn permit)
West Garafraxa	1 Alarm Activation
Arthur	2 Ambulance Assist
	1 Medical Assist
Mapleton	1 Illegal Burn (no burn permit: Advised owner to get a permit)

There were 5 practices held in June. On June 4th, Practice #29, 12 members attended. On June 11th, Practice # 30, 10 members attended. On June 18th, Practice #31, 12 members attended. On June 25th, Practice #32, 7 members attended.

Courses: Fire Fighter Green completed the NFPA Fire Fighter Recruitment Training held in Centre Wellington. On June 24th and June 26th, Station Chief Morrison and Captains C. Schmidt, and R. Schmidt, and Fire Fighters Hillis and Brunkard attended Incident Command/IMS update training held in Kenilworth.

On June 3, Station Chief Morrison and Fire Fighter Guidotti attended the Wellington Dufferin Mutual Aid Association held in Shelburne.

Arthur Station has all members completing the Health and Safety online certification, Captains completed the Supervisors training.

Arthur has the Fitt Testing Apparatus for part of June and July for all members to take part in.

Submitted by:

Jim Morrison
Arthur Station Chief
CMM III Fire Service Professional



Communiqué



MOUNT FOREST STATION:

JUNE FIRE REPORT MOUNT FOREST STATION

The Mount Forest Station responded to 13 calls for assistance during the month of June 2014.

- 2 Ambulance Assist (1 lift assist; 1 uncontrolled bleed)
- 2 Illegal Burns
- 1 Grass Fire
- 4 Alarms Activations (2 storm related; 1 work related; 1 alarm problem)
- 2 In Arthur Township (1 false alarm storm related; 1 tanker assist)
- 2 In Southgate (1 deck fire, 1 ambulance assist)

There were 3 meeting / practice sessions held during the month of June 2014,

On June 02/14, sixteen members were present

On June 16/14, seventeen members were present

On June 23/14, seventeen members were present

On June 03 2014 three members attended the Wellington County Mutual Aid in Shelburne

On June 10 2014 three members attended the Grey County Mutual in Markdale

Work on the new utility room at the rear of the hall is progressing well.

Respectfully Submitted

Ron MacEachern

Mount Forest Station Chief



Communiqué



FIRE PREVENTION:

This month has been pretty busy for the fire prevention division, as there were many burn permit inspections throughout the Township. Also it was fire extinguisher training month, as 8 courses were put on in the Township at various businesses, with 284 people trained.

Fire Prevention Report

June-14

Wellington North Fire Service

Evac. Procedures	4
Telephone Calls	68
Business/Personal Service	9
Residential	3
Assembly Occ.	4
Misc.	27
Industrial	5
Meetings	8
Complaints	2
Mercantile	6
Letter/Reports	27
Institutional	4
Burn Permits	12
New Construction/Plan Review	1
Occupancy Permits	2
FE Ext. Training/Talks	8
Emerg. Planning	3
Inspection Follow Up	7
Pub. Ed. Lectures/Tours/House	5
Pre Incident Planning	1
Fire Safety Plan Review	4
Administration	32
Court/Documents/Serving	1
Training (OFC/Local)	2
Investigations	1



Communiqué



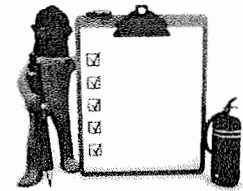
Remember: Don't judge each day by the harvest you reap but by the seeds that you plant.
Robert Louis Stevenson

Yours in fire safety

Jason Benn, FPO.

TRAINING DIVISION:

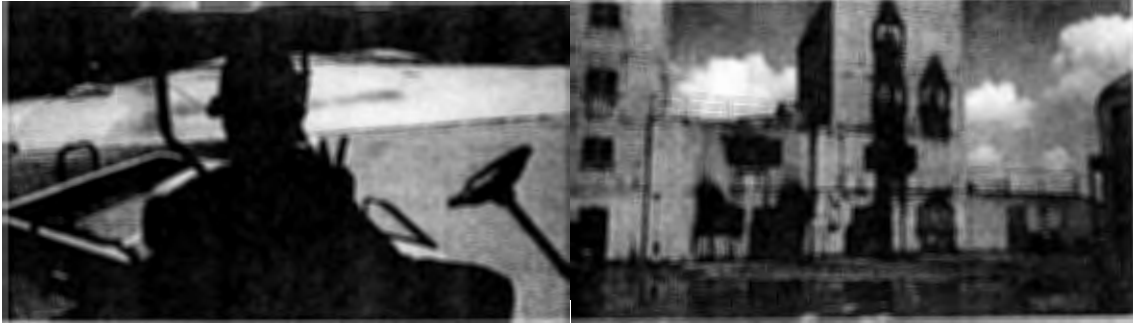
It sure has been a busy 3 months for the recruits in Wellington County. This past Saturday went off without a hitch, (unless forgetting the flipper for the BBQ counts!) they finished their hardest task yet, Live Fire Training. This was the gateway to the next step in the process which is writing for their NFPA Firefighter 1 certificate. The exam date is set for some time in the fall. The morning started out here at 0530 hrs with the loading of the trailer, on the back of the Tahoe. The trailer comprised of the spare port a tank, that was used in the rehab area for cooling down, and as you can see, was used quite well!



We also received 20 extra air packs, and 30 extra bottles that were donated by M&L Supply (Darren Neff) that were recently changed out from Guelph. We also were able to get 10 pails donated by Young's Home Hardware here in Mount Forest. These pails were key in the cooling process of the firefighters down at the flashover unit. As you may be aware, the Flashover unit is very hot and dangerous; we used the pails filled with cold water for the purpose of forearm immersion. This is the process of leaving your arms submerged in the cold water to cool the blood flow in the body, works great! Thanks again Marty for that donation. The pails will be kept for future training. We ended up having a variety of stations for the recruits to complete for the day. The group was divided in half; from there the group was further divided into groups of 3 or 4 to make it more manageable. Some of the stations included car fires, stand pipe, ladder rescue, search & rescue, and basement fires. While half of the group did flashover, the other groups rotated through these to finish the sign offs. This whole day could not have been possible without the dedication from our recruits, and mostly, County Training Officer Jonathan Karn. Great jobs guys and gals!!



Communiqué



Also, we have had 2 nights in Kenilworth for an IMS review. Members from both stations participated, Officers and upcoming Officers. We will be holding another in the fall. The first night was mainly a review about the laws and legislation in the fire service, and how that applies to us on the fire ground. The second night we did a few size up scenarios using the newest program we have in the county. I'm sure we will be using the program a lot more in the months to come. As I mentioned in the last communiqué, we are looking for a few firefighters from each station to participate in the training committee. If you are interested, please contact me either directly, or through the Fire Chief.

In Mount Forest, we are really going to be focusing on our arrival and scene set up for the next few months using a variety of props and scenarios. I'm looking forward to the challenge of getting all firefighters and officers on the same page when we roll out of the hall. Our focus will be on leaving the hall, taking more than just one route with all trucks, placement on scene, as well as staging, communications, accountability, and work done. Seems like a hefty demand, but we have been focusing on these for the past while and seems to be coming together better. Keep up the good work!!

I have had a few meetings with the Chief regarding our hiring process and new recruits as well. More information will be forthcoming in the very near future. Applications are now available.

I think that is about it for this week!!

Here Today for a Safer Tomorrow...

Don Irvine

Training Officer,
Wellington North Fire
Mount Forest Station
dirvine@wnfiredept.com
Cell: (519)323-7595



Communiqué



COMMITTEES:

Public Education

Meeting July 10th, at the Arthur station, 7 pm sharp.

Truck and Equipment

The truck and equipment committee met for its second meeting on June 19 with 4 members present, at the Arthur station. The committee adopted the previous meeting minutes and reviewed the terms of reference due to it being missed at the first meeting. There was a long discussion about moving forward with aligning the numbering system of the fire trucks to correspond with both stations and be more unified. The pros and cons were discussed about adjusting the numbering on two trucks and at the end of the discussion a vote was held, a unanimous decision was passed to adopt the new numbering of one truck in Mount Forest and one truck in Arthur. The number of the trucks is as follows:

Arthur Station	Mount Forest Station
Station 90	Station 120
Pumper 91	Pumper 121
Squad 92	Squad 122
Rescue 95	Rescue 125
Tanker 97	Tanker 127

The committee is currently working on getting the stickers for the trucks and when they are in they will be applied to the trucks. If anyone had questions or concerns with the numbering please feel free to bring your concerns to a committee member. The members also talked about potential equipment needs and a list was brought forward from the Arthur station, the Mount Forest station is still reviewing needs at this time but will present a list for the next meeting so it can be submitted to the Chief. There was also a discussion regarding our life rope in both stations, committee member Eric Green is looking into this issue, as well committee member Mike Lucas is looking into our air bags in both stations regarding annual testing. The committee ended the meeting by touring the Arthur station trucks.

With regards,

Curtis Murphy
Committee Chair



Communiqué



Health & Safety

I have nothing to report at this time. Be safe!

Regards
Marco Guidotti
OH&S Committee



EVENTS:

No events to report at this time.

Next communiqué will be Thursday July 17th, 2014

"Pride and Passion"



TOWNSHIP OF WELLINGTON NORTH
ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

Wednesday, June 18th, 2014 – 4:30 pm

Members Present: Mayor Ray Tout
Councillor Andy Lennox
Councillor Sherry Burke
Councillor Mark Goetz
Jim Taylor
Stephen Dineen
Shawn McLeod
Gerald (Shep) Shepetunko
Dale Small; Business Economic Manager
April Marshall; Tourism, Marketing & Promotion Manager

Also Present: Michelle Stone, Administrative Support

Absent: Chair, Councillor Dan Yake
Tim Boggs
Al Rawlins

Meeting was called to order at 4:30 pm

1. DECLARATIONS OF PECUNIARY INTEREST

- None reported.

2. APPROVAL OF MINUTES

Moved by: Ray Tout

Seconded by: Sherry Burke

THAT THE Minutes from the April 16th, 2014 and the May 21st, 2014 (Joint Meeting with Mapleton and Minto) Economic Development Committee meetings be accepted.

Carried

3. MONTHLY REPORTS

Report from the Chair:

No report provided

Wellington County Economic Development Committee:

Mayor Tout reported on the Business Retention and Expansion Conference attended by Mayor George Bridge and Jana Reichert in Memphis. They found it very informative and brought back new ideas which will be shared at the next County EDC meeting in September. He reminded everyone about the Taste Real Local Food Fest happening on Sunday at Ignatius in Guelph.

Arthur and Mount Forest Chamber of Commerce:

Councillor Goetz updated the Committee on the Joint Chamber Meeting held on June 11th. Reports were presented by each Chamber President outlining their history and current focus. Dale Small and April Marshall also presented reports/updates on the various Economic Development programs. There was discussion around the connecting link, the retail coaching seminar, as well as joint promotions, joint education and training for small business such as WHMIS, CPR, Health & Safety. The two Chambers will look into doing some promotions together and all agreed the joint meetings were a good idea and will plan another one. It was discussed that the Chambers would put together a list of businesses/services that we would like to encourage to come to our communities.

Business Economic Manager:

Community Improvement Program: This program continues to be popular and to date there have been 13 applications that in total have contributed \$110,000 in improvements to our Main Streets. At the next Council meeting, there will be three more applications presented and with these our 2014 funding will pretty much be utilized. The County is encouraging each municipality to do a CIP and there have also been two inquiries from businesses on Main Street in Kenilworth. This area was not originally included in the CIP boundaries and after some discussion the committee agreed to move forward with the work required to expand the boundary to include Kenilworth.

First Impressions Community Exchange Program: Similar to the review completed on Arthur two years ago with the support of the Mount Forest Chamber we plan to complete a FICE later this year. Currently through the County we are looking for a partner community.

THE SPARK 88.7FM: Promoting the Community Radio Station continues and we hope to have funding in place by late July. Next steps would be to hire a Station Manager, finalize the broadcast tower location and obtain a storefront location on Main Street Mount Forest. Fall 2014 is the current projection to go on air.

Business Retention and Expansion Program: With the approval of our EDC budget we have recently made the following contributions:

- \$5,000 to the Chambers of Commerce to support the 2014-2015 Wellington North Guide
- \$10,000 to the North Wellington Physician Recruitment Committee

A copy of the Business Retention Program Action Plan was discussed with the committee and Dale will review in detail with Al Rawlins who participated in the program. Dale will provide a copy to any committee member who would like one and will also be reviewing the actions with Minto and Mapleton on June 19th to determine partnership opportunities. Key programs include”

- Downtown Commercial Renewal Program focused on the creative use of empty space/buildings within our CIPA
- Wellington North Signage Strategy which will incorporate a review with the County as well as both Chambers of Commerce
- W.N. Business Lure Program focused on the identification and recruitment of Retail and Small Businesses that we would like to see in our community.
- Continued work supporting the local food sector in Wellington North including the Taste Real programs, W.N. Farmers Market and explore involvement with the 5 Star Food Hub.
- In partnership with the County complete a Commercial and Industrial Development Charges review.

We have also received the guidelines on the requirements to access the Wellington County Business Retention & Expansion Municipal Implementation Fund. The maximum amount of funds available to each municipality is \$25,000 and the funding must be used within this calendar year.

Tourism, Marketing and Promotion Manager:

Brochure – 15,000 copies of the brochure for 2014 have been printed and are being distributed to Provincial Information Centers, attractions, partners and at events to stimulate visits. There are 16 sites on the trail, with an emphasis put on the classification of each site.

Advertising – Ad placement in various publications including local print pieces, adjacent municipality visitor guides, and electronic media (event driven). Will support a coop program with businesses through 101.7 The One CKNX radio again for the summer months, further branding Wellington North Simply Explore.

Vertical Banners – A joint effort with support from the Mount Forest BIA, Chamber of Commerce and Arthur Chamber of Commerce to erect branded vertical banners in the downtown. Funding was granted through the Community Improvement Plan Public Art Grant. Design concept is being finalized with placement planned for within the next two weeks.

The Butter Tart Trail Public Relations – Editorial on the BTT is featured on page 54 of July's Canadian Living magazine. Most recently, we partnered with other butter tart heavy hitters in Ontario to celebrate the quintessential dessert by providing a tart sampler from each region to participants at the #DiscoverON event held at Dundas Square in Toronto on June 6th. We also had vendor space at the June 14th Ontario's Best Butter Tart Festival in Midland.

Arthur promotion – in conjunction with Art in the Street and Canada Day we will be holding our 2nd 'Most Patriotic' search. This contest requests that businesses and residents decorate their store and home fronts in a patriotic theme. Judging will take place the morning of June 27th, with the winners being announced at Art in the Street at 10am, June 28th. Advertising packages are coordinated for the business winners and Wellington North Prize packs are being assembled for the residential winners. We are still looking for prizes to contribute to the prize packs.

Mount Forest promotion – in conjunction with the Mount Forest Fireworks Festival, we will be running a social media contest requesting residents and businesses share what they like to do with their family and friends during the festival weekend by sharing photos. Business can share their promotions and customer experiences. A unique hashtag #myfireworksweekend is developed to track and share photos. Prizes will be drawn and awarded from contributions. An overnight package has been built utilizing the Meridian Reservation System offered through the RTO4. You can purchase your Fireworks tickets online and have the option to book a package at the same time.

Wellington North Farmers' Market – the market has been very successful to date. There are approximately 10 vendors a week with over 100 visitors.

Doors Open Wellington North – is Saturday, September 27th. Approximately 17 sites throughout the municipality are participating. The Cultural Roundtable are organizing volunteers, creating promotional pieces and seeking sponsorship. Other ideas to date include organizing a bus tour.

Wellington County Festivals & Events Guide – the NEW printed guide has been revised to become more of a lure piece and drive visitors to the website for more information. 4 packages (Ladies' Getaway, Guys' Getaway, Couples Runaway Escape and Family Adventure) have been created as a driver for people to sign-up for e-blasts between May 7 and August 7. It was discussed that general feedback of the revised publication has not been favorable.

Taste Real – 2014 Local Food Maps are currently in production and will be distributed soon. The Spring Rural Romp was successful and included 5 Wellington North sites which each experienced a couple hundred in visitors for the event. June 22nd will be the Local Food Fest event at Ignatius in Guelph.

4. UPCOMING EVENTS

Fridays – 3 pm to 8 pm
June 26th – June 29th, 2014
June 28th
June 28th
July 11th – July 14th, 2014
July 18th – July 20th, 2014

Farmers Market in Mount Forest
Arthur Optimists Canada Day Weekend Celebrations
Art in the Street in Arthur
2nd Annual Get in Touch with Hutch
Holstein Rodeo Weekend
Mount Forest Fireworks Festival Weekend

5. ANNOUNCEMENTS / ROUND TABLE

- The Mayor reminded everyone that the Grand Opening Ceremony for the new OPP Detachment in Teviotdale will be on Friday, June 20th at 11 am.
- Councillor Burke reported that she has heard a lot of positive feedback about the Farmers Market and asked if there were going to be more vendors now that local produce is coming into season – April said that inquiries continue to come in and we also include in our promotions that we are looking for vendors.

6. NEXT MEETING DATE

- No scheduled meeting in July. The next EDC meeting will be on Wednesday, August 20th, 2014

7. ADJOURNMENT:

Motion by: Mark Goetz

THAT the Meeting be adjourned at 5:50 pm

Carried



Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: MAYOR AND MEMBERS OF COUNCIL
WELLINGTON NORTH COUNCIL MEETING JULY 14TH, 2014**

**FROM: DALE SMALL
BUSINESS ECONOMIC MANAGER**

**SUBJECT: Business Retention & Expansion Program:
County of Wellington Business Retention and Expansion Municipal Implementation Fund**

RECOMMENDATION

That the Business Economic Manager report dated July 14th, 2014 with regards to the Business Retention & Expansion Program is received for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Council delegation on July 15th, 2013 launching the Program
Council delegation on April 28th, 2014 communicating the results of the Program

BACKGROUND

The Business Retention & Expansion Program has been a key strategy for the Wellington North Economic Development Committee for many years with the first phase, completed in 2005, focused on the Manufacturing and Retail sector. In 2011 the next phase of this program was completed with a review of the Manufacturing and Construction sectors.

On July 15th, 2013 Wellington North council received a delegation where the goals and timelines for this county-wide initiative were communicated and during the fall and early winter of 2013 all seven municipalities coordinated and completed the business interviews. Business surveys were entered into the Province of Ontario BR+E database and in January 2014, after the completion of 270 surveys, the County started to pull the aggregate data as a whole and along with the Municipalities started to analyze the data by key sector and municipality.

In Wellington North a draft of our local results and action plans were shared with the Economic Development Committee on April 16th and in-partnership with the Wellington County Economic Development Office a delegation delivered the final report to Wellington North council on April 28th. At that time council were also advised that the County of Wellington had established a B.R. &E. Municipal Implementation Fund that would provide up to \$25,000 in Grant Funding to each municipality. This fund was established to assist the seven municipalities in the implementation of recommendations identified in their local municipal reports.



Township of Wellington North

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WELLINGTON NORTH OPPORTUNITIES & B.R. & E. MUNICIPAL IMPLEMENTATION FUND REQUEST

Over the past two months a significant amount of effort has gone into the detailed analysis of the Wellington North data and discussions have taken place with a number of key partners in an effort to identify priorities:

- Arthur & District Chamber of Commerce
- Mount Forest & District Chamber of Commerce
- Mount Forest B.I.A.
- Saugeen Economic Development Corporation,
- Township of Mapleton & The Town of Minto
- Wellington County Economic Development Office

These opportunities were discussed with the Economic Development Committee at our meeting on June 18th and as per council direction the Economic Development Committee will continue to receive regular updates on implementation.

At the same time the application guidelines to access the grant funding was also received. A high level overview of the funding guidelines is as follows:

- Projects must have been identified as opportunities in the Municipal BR&E final report.
- Funds may not be rolled over for use beyond December 31st
- 90% funding will be granted upon application approval with the remaining 10% held until the final report is submitted
- Applications must include detailed budget estimates, other sources of revenue, high-level work-plan as well as projected long term impacts
- The County Economic Development Office will review all applications for eligibility and the County Economic Development Committee is the final granting authority.

On July 4th an application was submitted to the County to access funding under this program. As the next County Economic Development Committee meeting is not scheduled until September final approval will not be received until that time. We have however received confirmation from the Wellington County EDO that based on their review of our submission the proposed initiatives are in-line with the B.R. & E. objectives and some of the work at the County level and that we should proceed. For councils information the three initiatives grant funding was applied for are as follows:

Wellington North Signage/Wayfinding Strategic Plan: Through our BR&E review signage was identified as a priority for Wellington North as well as the County as a whole. At a joint Chamber Meeting on June 11th there was also consensus that we should focus some of our efforts on signage within the Municipality. Our plan is to move forward with a Wellington North Signage/Wayfinding Strategic Plan that will include an assessment of our current environment, a needs discussion with all stakeholders, including the County, and development of a Plan for moving forward.



Township of Wellington North

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Community Improvement Program: The Wellington North Community Improvement Program was approved in 2012 and has established a framework for the Township support and implementation of programs to encourage the maintenance and rehabilitation of commercial buildings, their facades as well as associated signage in our Downtowns. Through this framework we are able to provide incentives for businesses to enhance their building presentation to the public and to help stimulate pride in our downtowns. To show our long term commitment to applicants our C.I.P. was approved as a ten year program and in the first two years of the program thirteen applications have been submitted and approved with just over \$110,000 in total improvements. These improvements have had a noticeable impact on the Main Streets of Arthur & Mount Forest and with funding from the BR&E Municipal Implementation Fund we will put the necessary amendments in place to extend the boundaries of our CIP to include Kenilworth.

Renew Wellington North: The core objective of this program is to revitalize our Downtowns through the creative use of empty space/buildings within our Community Improvement Areas. This 3 year program will be designed to bring life back to Main Street buildings by allowing artists, crafters, entrepreneurs, new business start-ups, cultural projects and community groups to use and maintain otherwise empty buildings until they become commercially rented, viable, etc. With over 25 empty storefronts in our downtowns this is one of our key new programs and will be modeled off similar successful initiatives such as Renew Newcastle in Australia & closer to home Renew New Tecumseth. In an effort to move forward quickly we intend to capitalize on the learning's of Renew New Tecumseth and contract various services from them and at the same time we have also submitted an Ontario Trillium application to further accelerate implementation. This program will also include a Business Mentors Program as well as a Business Recruitment Program focused on the identification and attraction of businesses currently not in our community.

NEXT STEPS

As the Wellington North Economic Development Committee does not meet in July we wanted to provide council with this report for your information and to also inform council on the steps taken to access funding under the BR&E Municipal Implementation Fund.

A detailed update will be provided at our August Economic Development Committee meeting and in the future, updates on the implementation status of all our B.R. & E. recommendations and initiatives will be provided to council, through the Economic Development Committee.

PREPARED BY:	RECOMMENDED BY:
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DALE SMALL BUSINESS ECONOMIC MANAGER	MIKE GIVENS CHIEF ADMINISTRATIVE OFFICER
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Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF JULY 14, 2014**

**FROM: DARREN JONES
CHIEF BUILDING OFFICIAL**

**SUBJECT: ENERGY CONSERVATION AND DEMAND
MANAGEMENT PLAN**

RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive the Township of Wellington North Energy Conservation and Demand Management Plan.

AND FURTHER THAT the Township of Wellington North prides itself in being responsible stewards of all resources, and that it recognizes that energy is a resource that must be efficiently and properly managed.

AND FURTHER THAT, in recognition of the importance of energy management, Council and staff are committed to encouraging and embedding a culture of conservation and sustainability into daily operations and decision-making processes.

AND FURTHER THAT the consumption of energy is a behaviour shared by all, thus responsible energy management must be pursued by all.

AND FURTHER THAT the Township of Wellington North acknowledges that energy is an operating expense which can be controlled, where the anticipated fiscal savings will benefit the local community.

AND FURTHER THAT Council will ensure that the necessary resources are budgeted and allocated to ensure that the actions within the five-year CDM Plan are implemented and acted upon.

AND FURTHER THAT it is also recognized that this initial Plan will evolve as knowledge and experience allows for additional improvements and efficiencies.

AND FURTHER THAT the Energy Conservation Demand Management Committee, with assistance of individual contributors be directed to carry out the actions listed within the five-year CDM Plan.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Acting CAO/Treasurer's Report – TR3013-29 (WNP Proposal-Conservation Committee)

BACKGROUND

The Township of Wellington North retained Burman Energy to develop a comprehensive five-year energy Conservation and Demand Management Plan for the municipality in compliance with requirements of Ontario Regulation (O. Reg.) 397/11.

The purpose of the Conservation and Demand Management Plan is to provide a structured guidance framework for energy conservation activities in the municipality. The Township of Wellington North's goal is to meet the requirements of the Green Energy Act O. Reg. 397/11, due July 1st, 2014, while simultaneously optimizing their energy operations and investments.

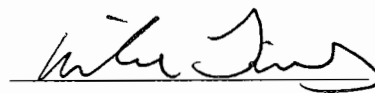
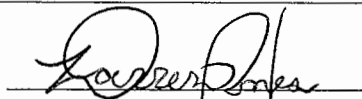
This document represents the five-year Conservation and Demand Management Plan for the Township of Wellington North for the period of 2014-2019. The Greenhouse Gas Emissions and Energy Consumption baseline reflects data gathered and submitted to the Ontario Ministry of Energy on July 1, 2013, as required by O. Reg. 397/11. In order to determine the present state of energy management in the Township of Wellington North, Burman Energy summarized the Greenhouse Gas report for 2011. Additionally, this plan has incorporated the results of the energy audits conducted throughout the key facilities owned by the municipality, historical data of energy use, and actions and steps already taken with the intention of realizing energy savings. Monetary incentives from the Ontario Power Authority, accessible through Wellington North Power as delivery agent, support the financial planning selection and decisions to move forward with the implementation of these initiatives.

The Conservation and Demand Management Plan also defines objectives and goals, and offers strategic recommendations to optimize energy use within the municipality's lean business operations.

The Conservation Demand Management Plan identifies the feasible Energy Conservation Measures and opportunities to implement in the key facilities, and identifies improvements, geared toward reducing the energy consumption, Greenhouse Gas emissions and associated costs. Working toward the targets for Greenhouse Gas emissions reduction and energy savings, the Township of Wellington North will be moving toward its holistic future, or preferred state, in its quest to continually improve energy consumption performance and further reduce Greenhouse Gas emissions.

PREPARED BY:

RECOMMENDED BY:



DARREN JONES
CHIEF BUILDING OFFICIAL

MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER



Burman Energy Consultants Group
Township of Wellington North
Energy Conservation and Demand
Management Plan

O. Reg. 397/11 – July 1, 2014

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Disclaimer: The information in this document has been prepared in good faith and represents the Township of Wellington North's intentions and opinions at the time of issue. The Township of Wellington North however, operates in a dynamic environment affected by the changing requirements. The plans are constantly evolving to reflect the most current information and circumstances. The Township of Wellington North, its directors, officers, shareholders or representatives do not accept any liability whatsoever by reason of, or in connection with, any information in this document or any actual or purported reliance on it by any person. The Township of Wellington North may change any information in this document at any time.

EXECUTIVE SUMMARY

The Township of Wellington North retained Burman Energy to develop a comprehensive five-year energy Conservation and Demand Management Plan for the municipality in compliance with requirements of Ontario Regulation (O. Reg.) 397/11.

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INTRODUCTION - BACKGROUND

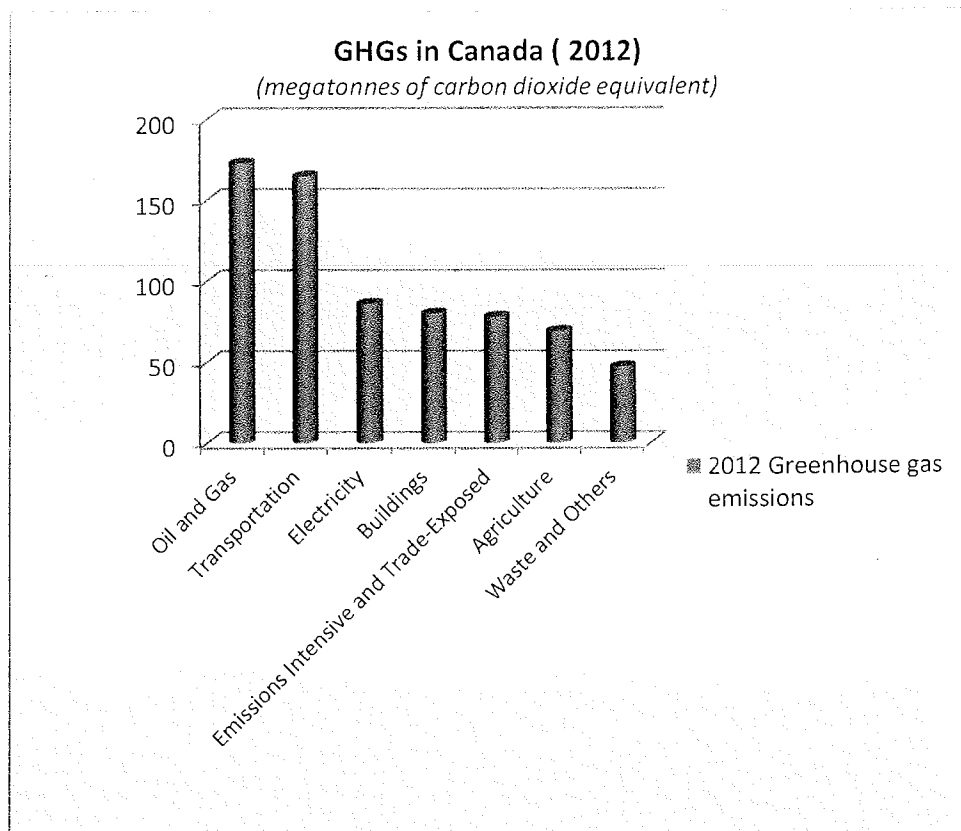
CLIMATE CHANGE ACTION PLAN

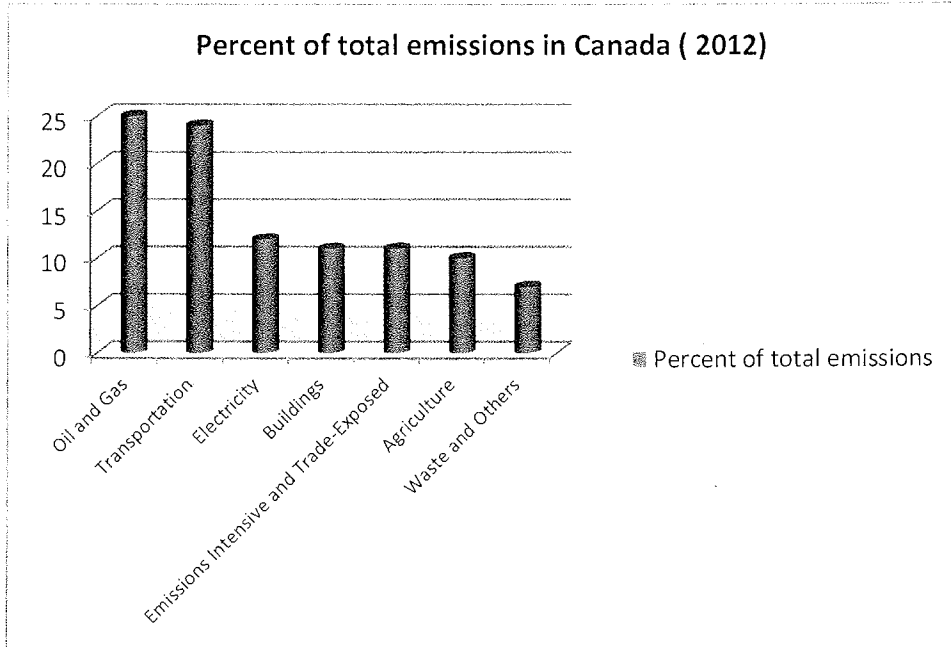
The Ontario Government actively supports an aggressive approach to natural resources preservation and environmental pollution reduction. The "Climate Change Action Plan" is one of the efforts geared to protecting the environment and developing programs that will facilitate healthy communities. Climate change can be caused by both natural processes and human activities; the recent warming has been largely attributed to human activity, primarily through the release of carbon dioxide and other Greenhouse Gases (GHGs) to the atmosphere.

National GHGs can be attributed to seven key areas of the economy:

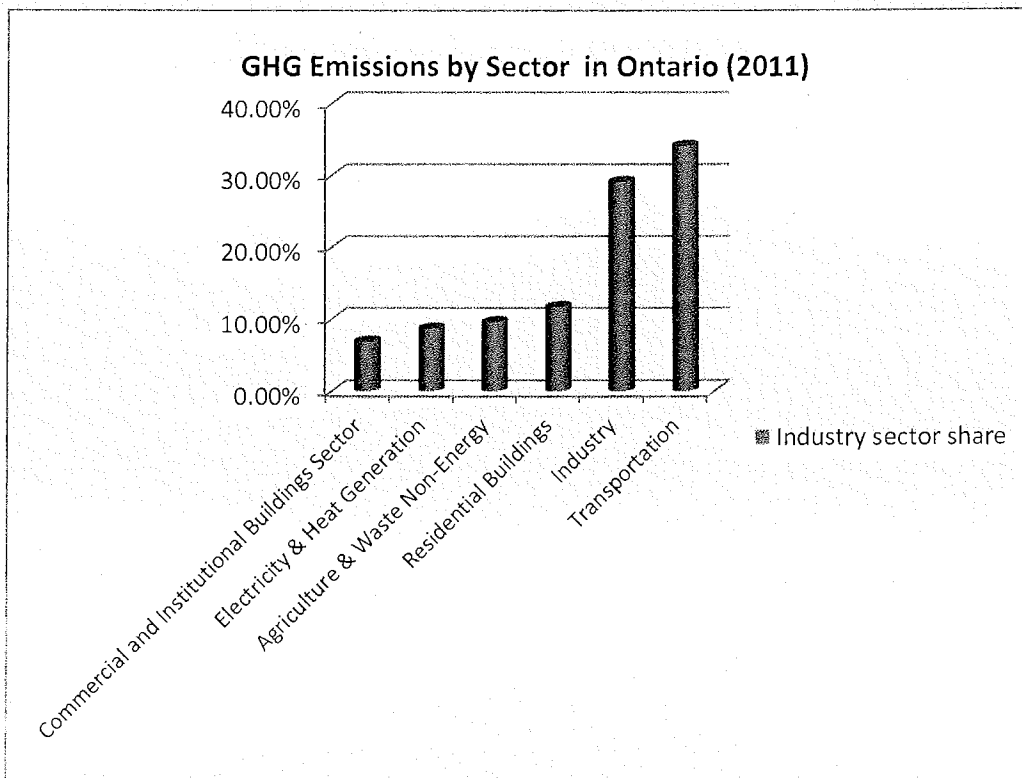
- ✓ Oil and gas (25% of total emissions)
- ✓ Transportation (24%)
- ✓ Electricity (12%)
- ✓ Buildings (11%)
- ✓ Emissions-intensive and trade-exposed industries (11%)
- ✓ Agriculture (10%)
- ✓ Waste and others (7%).

Distribution of GHG emissions by economic sector, Canada, 2012





In Ontario, 6.9% of these emissions stem from combustion activities within the commercial and institutional sector; the largest sources of GHG emission generations are industrial operations and transportation. The chart below provides information about the GHG emissions generation by sector in Ontario:



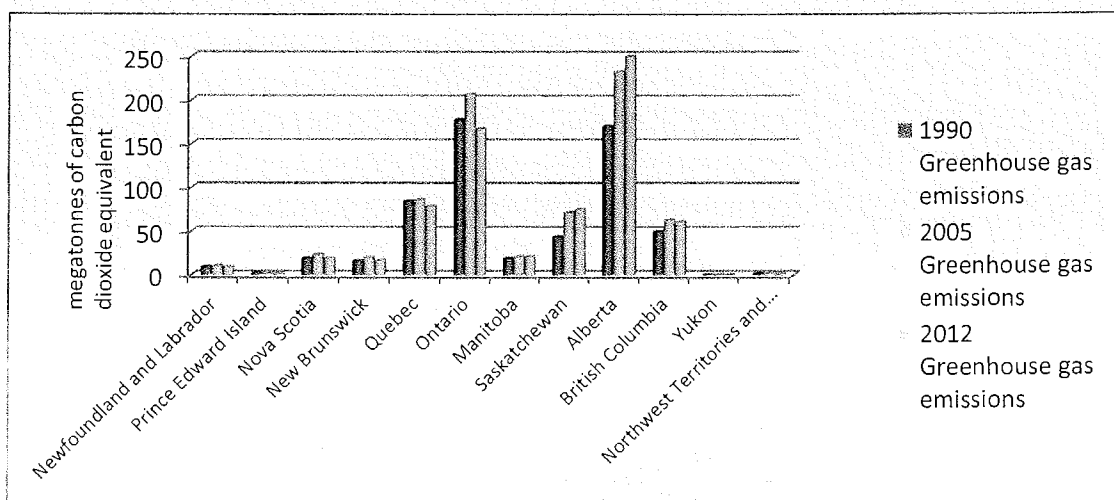
General principles will guide GHG reduction and energy conservation activities in a way that balances environmental protection and economic growth, while incenting investment in cleaner technologies. These include:

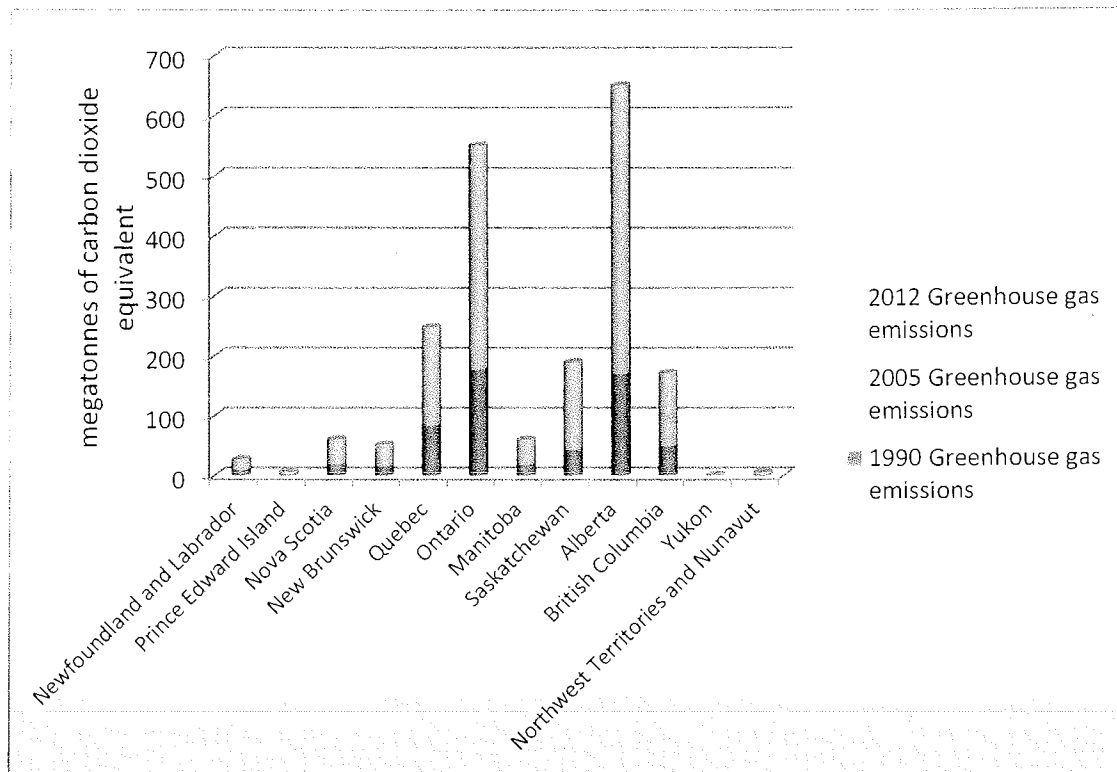
- ✓ simplicity, consistency, transparency and administrative efficiency
- ✓ achieving absolute reduction in Greenhouse Gas emissions and energy consumption in a cost-effective way that considers business competitiveness and supports achieving sustainable living
- ✓ using assessments to support activities and policy development
- ✓ promoting development and deployment of clean technologies
- ✓ considering a broad alignment with other strategic activities of similar rigour that provide opportunities for linking in the future
- ✓ considering integration with other municipal policies and day-to-day municipal operations

In 2007, the Climate Change Action Plan established a target of a 6% reduction of Greenhouse Gas emissions from 1990 levels by 2014, a 15% reduction by 2020, and an 80% reduction by 2050. While some progress was initially noted, levels have started to rise again, and clearly, the challenge remains to continue economic growth, while reducing emissions. The Ontario Ministry of the Environment (MOE) estimates that Ontario is on pace to meet only 60% of the 2020 reduction targets.

The chart below illustrates results from an Environment Canada comparative study that shows GHG emissions by province and territory for 1990, 2005 and 2012. Ontario's GHG emissions are relatively higher than those of other provinces, due to its large manufacturing industry. Ontario's emissions were reduced in the latter years; however, the combined emissions from Ontario and Alberta still represented about 60% of the national total.

GHG emissions by province and territory, Canada, 1990, 2005 and 2012





Increased economic activity in Ontario results in rising GHG emissions, and presents a challenge to fulfilling the provincial environmental objectives expressed in the government action, set in the Green Energy Act. This also set the primary government directives for public agencies to become a part of the solution for this challenging situation.

Optimizing energy consumption will be essential if we are to meet future energy needs, and witness a global transition to sustainable energy sources. Without major changes in the way we both use energy to meet our needs (energy conservation), and use the most efficient equipment and measures (energy efficiency), there is little hope of reducing the impact of energy production and use to reasonable levels.

This is even more important for the Province of Ontario, where energy consumption is relatively high. Managing municipal energy consumption efficiently means providing the same services with less energy. Energy conservation measures are often the lowest cost options for providing many other environmental, economic and social benefits. This also results in cost savings, lower environmental load associated with energy production and consumption, local economic development opportunities and associated new jobs, enhanced reliability of energy systems, reduced price volatility, and improved energy supply security.

GREEN ENERGY ACT - O. REG. 397/11: REQUIREMENTS FOR MUNICIPALITIES

In 2009, the Province of Ontario enacted the Green Energy Act, and subsequently O. Reg. 397/11 – Energy Conservation and Demand Management Plan – mandating all public agencies (including municipalities) to provide their energy consumption information to the public and to develop energy management plans, which includes detailing the energy consumption data for the Township’s facility portfolio. O. Reg. 397/11 is also mandating the Township’s obligations in meeting its responsibilities under the Green Energy Act.

To facilitate the regulatory compliance process, the MOE provided tools for baseline detailed reporting, including reporting the Greenhouse Gas emissions and energy consumption in all facilities owned by the Township of Wellington North. Provided in Appendix A, is the Township’s energy consumption and Greenhouse Gas emission data for the annual operations in 2011, which was provided to the MOE prior to July 1, 2013, in compliance with O. Reg. 397/11.

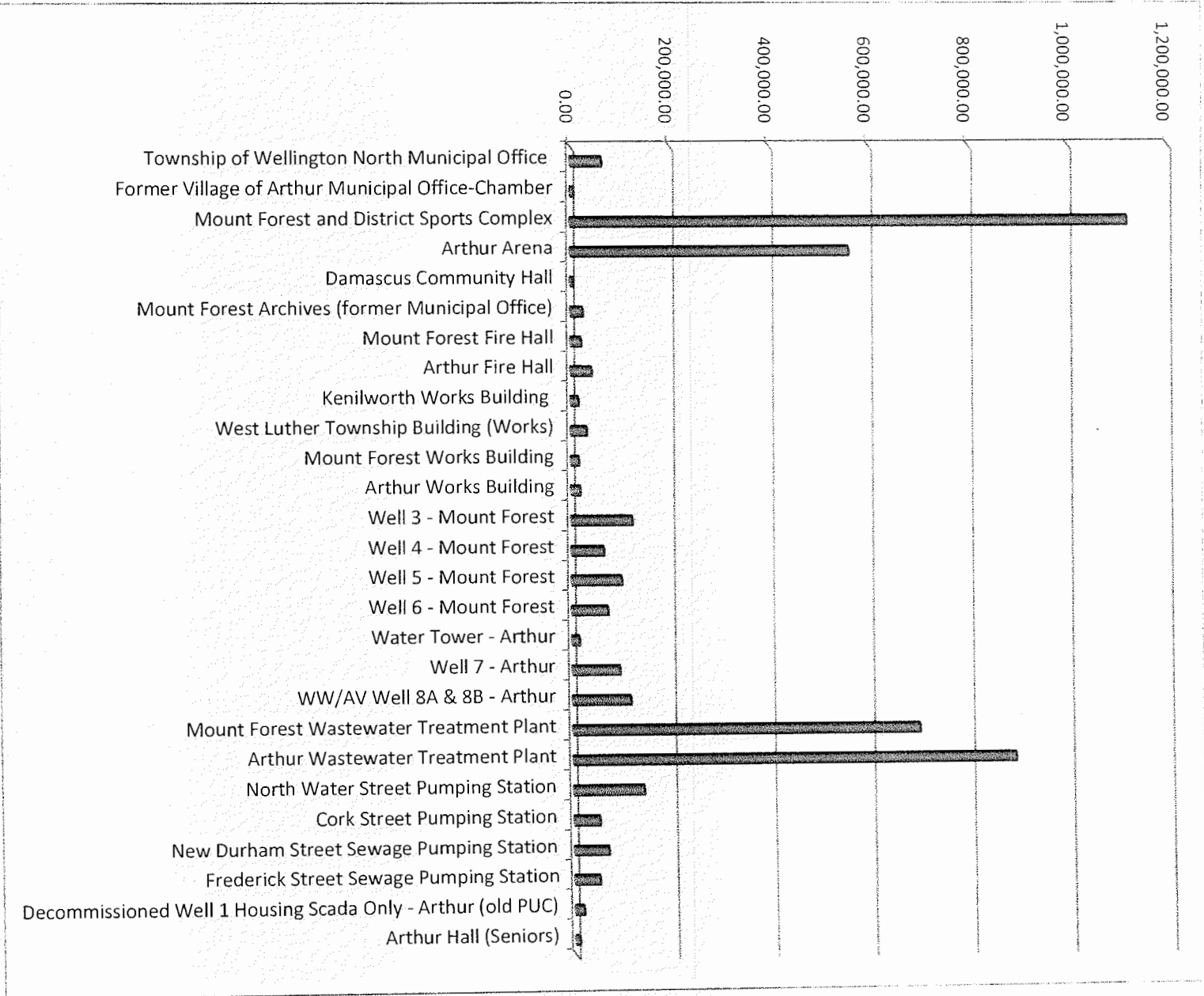
O. Reg. 397/11 requires public agencies to:

- ✓ **Report annually** on energy use and Greenhouse Gas emissions, beginning July 1, 2013, and post that information online.
- ✓ **Develop five-year energy conservation plans** starting July 1, 2014, and post those plans online.
- ✓ **Post annual reports** on the agency’s website and make printed versions available for the public.

ENERGY USE: TOWNSHIP OF WELLINGTON NORTH

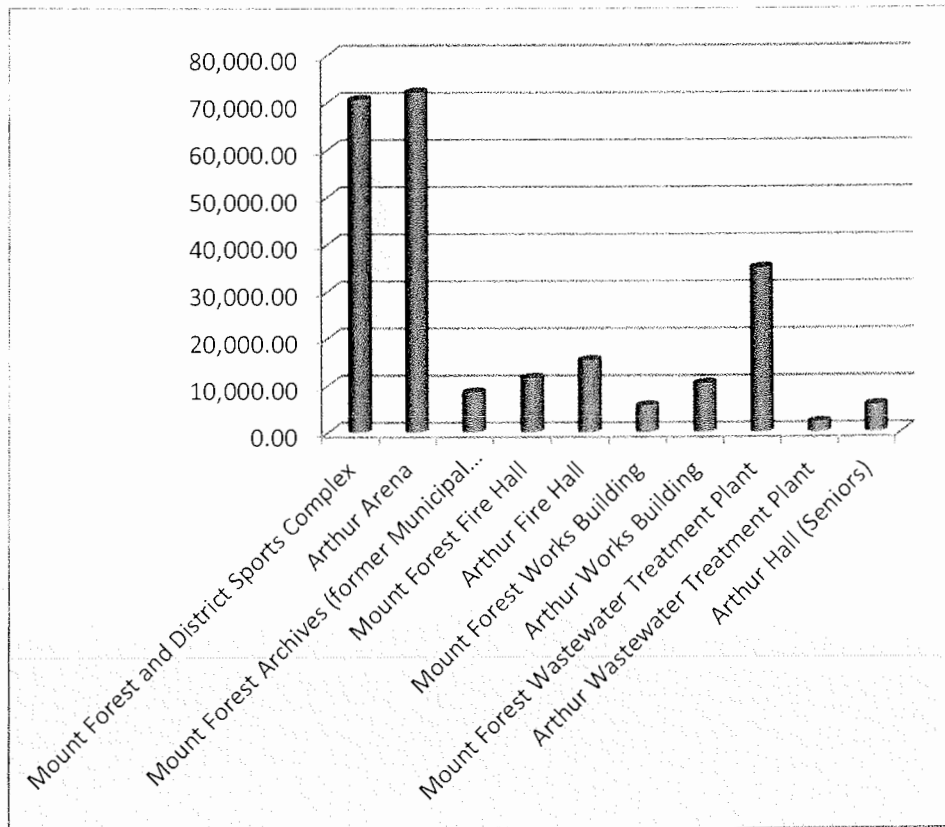
In 2011, the Township of Wellington North’s total intensity of energy use (electricity and natural gas) was 2,838.51 equivalent kilowatt hours per square foot (ekWh/sqft). The 2011 total consisted of 4,452,415.70 kWh of electricity and 237,384.38 cubic meters of natural gas.

To aid in monitoring of energy consumption and development of a Conservation and Demand Management (CDM) Plan, the Township of Wellington North’s energy portfolio has been divided into distinct operations. The charts below indicate the electrical and natural gas usage in the main facilities:



Electricity consumption per facility in kWh (2011)

Natural gas consumption per facility in cubic metres (2011)



CONSERVATION AND DEMAND MANAGEMENT PLANNING PROCESS

The Ontario Government's Green Energy Act requires increased municipal energy management and engagement. Development of an energy conservation strategy as part of an overall sustainability plan is a complex process. The main driver for a local municipality to change the way energy is used, relates to fiscal benefits and financial incentives. Energy is a manageable input to the business process, much like any other resource cost. The Township of Wellington North is maintaining and developing current and planned services that continue to be affordable to rate payers.

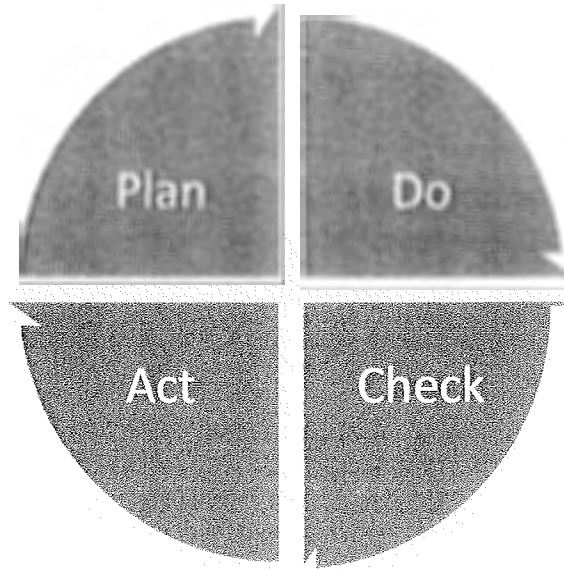
Current practices must be enhanced and new approaches developed. To meet these needs, the Township of Wellington North will consider designing a comprehensive program for collecting and analyzing monthly energy billing information, and ensuring that staff is informed about energy consumption. The resulting energy costs and consumption database will be used to monitor excessive variations, target facility follow-up assessments, and determine areas that could be candidates for

improved conservation. These monitoring enhancements will improve the Township’s understanding of the bottom line impact of energy management. The following table summarizes the major drivers for the Conservation and Demand Management Program:

Municipal Program Planning	Utilization & Performance	Operational Environment
Goals and Objectives	Energy Demand and Emissions	Customer Needs
Strategic Directives	Energy Assessments	Technology Trends
Business Risks	Forecasts	Regulatory Requirements
Financial Impact	Development Trends	Cost Reduction

In order to establish a baseline for managing energy costs, the Township has captured information critical to energy management planning. This formalizes the process involved in understanding the relative magnitude of energy costs, the possible ways to reduce energy use, energy targets that are likely to be achievable, and other associated activities that need to occur. This CDM Plan provides the “big picture” view as an ongoing framework for optimizing overall energy use and achieving success.

CDM Planning is intended to be a process of “continuous improvement.” The Township of Wellington North has implemented a four-step PDCA (plan–do–check–act or plan–do–check–adjust) management methodology, used in business for the control and continuous improvement of processes. It is also known as the Deming Cycle Wheel. The following diagram shows the circular steps that have been adopted into the planning process:



PLAN

Establish the energy conservation objectives and processes necessary to deliver results in accordance with the expected outputs: the energy conservation targets or goals. Start on a small scale to test possible effects and financial feasibility. Develop a CDM Plan prioritizing budgets, resources, and timelines.

DO

Implement the Plan and collect data for analysis in the following "CHECK" and "ACT" steps. Develop projects' design and execution, prepare status reports, and implement the communication strategy.

CHECK

Study the actual results (measured and collected in "DO" above) and compare against the expected results (targets or goals from the "PLAN") to ascertain any differences. Evaluate any deviations in implementation from the Plan and also evaluate the appropriateness and completeness of the Plan to enable the execution, i.e., "DO."

ACT

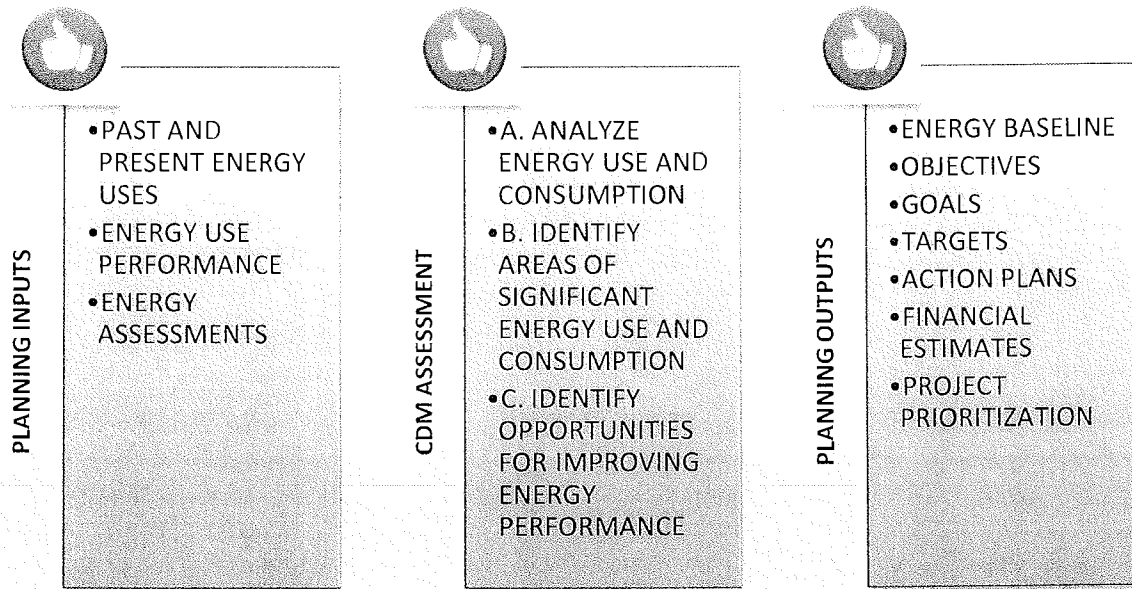
Recommend improvements and adjustments to the initial Plan; determine the course of corrections and modifications to the Plan.

The Township of Wellington North implements tools to maintain and continually improve energy conservation and demand management. Benchmarking is the process that the Township of Wellington

North has implemented for collecting, analyzing and relating energy performance data of comparable activities, with the purpose of evaluating and comparing performance between or within entities.

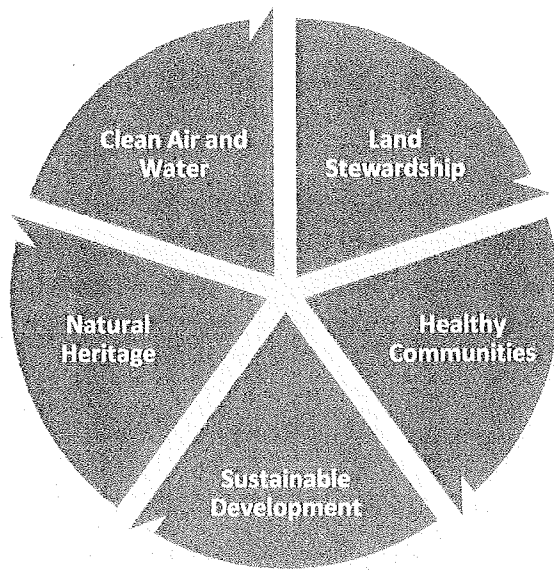
The CDM Planning Process including inputs and outputs, is visually illustrated below:

CDM Planning Process Inputs and Outputs



VISION, GOALS AND OBJECTIVES

The Township of Wellington North is committed to a conscious process of community development and planning. The Township’s vision for the future is one of sustainable development, land stewardship and development of healthy communities as illustrated in the diagram below.



COMMITMENT TO ONTARIO'S FUTURE

This document represents the planned energy conservation activities for the municipality and is consistent with Township obligations under the Green Energy Act 2009. It also explores mechanisms that will improve municipal energy conservation.

As well, the Township of Wellington North's Conservation Demand Management plan has been established in alignment with Wellington County's 20-year Strategic Plan.

The following references to Wellington County's 20-year Strategic Plan represent common interests held by Wellington North Township:

A. A significant importance is placed upon maintaining the following:

- ✓ Clean air
- ✓ Clean water
- ✓ Healthy communities
- ✓ Natural heritage
- ✓ Cultural heritage
- ✓ Public health
- ✓ Public safety

B. Meeting the needs of the present without compromising the ability of future generations to meet their own needs is a value resonant with the Township of Wellington North. This objective is accomplished through balanced decision making, protecting and enhancing the natural

environment, enhancing economic competitiveness through energy conservation practices, and fostering a healthy, clean and safe community.

The Township of Wellington North Plan will incorporate energy management into all Township activities, including organizational and operational procedures, procurement practices, financial management and investment decisions.

The Conservation Demand Management Plan of the Township of Wellington North includes the major goals and objectives within the five-year period. The Plan will evolve and will be subject to adjustments as deemed necessary to best serve rate payer interests and the Township's aim for optimized operations. The Township of Wellington North has also set the overall energy reduction target for the period of 2014-2019 at 6%.

MAJOR OBJECTIVES, GOALS AND ACTIONS OF THE CONSERVATION DEMAND MANAGEMENT PLAN

The Conservation and Demand Management Plan was developed as a blueprint for energy conservation activities in the Township of Wellington North. It is consistent with the responsibility of the Township Council to address the need to develop mechanisms to balance energy demand and reduction of energy consumption and GHG emissions for municipal buildings.

STRATEGY

The Township of Wellington North is concentrating primarily on measures that have a relatively short payback period and a high return.

The Township of Wellington North promotes its image and commitment to Ontario's future through a proactive and public energy strategy based on continuous improvement. Furthermore, the Township has embedded four major principles into its operations and other activities:

- ✓ Restoring and preserving the environment and natural resources
- ✓ Reducing waste and pollutants
- ✓ Educating the public about energy conservation
- ✓ Collaboration for the development of environmental laws and regulations

ENERGY MANAGEMENT POLICY

The Township of Wellington North follows energy management practices to assist in improving the organization's energy and financial performance, while distinguishing the municipal operations as a leader in environmental and natural resource protection in the local community setting.

OBJECTIVES

- ✓ Develop economically strong, clean and healthy communities, while preserving the natural heritage through conserving natural resources, effective energy demand management and GHG emissions reduction.
- ✓ Work with the community to provide education regarding energy conservation, and the importance of energy demand management and GHG reduction.
- ✓ Establish goals relating to conservation of natural resources through the aforementioned means.
- ✓ Determine challenges facing energy conservation within the community.
- ✓ Prioritize cost-efficient energy conservation projects for implementation.
- ✓ Determine environmental impacts and economic benefits of energy conservation projects.
- ✓ Support the Energy Conservation Demand Management Committee in achieving successful implementation of projects.
- ✓ Promote further energy surveys, assessments and audits.
- ✓ Commit to development of sustainable energy practices to meet the needs of the present, without compromising the ability of future generations to meet their own needs.

GOALS

- ✓ Set an example for staff and the public in energy conservation best practices.
- ✓ Demonstrate fiscal responsibility utilizing funding programs to implement cost effective energy savings projects that will benefit ratepayers.
- ✓ Deliver responsible municipal planning which balances the needs of protecting and enhancing the environment.
- ✓ Achieve 6% reductions in energy consumption.
- ✓ Explore opportunities to balance energy supply and demand with maximum resource efficiency.
- ✓ Create economic net benefits to the municipality and enhance economic competitiveness.
- ✓ Determine avenues to promote local, national and global environmental preservation initiatives.
- ✓ Work collaboratively with the local utility and other agencies to implement beneficial and cost-effective programs that enhance energy efficiency and load management.
- ✓ Prioritize sustainable energy goals and targets.
- ✓ Establish a reputation as a Township that encourages the development of energy efficient building designs and uses energy efficient equipment for upgrades.

ACTIONS

- ✓ Encourage community engagement and involvement with Energy Conservation Demand Management Committee to further develop and sustain energy conservation and environmental protection initiatives.
- ✓ Provide consumer information and education on energy conservation through promotion at local fairs, events, and Township office meetings.
- ✓ Promote activities for implementation of energy conservation programs.
- ✓ Explore opportunities with the Upper Grand District School Board and other agencies to provide workshops and education at the elementary level.
- ✓ Encourage regular discussions and operational changes relating to energy efficiency.

- ✓ Investigate initiatives undertaken by other Ontario and Canadian communities, which can be adopted for the Township of Wellington North.
- ✓ Provide ongoing education regarding energy management, and energy savings opportunities and results, to management and operations staff.
- ✓ Communicate energy conservation projects to local energy utilities to leverage community advertising of event.
- ✓ Provide case studies and examples of energy savings potential through publishing information and best practices of municipal buildings energy retrofit projects.
- ✓ Encourage rate payers to provide best practice examples and results for publishing.
- ✓ Create methodology and a scorecard to provide continual monitoring, and track progress of energy related municipal initiatives and projects.
- ✓ Identify sources of financing and support for energy projects and programs.
- ✓ Work with the Council to encourage and improve energy efficient municipal land development practices.
- ✓ Urge municipal developers to produce energy-efficient building designs.
- ✓ Provide education to municipal personnel promoting energy efficient use and GHG reduction.
- ✓ Establish a designated Team Lead to be responsible for lighting optimization and for approaching the contractors to stay abreast of technological advances and opportunities.
- ✓ Reduce transportation fuel costs by increasing fuel efficiency, promoting efficient use of vehicles, reducing demand for travel and using car-pooling options.

MUNICIPAL COUNCIL COMMITMENT

The Council of the Township of Wellington North has designated a leadership team, the Energy Conservation Demand Management Committee, from diverse key stakeholders to manage the energy Conservation and Demand Management Plan initiatives. This Committee will implement the five-year Conservation and Demand Management Plan in the local municipality.

The Council also follows through on the commitments expressed in the Conservation and Demand Management Plan, and has fully endorsed this document.

The Council at the Township of Wellington North is fully committed to energy conservation and Greenhouse Gas emission reduction, as evidenced by:

- ✓ Adapting the Conservation and Demand Management Policy
- ✓ Fostering energy conservation awareness and responsibility of employees
- ✓ Setting and approving the Conservation and Demand Management objectives and making sure that targets are being met
- ✓ Communicating the importance of meeting the objectives, goals and targets
- ✓ Identifying the Energy Conservation Demand Management Committee and supporting their decisions
- ✓ Establishing the Conservation and Demand Management Plan guiding principles
- ✓ Conducting ongoing Conservation and Demand Management Plan reviews
- ✓ Ensuring the availability of resources
- ✓ Conducting a review of goals and achievements

RESPONSIBILITY, AUTHORITY AND COMMUNICATION

The Council of the Township of Wellington North ensures the availability of resources essential to establish, implement, maintain and improve the energy conservation and demand management activities and the execution of this plan. Resources include human resources and specialized skills, organizational infrastructure, technology and financial resources.

The Township of Wellington North's activities, as related to energy conservation and Greenhouse Gas emission reduction advocacy, are to be implemented through the following framework levels:

- The Township of Wellington North Council will:
 - ✓ Approve the Conservation and Demand Management Plan
 - ✓ Determine on-going modifications to the Plan as necessary
 - ✓ Provide advocacy in promoting energy conservation and Greenhouse Gas emission reduction
 - ✓ Provide general oversight of the plan rollout into operational realities
 - ✓ Ensure that the legal requirements are met
- The Energy Conservation Demand Management Committee will:
 - ✓ Develop and recommend objectives, goals and actions
 - ✓ Identify best practices
 - ✓ Develop the Conservation and Demand Management Plan and facilitate various plan execution activities
 - ✓ Manage and monitor performance against Plan and report to council
 - ✓ Calculate portfolio wide improvements vs. targets
 - ✓ Set new goals as appropriate
 - ✓ Implement Every Kilowatt Counts initiatives:
 - Put computers in "sleep" mode
 - Turn machines off when not in use
 - Shut off lights when parting from vacant room
 - Request janitorial contractors to minimize lights
 - Implement Energy Conservation Measures in Appendix B
- Key project stakeholders, subject matter experts and consultants will:
 - ✓ Support the Conservation and Demand Management Plan execution
 - ✓ Provide input in planning and project activities as required

ENERGY CONSERVATION DEMAND MANAGEMENT COMMITTEE AND RELATIONSHIP MANAGEMENT

CDM TEAM

The Council of the Township of Wellington North has designated the Energy Conservation Demand Management Committee below to direct the energy conservation activities.

MEMBERS:

- ✓ PUBLIC WORKS
- ✓ ROADS/WORKS DEPARTMENT
- ✓ WATER & SEWER DEPARTMENT
- ✓ BUILDING DEPARTMENT
- ✓ RECREATION DEPARTMENT
- ✓ WELLINGTON NORTH POWER

ENERGY MANAGEMENT ROLES AND RESPONSIBILITIES

The accountabilities of the leadership roles and relationships with other stakeholders are described below.

CDM TEAM CHAMPION

- ✓ Has the overall management responsibility over financial budget allocation for projects and policy development.
- ✓ Has ultimate responsibility for the development, implementation, approval, and continued operation of the Township's Energy Conservation Demand Management Committee activities. The authority and responsibility for day-to-day management of the Conservation Demand Management activities are delegated to the respective Department Managers.
- ✓ Provides leadership to promote a work culture that stresses the importance of energy conservation and pollution prevention.
- ✓ Assures that qualified support staff are assigned to energy conservation projects and activities, and that all staff are properly trained to perform their energy conservation duties.
- ✓ Assures that communication takes place regarding the effectiveness of the energy conservation and pollution prevention projects and activities.
- ✓ Serves as the focal point for all energy conservation and pollution prevention activities within the Township.
- ✓ Gathers the Energy Conservation Matrix with assistance of the Energy Conservation Demand Management Committee and reports to Township Council.
- ✓ Works with Departments in determining the adequacy of energy conservation actions.
- ✓ Ensures that all proper documentation is filed with the Ministry of Energy (or as regulatory requirements mandate) and energy conservation activities are performed. The spot checks shall be documented, and any problems communicated with the Energy Conservation Demand Management Committee.

ENERGY CONSERVATION DEMAND MANAGEMENT COMMITTEE

- ✓ Serve as permanent support of energy conservation and pollution prevention functions.
- ✓ Monitor energy conservation and pollution prevention activities with the help of Department Managers and consultants where designated.
- ✓ Ensure that appropriate actions are taken as identified through Energy Conservation Matrix indicators.

- ✓ Ensure that appropriate plan adjustments are made as a result of internal and external energy audits and other assessments.
- ✓ Review and approve all energy conservation projects and updates, and then submit to Council for final approvals.
- ✓ Monitor and coordinate energy conservation projects.
- ✓ Communicate with rate payers to ensure that needs are met, and to solicit feedback on services as they relate to energy conservation.
- ✓ Ensure compliance with all regulatory requirements.

DEPARTMENTS

- ✓ Serve as the primary technical contact on issues or questions pertaining to their specific expertise.
- ✓ Provide daily direction of the technical activities within their work unit; ensures that energy conservation projects and actions are in accordance with sound technical practices.
- ✓ Ensure that appropriate actions are taken based on CDM Matrix indicators from the analyses within their work unit.
- ✓ Communicate regularly with Energy Conservation Demand Management Committee on technical issues and problems.

SUPPORT (CONSULTANTS AND SUBJECT MATTER EXPERTS):

- ✓ Obtain a general knowledge of policies and procedures related to energy conservation.
- ✓ Apply energy conservation methodologies used within their work areas.
- ✓ Notify their immediate supervisor of any issues/problems with any equipment.
- ✓ Maintain and follow appropriate maintenance and other energy conservation activities for their work areas.
- ✓ Gather energy conservation data as assigned.

COMPETENCE, AWARENESS AND TRAINING

The Township of Wellington North has recognized the importance of a community-wide natural resources conservation and environmental preservation culture, driven by municipal government and key stakeholders. The Township of Wellington North will provide regular newsletters and other updates on how the energy conservation objectives and targets are met. The Township of Wellington North will also identify the GHG emission reduction issues on a regular basis.

The Township of Wellington North commits to developing technical competencies so that any person performing tasks will have the potential to cause a significant energy conservation impact. A consistent effort will be made to identify training needs, create and modify training plans and create awareness.

Employees will receive training through instruction documents, directives and job aids. Training may be related to specific equipment, processes and monitoring of energy conservation and pollution prevention.

ENERGY CONSUMPTION

FACILITY ASSESSMENTS

The Township of Wellington North performed energy audits and/or facility assessments for the following facilities:

February 28, 2013:

- ✓ Arthur Wastewater Plant
- ✓ Mount Forest Wastewater Plant

March 1, 2013:

- ✓ Senior Citizens Hall-Arthur
- ✓ Chamber of Commerce-Arthur
- ✓ 160 Frederick St. Sewage Pumping Station-Arthur
- ✓ 60 Wells St. Sewage Pumping Station-Arthur
- ✓ Arthur Arena

April 25, 2013:

- ✓ Mount Forest Public Works Building
- ✓ 651 Cork St. Sewage Pumping Station-Mount Forest
- ✓ 555 Perth St. Sewage Pumping Station-Mount Forest
- ✓ 191 Durham St. Sewage Pumping Station-Mount Forest
- ✓ North Water Sewage Pumping Station-Mount Forest
- ✓ Arthur Public Works Building
- ✓ Well #7-Arthur
- ✓ Wells #8A-8B-Arthur
- ✓ Well #5 (non-producing well)
- ✓ Well #1 (non-producing well)

May 2, 2013:

- ✓ Mount Forest Pool
- ✓ Fire Hall-Mount Forest
- ✓ Fire Hall-Arthur
- ✓ Mount Forest Arena & Sports Complex
- ✓ Well #3-Mount Forest
- ✓ Well #4-Mount Forest
- ✓ Well #5-Mount Forest
- ✓ Well #6-Mount Forest

The five-year CDM Plan incorporates the results of these facility audits and assessments. This Plan can be adjusted accordingly, with the completion of additional assessments as required. The Township of Wellington North anticipates continuously improving the energy management aspects related to municipal buildings.

The Township of Wellington North is planning, within the next one-year period, to perform energy assessments at:

- ✓ Kenilworth Municipal Office
- ✓ Damascus Hall

GHG BASELINE

The Township of Wellington North completed its baseline GHG report and filed with the MOE on July 1, 2013. This baseline report gathered data from January 2011 – December 2011, with additional evaluations from energy assessments and updates for 2012 and 2013. The information collected via energy audits and extensive analyses has formed the basis from which targets, activities and measures have been set in the five-year CDM Plan. (See Appendix A and Appendix B)

FIVE YEAR ENERGY CONSERVATION AND DEMAND MANAGEMENT PLAN

The Township of Wellington North analyzed the anticipated economic and social effects of global warming and developed a five-year Plan targeted to reduce Greenhouse Gas emissions and energy consumption. These analyses have identified a variety of cost-effective solutions to reduce Greenhouse Gas emissions and conserve energy.

Options range from comprehensive market-based actions to comply with regulations, to reduced emissions and improved energy efficiency of power equipment through retrofits and other upgrades. These analyses are based on detailed energy studies in municipal operations, of technologies to reduce emissions.

COMMON-SENSE APPROACHES THROUGH ENERGY CONSERVATION AND CLEAN AIR

The Township of Wellington North is committed to energy conservation and pollution prevention by integrating energy management in the organizational structure, so that energy measures can be easily implemented.

ORGANIZATIONAL INTEGRATION

Responsibilities and interactions of the decision makers, for the implementation of the energy conservation measures, are brought into conformity within each departments' operations. The delegation of functions and competencies extend from Council to Township employees. Furthermore, a comprehensive coordination ensures the fulfillment of energy conservation actions and tasks.

The Township of Wellington North has established an Energy Conservation Demand Management Committee dedicated to energy conservation and pollution prevention management. Energy management is also considered as a subtask of department managers. Energy-related issues and questions are also directed to external professional services and consultants. These external services contribute new knowledge, and optimize processes based on their specialization.

ENERGY MANAGEMENT IN OPERATIONAL FUNCTIONS

FACILITY MANAGEMENT

Facility management is an important part of energy consumption optimization, because a significant proportion of complete operating costs relate to energy costs. Facility management encompasses multiple aspects to ensure functionality of the built environment by integrating people, place, processes and technology.

The central goal of facility management is to reduce costs for the provision of energy in buildings and facilities without compromising work processes. It is important to keep the excellent level of quality and availability of municipal services, while service life of the equipment and the ease of use should remain consistent, or improve. The Township of Wellington North is consistently optimizing facility management practices to achieve economic, ecological, risk-based and quality-based targets. The Township plans to minimize the total cost of the energy-related processes by implementing energy efficient techniques and technologies.

The most important key figure in the context of Facilities Management is kilowatt-hours per square metre per year (kWh/m²a). Based on this key figure, properties can be classified according to their energy consumption. The Township of Wellington North will establish the key performance matrix to monitor the annual performance of energy management in the facilities.

In addition, the Township will manage competencies, roles and responsibilities as they relate to facilities management to ensure that all actions and tasks are clearly described and distributed.

LOGISTICS

Core logistics task (transportation) can save costs and protect from environmental pollution. The relevant factors are the choice of means of transportation, duration and length of transportation, and cooperation with logistics service providers.

The impact of logistics cannot be ignored; it is directly responsible for more than 14% percent of GHG emissions worldwide. For this reason, the Township of Wellington North is investigating Green Logistics opportunities and partners.

Possible courses of action to consider in terms of green logistics include:

- ✓ Shift to eco-friendly transport carriers

- ✓ Route and load optimization
- ✓ Optimizing physical logistics processes by providing sophisticated IT support
- ✓ Encouraging car pooling
- ✓ Designating preferential parking for green vehicles

Transportation is an important part of the operations within municipalities, and minimizing transportation is an important consideration in determining energy savings. It is important to consider how transportation can be reduced, while not impeding the effectiveness of the operation/municipal service. Telephone calls or video conferencing are options, in lieu of physical presence for some meetings or dialogue, to reduce transportation. Home Office is another possibility by which the Township can protect the environment indirectly.

ENERGY PROCUREMENT AND RENEWABLE GENERATION

Procurement is the acquisition of goods or services. Energy prices fluctuate constantly, which can significantly affect the energy bill of the Township of Wellington North. Therefore, energy procurement decisions, where possible, will be based on the balance of the most economical and environmentally clean options available. The Township of Wellington North will continue to evaluate opportunities to invest in eco-friendly alternatives such as solar power.

OPERATIONS PLANNING AND CONTROL

Impending changes in the structure of energy in operations require an increasing demand for storage capacity. Operations planning and control must deal with the problem of limited storability of energy. In principle, there is the possibility to store energy electrically, mechanically or chemically. Another trend-setting technology is lithium-based electrochemical storage, which can be used in electric vehicles. The Township of Wellington North has realized the significance of this topic and aims to both promote technological breakthroughs, and support the rapid introduction of new energy storage. Also, throughout the operations planning process, peak demand hours potentially could be avoided for the benefit of a unified load profile, as feasible.

MAINTENANCE

Detailed maintenance is essential to support good energy management practices. Maintenance is the combination of all technical and administrative actions, including supervision actions, intended to retain an item in, or restore it to, a state in which it can perform a required function. Power losses and cost increases can be avoided.

It is possible to save energy and costs with the help of maintenance; examples include:

- ✓ Defrosting fridges
- ✓ Insulating hot water systems
- ✓ Improving leaks in building envelopes
- ✓ Lubricating parts to increase equipment efficiency

- ✓ Implementing sustainable operations and maintenance practices

INFORMATION TECHNOLOGY

The Township of Wellington North is harnessing Green IT principles and practices. Servers, and associated subsystems, such as monitors, printers, storage devices, and networking and communications systems, are gradually replaced with energy efficient models. Throughout the replacement, the Township is using environmentally safe disposal methods or partnerships that will result in minimal or no impact to the environment. With the help of IT, work processes can be eliminated or improved significantly.

Approaches and practices utilized:

- ✓ *Purchasing of devices:* Ensure purchase of Energy Star equipment, manufactured to resource-conservation standards, consuming less power than comparable devices. Where no Energy Star equipment is available, the Township will perform its own energy comparative studies before purchasing.
- ✓ *IT support:* Many programs support and complement organizations' energy conservation initiatives, like screen savers, low energy consumption computer profiles, etc.

UNDERSTANDING THE BENEFITS

Taking actions to reduce Greenhouse Gas emissions yields important economic benefits. These benefits include the reduced risk to human health and welfare that results from lower emissions of Greenhouse Gases, and reduced contribution to global warming and climate change. Appendix B and Appendix C illustrate the direct financial benefits from the implementation of Energy Conservation Measures. However, there are indirect social benefits of much greater importance to the community.

The Township of Wellington North is committed to delivering sustainable and reliable cost effective services to the community and meeting regulatory requirements and obligations. The Township of Wellington North seeks to enhance CDM to facilitate future implementation of renewable generation, green gas and energy reduction projects. This CDM Plan also identifies opportunities for continued energy conservation measures and sustainability initiatives.

The Township of Wellington North anticipates a variety of benefits in having an energy Conservation and Demand Management Plan. Reducing energy consumption can result in freeing up limited funding for other community projects. With a focus on being 'green,' this commitment resonates with general public opinion.

This Plan outlines the long-term strategy for managing Conservation Demand Management. The current Energy Conservation and Demand Management Plan covers the planned conservation projects for the next five years (Appendix B and Appendix C). However, planning is not a static process. As circumstances change (e.g. technologies, standards, knowledge, etc.), this Plan may be revised accordingly. Interim reviews and specific Plan adjustments may be required to better serve the dynamics of the community

environment. Additional research and planning will be necessary to establish consumption targets and develop initiatives for consideration during the budget process and coordination with capital forecasts and effective asset management.

ANALYSIS: MEASURES

ENERGY CONSERVATION MEASURES (ECM)

The Energy Conservation Measures considered in development of this Plan include:

- ✓ Technical Measures
- ✓ Organizational Measures
- ✓ Behavioural Measures

IDENTIFICATION OF CDM MEASURES

Energy audits and assessments were conducted in the major facilities owned by the Township of Wellington North. Further discussions and consultations with staff and managers did reveal additional operational and behavioural opportunities. In addition, future assessments are planned in two facilities. Through the energy audits, opportunities were identified as an additional stimulus, where possible, through accessing the OPA incentive programs. Given the status of these programs, and their slated end date of December 31, 2014, those projects identified as eligible for the OPA program incentives, which provide immediate cost savings and energy conservation target achievement potential, are to be considered as a high priority. Opportunities and Energy Conservation Measures have been identified for low-cost operational and maintenance improvements in existing buildings and equipment. This primary intention is optimizing and integrating the existing systems with necessary energy efficiency upgrades, rather than relying on major equipment replacement.

The Energy Conservation and Demand Management Plan is developed based on the Ministry of Energy (MOE) guidelines and recommended approach. During the development of the five-year Energy Conservation and Demand Management Plan for the Township of Wellington North, Burman Energy applied strategic planning tools and methodologies. CDM planning process evolved through the following stages:



- **DEFINE THE PREFERRED STATE** - The preferred state sets the long-term direction and vision for energy management for the Township of Wellington North. This is where the Township wishes to be with respect to energy and energy conservation. This, in essence, forms the basis used to identify goals and objectives.
- **IDENTIFY THE PRESENT STATE** - The present state identifies the current energy use within the Township of Wellington North, and indicates the variance between current energy usage and preferred energy usage.
- **IDENTIFY MEASURES** - At this stage, specific measures and steps are identified to move from the present to the preferred state of energy management. Priorities are assigned to aid with effective implementation of the Plan.
- **DOCUMENT RESULTS** - The results of the strategic planning sessions should be documented in the Conservation and Demand Management Plan along with the other planning requirements discussed in this guide.

A summary of recommended measures for the Township of Wellington North follows:

Summary of Energy Conservation Measures

PREFERRED STATE	PRESENT STATE	MEASURES	PRIORITY	TIMELINE
ORGANIZATIONAL AND BEHAVIORAL MEASURES				
Established Energy Conservation Organizational System	Energy Conservation Demand Management Committee is designated but lacks a	Implement sustainable CDM Program	Medium	3 years

	structured evaluation driven program			
Sustained employee awareness and engagement in energy conservation activities	Staff is building awareness about energy conservation and is getting engaged in various activities	Provide training and sustain energy conservation ideas and initiatives	Low	4 years
Consumer information and education provided	Limited information about energy conservation best practices	Explore experiences in other communities and work with Wellington North Power to promote energy conservation best practices	Low	4 years

TECHNICAL MEASURES

Optimized energy efficient lighting	Lighting energy consumption in the buildings is high. Energy inefficient T-12,HO lamps require replacement	Install LED lighting , T-8 lamps and ballast , de-lamp and remove unnecessary light bulbs	Medium	3 years
Optimized energy consumption of buildings	Energy consumption for building maintenance is high	Monitor energy consumption scheduling and install timers and energy-smart products	Low	4 years
Optimized functional parameters of the Pumping stations with energy efficient design	Energy inefficient pumps	Install VFDs to optimize the functional parameters and energy consumption of the remaining pumps	High	1-2 years
Sustainable low cost renewable generation for local consumption	No existing solar generation projects	Install solar generators where possible and work with stakeholders to enable renewable generation projects	Low	4 years
Demand Response	No existing DR3 reduction of energy use during periods of peak demand	Participate in Demand Response Program	Medium	3 years

COSTS, SAVINGS AND LIFESPAN OF MEASURES

Appendix B illustrates the direct cost and savings estimates for the proposed high priority measures, the estimated time that measures will be in place, and post-project performance monitoring guidelines.

RENEWABLE ENERGY

The Township of Wellington North is currently investigating opportunities for renewable energy projects. Any renewable energy projects will be included in the Energy Conservation and Demand Management Plan upon finalization.

PLAN IMPLEMENTATION

The Conservation and Demand Management Plan considers overall five-year targets for GHG reduction, and includes recommendations as to which measures can be most readily implemented to achieve targets. Informed decisions have been determined based on the established priorities.

The Township of Wellington North recognizes that it is of critical importance to improve energy efficiency and reduce operating costs. It is equally important to demonstrate commitment to the environment through the reduction of Greenhouse Gases, while continually improving air quality. Aligned in importance is the recognition that these actions are to be carried out without adversely affecting the Township's operations. All Township of Wellington North staff will play an essential role in the success of this five-year energy Conservation Demand Management Plan. It will be the responsibility of the newly formed Energy Conservation Demand Management Committee to ensure that energy management measures are properly communicated, and effectively implemented.

PRIORITIZING OF MEASURES

The conservation measures are prioritized in several areas: implementation costs and savings, simple payback and net present value (NPV) analysis. Other less obvious measures are included based on factors such as ease of implementation and importance, and the propensity to participate as determined by the Township of Wellington North and/or the Energy Conservation Demand Management Committee.

TIMELINES FOR MEASURES IMPLEMENTATION

Timelines are assigned based on measures/ facility prioritization. These timelines allow for flexibility during implementation, and will be dependent upon the costs/incentives and business decisions driven by the Township of Wellington North.

RESPONSIBILITY FOR MEASURES

The Energy Conservation Demand Management Committee and senior staff are responsible for implementation of the conservation measures. Additionally, the Township of Wellington North will establish guidelines, and/or use discretion to determine accountability for implementation.

INTEGRATION OF CORPORATE ACTIVITIES WITH CDM PLAN

The Township of Wellington North will make available any information relating to municipal initiatives geared toward energy conservation so that results and targets are met. The Township of Wellington North will work with other stakeholders, agencies and organizations to collaboratively achieve targets. Promotion of the Conservation Demand Management Plan goals and objectives will encourage successful implementation of the Plan.

MONITORING & EVALUATION

POST- CONSERVATION AND DEMAND MANAGEMENT PLAN (DUE JULY 1, 2019)

O. Reg. 397/11 requires that the Township of Wellington North report on the results of the Plan at the end of the five-year planning period. At that time, the Township of Wellington North will provide an update to include any revisions to the Plan. The Township of Wellington North submitted and published its 2011 Energy and Greenhouse Gas Emissions Report on July 1, 2013, and will continue to do so annually until July 1, 2019. At that time, the revised Plan will provide:

- ✓ A description of current and proposed measures for conserving and otherwise reducing energy consumption and managing its demand for energy
- ✓ A revised forecast of the expected results of the current and proposed measures
- ✓ A report of the actual results achieved
- ✓ A description of any proposed changes to be made to assist the public agency in reaching any targets it has established or forecasts it has made
- ✓ Any additional Council initiatives geared at achieving or establishing new targets

ADMINISTRATION

As per the requirements of O. Reg. 397/11, the Conservation and Demand Management Plan is available for public access through:

- ✓ Publishing the Conservation and Demand Management Plan on the Township of Wellington North website at www.wellington-north.com
- ✓ Printed form, available for the public at the Township of Wellington North municipal office

An Energy Mandate is included in Appendix D, to be presented for Council endorsement. This Energy Mandate affirms commitment by the Township of Wellington North to implement the five-year Conservation and Demand Management Plan.

CONCLUSIONS AND RECOMMENDATIONS

CONCLUSIONS

- ✓ The Township of Wellington North is on its way to the implementation of a robust conservation culture
- ✓ The Township of Wellington North has completed the majority of the energy audits supporting technology investment decisions, to reduce electricity expenditures
- ✓ Reasonable targets have been set, and appear to be achievable according to the analysis conducted through the facility assessments
- ✓ A structured implementation approach has been outlined to secure the success of the CDM initiative

RECOMMENDATIONS

- ✓ Council adoption of Energy Mandate
- ✓ Develop a Conservation and Demand Management Program that will allow for the implementation of the Conservation Demand Management Plan
- ✓ Complete the additional energy audits and assessments at the Township office in Kenilworth and Damascus Hall
- ✓ Revise Plan as required based on analysis, energy assessments and energy consumption trends
- ✓ Revisit the energy assessments toward the end of the four-year period to facilitate both the reporting and planning process in the next stages

APPENDIX

Appendix A*

GHG Report – 2011 (as submitted July /2013, and forming the baseline “present state” from which the ECDM Plan is d
GHG Report – 2012 (required submission - July 1, 2014)

**Appendix A is located at www.wellington-north.com*

Appendix B

Energy Conservation and Demand Management Plan Details (2013 Baseline Data)

Appendix B-1 – Financial Summary Tables

Appendix B-2 – Energy Conservation Measures: Waste Water Facilities

Appendix B-3 – Energy Conservation Measures: Recreational Facilities and Township Buildings

Appendix C

Energy Conservation and Demand Management Plan Details (2013 Baseline Data)

Appendix C-1 – Energy Savings Summary Tables

Appendix C-2 – Energy Conservation Measures: Waste Water Facilities and Township Buildings

Appendix C-3 – Energy Conservation Measures: Recreational Facilities

Appendix C-4 – Project Timelines

APPENDIX A – GREENHOUSE GAS REPORTS

GHG reports are available on the Township of Wellington North website at www.wellington-north.com

APPENDIX B – SUMMARY OF MEASURES

Operation	Type	Lighting Retrofit	MEASURES		
			Building controls	Replace pumps	Replace motors
Well #3	Water Facility				
Well #4	Water Facility	X			
Well #5	Water Facility	X			
Well #6	Water Facility				
Well #7	Water Facility	X			
Mount Forest WWTP	Water Facility		X		
North Water Sewage	Water Facility	X		X	
Arthur WWTP	Water Facility	X			
Frederick Street Sewage	Water Facility	X			
Mount Forest Arena	Rec. Facility			XXX	
Mount Forest Pool	Rec. Facility	X			
Arthur Arena	Rec. Facility	X			
Arthur Fire Hall	Rec. Facility	X			

FINANCIAL SUMMARY TABLES

ENERGY CONSERVATION MEASURES

WATERWORKS FACILITIES

ECM #	Description	Estimated Costs (\$)	Estimated Incentives (\$)	Projected Annual Savings (\$)	Simple Payback Period (years)
ECM#1	Well #3 Install a 40 HP VFD on submersible pump	\$8,000	\$2,145	\$8,160	0.72 years
ECM#2	Well #4 Install a 30 HP VFD on submersible pump	\$6,000	\$1,610	\$3,536	1.24 years
ECM#3	Well #4 Replace & re-ballast T12 lamps with T8s	\$60	\$24	\$12	3 years
ECM#4	Well #5 Install an 80 HP VFD on submersible pump	\$12,000	\$3,980	\$6,816	1.17 years
ECM#5	Well #5 Replace & re-ballast T12 lamps with T8s	\$60	\$24	\$12	3 years
ECM#6	Well #6 Install a 75 HP VFD on submersible	\$11,250	3,980	6,120	1.19 years

ENERGY CONSERVATION MEASURES

WASTEWATER FACILITIES

ECM #	Description	Estimated Costs (\$)	Estimated Incentives (\$)	Projected Annual Savings (\$)	Simple Payback Period (years)
ECM#9	Mount Forest WWTP Lighting control	\$3,000	\$500	\$3,910	0.64 years
ECM#10	North Water Sewage 138 KW sewage pump operation with generator	\$480 (fuel)	\$0	\$2,400	0.2 years
ECM#11	North Water Sewage Replace & re-ballast T12 lamps with T8s	\$240	\$108	\$50	2.64 years
ECM#12	Arthur WWTP - Install two 60 HP VFDs on the aeration blowers - Replace piping	\$18,000	\$6,440	\$19,000	0.61 years
ECM#13	Arthur WWTP Replace metal halide lamps with 4-lamp T8s	\$2,240	\$1,260	\$574	1.7 years
ECM#14	Frederick Street Sewage Replace & re-ballast T12 lamps with T8s	\$120	\$48	\$25	2.9 years

ENERGY CONSERVATION MEASURES

RECREATIONAL FACILITIES & TOWNSHIP BUILDINGS

ECM #	Description	Estimated Costs (\$)	Estimated Incentives (\$)	Projected Annual Savings (\$)	Simple Payback Period (years)
ECM#15	Mount Forest Arena Install VFDs on: - 15 HP tower pump - (2) 30 HP cooling glycol pumps - 30 HP cooling tower fan	\$15,750	\$5,635	\$5,120	1.97 years
ECM#16	Mount Forest Pool Install VFD on 15 HP filter pump	\$3,000	\$805	\$1,224	1.8 years
ECM#17	Mount Forest Fire Hall Replace & re-ballast T12 lamps with T8s	\$2,100	\$504	\$140	11.4 years
ECM#18	Arthur Arena Install VFDs on 25 HP brine pump	\$5,000	\$1,340	\$2,792	1.31 years
ECM#19	Arthur Arena Replace & re-ballast T12 lamps with T8s	\$1,800	\$470	\$230	5.78 years
ECM#20	Arthur Fire Hall Replace & re-ballast F96 T12s with T8s	\$250	\$60	\$50	3.8 years

APPENDIX C

APPENDIX C-1

ENERGY SAVINGS SUMMARY TABLES

ENERGY CONSERVATION MEASURES

WATERWORKS FACILITIES

ECM #	Description	Annual Energy and Demand Reduction		Priority Low/Medium/High
		Demand (kW)	Electric Consumption (kWh)	
ECM#1	Well #3 Install a 40 HP VFD on submersible pump	20 KW	60,000 KWh	High*
ECM#2	Well #4 Install a 30 HP VFD on submersible pump	11 KW	26,000 KWh	High*
ECM#3	Well #4 Replace & re-ballast T12 lamps with T8s	0.05 KW	110 KWh	Low
ECM#4	Well #5 Install an 80 HP VFD on submersible pump	28 KW	43,200 KWh	High**
ECM#5	Well #5 Replace & re-ballast T12 lamps with T8s	0.05 KW	110 KWh	Low

ECM#6	Well #6 Install a 75 HP VFD on submersible pump	25 KW	45,000 KWh	High*
ECM#7	Well #7 Install a 40 HP VFD on submersible pump	19 KW	44,000 KWh	High*
ECM#8	Well #7 Replace & re- ballast T12 lamps with T8s	0.1 KW	200 KWh	Medium

ENERGY CONSERVATION MEASURES

WASTEWATER FACILITIES & TOWNSHIP BUILDINGS

ECM #	Description	Annual Energy and Demand Reduction		
		Demand (kW)	Electric Consumption (kWh)	Priority Low/Medium/High
ECM#9	Mount Forest WWTP Lighting control	--	28,000 KWh	High
ECM#10	North Water Sewage 138 KW sewage pump operation with generator	60 KW	--	
ECM#11	North Water Sewage Replace & re-ballast T12 lamps with T8s	0.2 KW	350 KWh	Medium
ECM#12	Arthur WWTP - Install two 60 HP VFDs on the aeration blowers - Replace piping	25 KW	200,000 KWh	High
ECM#13	Arthur WWTP Replace metal halide lamps with 4-lamp T8s	0.79 KW	6,000 KWh	Medium

ENERGY CONSERVATION MEASURES

RECREATIONAL FACILITIES

ECM #	Description	Annual Energy and Demand Reduction		Priority
		Demand (kW)	Electric Consumption (kWh)	
ECM#15	<p>Mount Forest Arena</p> <p>Install VFDs on:</p> <ul style="list-style-type: none"> - 15 HP tower pump - (2) 30 HP cooling glycol pumps - 30 HP cooling tower fan 	16 KW	50,000 KWh	High*
ECM#16	<p>Mount Forest Pool</p> <p>Install VFD on 15 HP filter pump</p>	5 KW	9,000 KWh	High*
ECM#17	<p>Mount Forest Fire Hall</p> <p>Replace & re-ballast T12 lamps with T8s</p>	0.7 KW	1,000 KWh	Medium
ECM#18	<p>Arthur Arena</p> <p>Install VFDs on 25 HP brine pump</p>	5.6 KW	30,000 KWh	High*

ECM#19	Arthur Arena	0.93 KW	1,500 KWh	Medium
	Replace & re-ballast T12 lamps with T8s			

**VFD implementation timeline will depend on the results from the Pilot Project at Well #5*

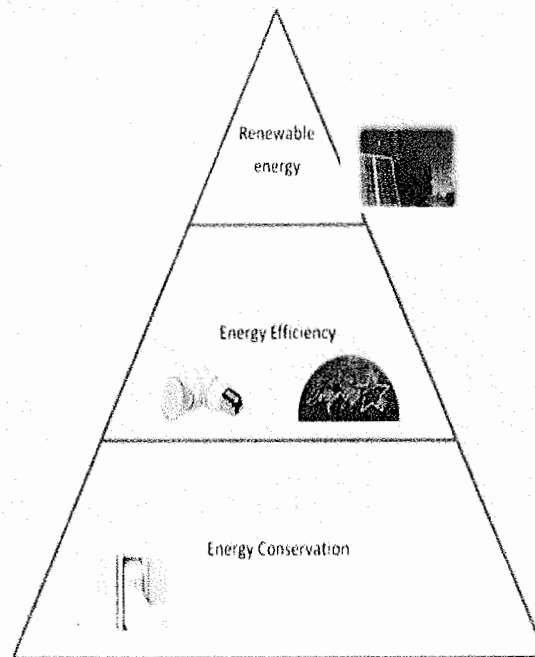
***VFD Evaluation Pilot Project at Well #5*

APPENDIX C-4

PROJECT TIMELINES

Project Timelines	
Project Priority Rating	Completion Timeline
High	2016
Medium	2017
Low	2018

ENERGY PYRAMID



APPENDIX D

ENERGY MANDATE FOR COUNCIL CONSIDERATION

WHEREAS the Township of Wellington North prides itself in being responsible stewards of all resources, and WHEREAS it recognizes that energy is a resource that must be efficiently and properly managed.

AND WHEREAS, in recognition of the importance of energy management, Council and staff are committed to encouraging and embedding a culture of conservation and sustainability into daily operations and decision-making processes.

AND WHEREAS the consumption of energy is a behaviour shared by all, thus responsible energy management must be pursued by all.

AND WHEREAS the Township of Wellington North acknowledges that energy is an operating expense which can be controlled, where the anticipated fiscal savings will benefit the local community.

AND WHEREAS Council will ensure that the necessary resources are budgeted and allocated to ensure that the actions within the five-year CDM Plan are implemented and acted upon.

AND WHEREAS it is also recognized that this initial Plan will evolve as knowledge and experience allows for additional improvements and efficiencies.

THEREFORE, be it resolved that the Energy Conservation Demand Management Committee, with assistance of individual contributors be directed to carry out the actions listed within the five-year CDM Plan.



June 25, 2014

Premier Kathleen Wynne
Legislative Building, Room 281
Queen's Park
Toronto, ON
M7A1A1

Dear Hon. Kathleen Wynne;

Re: Call for a Formation of Small and Rural School Alliance

At the regular meeting of Council held on June 25, 2014, the Council of the Town of Penetanguishene passed a resolution which calls for a formation of Small and Rural School Alliance.

Please find enclosed a copy of the above noted resolution which indicates the call for support of this resolution from all small town and rural Ontario municipalities that face or have faced the possibility of school closures within their municipality and that these small town and rural Ontario municipalities jointly lobby for a moratorium on all school closures until such time that the administrative process on accommodation reviews is completed by the Provincial Government.

If you require further information, please do not hesitate to contact the undersigned at 705-549-7453 or gmarshall@penetanguishene.ca.

Most Sincerely,

Gerry Marshall, Mayor
Town of Penetanguishene

/kg

Encl.

cc. Hon. Liz Sandals, Minister of Education
Hon. Jeff Leal, Minister of Rural Affairs
The Federation of Northern Ontario Municipalities
The Association of Ontario Small Urban Municipalities
MPP Garfield Dunlop
MP Bruce Stanton



Regular Meeting of Council
June 25, 2014

Moved By: Councillor Daryl O'Shea
Seconded By: Deputy Mayor Patrick Marion

WHEREAS Education is one of the largest assets that a municipality can provide to its residents in terms of offering quality of life and quality of community;

AND WHEREAS one of the challenges that small town and rural communities face are closures of both elementary and high schools in their communities;

AND WHEREAS the levels of Educational service and costs associated with said services are funded by the Province of Ontario;

AND WHEREAS the Ontario Government has not directly consulted nor communicated with small town rural Ontario municipalities being serviced by the School Boards in regards to school closures;

AND WHEREAS these potential closures are subject to an administrative School Board process called an Accommodation Review Committee (ARC);

AND WHEREAS there is lack of public trust in the Accommodation Review process as School Boards are not being held accountable for the recommendations of the ARC;

AND WHEREAS there is support from other small and rural municipalities to jointly lobby for a moratorium on all school closures until such time that the administrative process on accommodation reviews is completed by the Provincial Government;

NOW THEREFORE BE IT RESOLVED THAT the Town of Penetanguishene request the support of this resolution from all small town and rural Ontario municipalities that face or have faced the possibility of school closures within their municipalities;

AND THAT the Mayor is authorized to reach out to interested communities to form an alliance to approach the Provincial Government via the Ministry of Education and Ministry of Rural Affairs on this issue;

AND FURTHER THAT this joint effort request meetings with the Minister of Education and Minister of Rural Affairs at the upcoming Association of Municipalities of Ontario Conference to represent all supporting municipalities to clearly and directly communicate to the Province the concerns with the policies of local School Boards in reference to ARC processes;

AND FURTHER THAT said municipalities are encouraged to forward letters in support of this resolution to the Premier, Minister of Education, Minister of Rural Affairs, the

Association of Municipalities of Ontario, the Federation Northern Ontario Municipalities, the association of Ontario Small Urban Municipalities and local Members of Provincial Parliament;

AND FINALLY THAT this resolution be forwarded to the appropriate government agencies and communities as outlined within.

CARRIED.

Mayor Gerry Marshall



June 10, 2014

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

Dear Mayor Tout, Councillors Burke, Goetz, Lennox and Yake, and staff

Every day North Wellington Health Care (NWHC) strives to meet acute healthcare needs in our community. What we will accomplish through the new Redevelopment of the Emergency Department and Ambulatory Care areas is being determined by The Ministry of Health and Long Term Care and our community of concerned supporters.

On behalf of the Campaign Committee, it is my pleasure to provide information in response to questions posed by Wellington North Council and staff to The Mount Forest Louise Marshall Hospital Foundation, dated May 27. Much of this was submitted to the Ministry early in the approval process. We are grateful for your interest in the Redevelopment and glad to share it.

Enthusiastic commitment of the Redevelopment from key leaders continues to be instrumental in inspiring and engaging all in our community. As of June 23, more than 76 such leaders had stepped forward to commit to \$2.48 million in funding. Others have directed special donations to this project. We are most appreciative of these supporters. For them, "Always Here for You" is understood as only being effective when it works both ways: this Redevelopment will help this community and the community will help fund it.

A commitment of municipal funding will send a strong, clear and correct message that the health of this community, and its visitors, remain one of the most important investments that can be made - a once-in-a-generation decision for a long-term impact. Your engagement as a Council is significant and influential.

Kindest regards,

A handwritten signature in cursive script that reads "Jane Ford".

Jane Ford
Development Officer
The Mount Forest Louise Marshall Hospital Foundation

A logo consisting of a stylized heart shape formed by two hands, with the text "Always Here for You" written in a cursive font to the right.

OUR HOSPITAL CAMPAIGN

RESPONSE TO WELLINGTON NORTH QUESTIONS

1. Indications at the March 24th meeting of Council were that the Louise Marshall Hospital serves a catchment area of 15,000 people. **Could the Foundation provide details about how many of the 15,000 people actually falls within Wellington North boundaries and the percentage breakdown of that 15,000 amongst the 4 municipalities that tap into the hospital services?**

The analysis below considers Emergency Department (ED) and Catchment only. (2012-2013)

Municipality	LMH ED Visits (2012/13)	Total ED Visits (2012/13)	Market Share for LMH (2012/13 ED Visits)	Population Estimates (2012)	Estimate of Catchment Based on ED Visits	Distribution of Catchment by Municipality	Distribution of Catchment by Top Four Municipalities
Wellington North	7,445	10,545	71%	12,383	8,743	62%	75%
Southgate	843	5,482	15%	7,286	1,120	8%	10%
Minto	1,030	7,205	14%	9,434	1,349	10%	12%
West Grey	446	14,858	3%	12,660	380	3%	3%
All Other Geographies	1,109	5,841,774	0%	13,464,137	2,556	18%	
Total	10,873	5,879,864			14,148	100%	100%

The Ministry's formula to estimate catchment area is calculated as follows: LMH ED visits divided by Total ED visits for those who live in each municipality multiplied by the Population estimate for that municipality.

For example, the 10,545 total ED visits by the 12,383 residents of Wellington North, 7,445 was to LMH. This is 70.6% of all ED visits by residents of Wellington North (7,445 / 10,545) which is multiplied by the population (12,383 x .706) to get a catchment of 8743.

Analysis 2 below is data from 2010-2011. It considers Inpatients, Emergency Department and Day surgery by municipality.

Municipality	Inpatient Cases		ED Visits		Day Surgery Cases	
	#	%	#	%	#	%
3737 Wellington North	501	70.5%	7,579	67.7%	421	57.2%
3733 Minto	84	11.8%	1,150	10.3%	97	13.2%
736 Southgate	51	7.2%	782	7.0%	41	5.6%
740 West Grey	25	3.5%	538	4.8%	71	9.6%
2821 North Perth	8	1.1%	40	0.4%	<5	NR
703 Hanover	5	0.7%	31	0.3%	8	1.1%
3736 Mapleton	5	0.7%	140	1.2%	13	1.8%
249 South Bruce	<5	NR	13	0.1%	<5	NR
3701 Guelph	<5	NR	87	0.8%	21	2.9%
739 Grey Highlands	<5	NR	36	0.3%	7	1.0%
All Other Areas	23	3.2%	805	7.2%	55	7.5%
Total	711	100.0%	11,201	100.0%	736	100.0%

2. Would the Foundation provide Wellington North with the amounts requested from the 3 other municipalities that fall within the hospital service area?

Municipality	Amount	Asked/Discussed only	Decision Status
Wellington North	\$1,000,000	Asked	Pending
Southgate	500,000	Asked	\$200,000
Minto	250,000-500,000	Discussed only	
West Grey	250,000	Asked	Declined

These are "ask" amounts.

And is that figure based on the number of residents that the hospital serves from each of the municipalities?

It is one factor. Other criteria were considered in proposing an amount like:

- Proportion of patient use in all three areas of Inpatients, ER and Ambulatory care
- Number of hospitals in the municipality
- Number of hospitals served by municipality's population
- Concentration of residences, commercial/factories, seasonal/vacation parks
- Concentration of populations with accessibility issues: Mennonite families, elderly/nursing homes
- Response in past to ongoing support of this hospital
- Other factors attained through research for example, population growth/density, etc.

3. Would the Foundation share how much of the \$5 million Always Here for You Campaign goal has been collected to date?

On June 23, it was reported at the Campaign Committee that new commitments (including additional new funds) were \$2,478,043 - almost halfway to goal after only 12 months.

4. Does the Louise Marshall Hospital Foundation have a reserve outside of the Always Here for You Campaign funds collected? What is the balance in the reserve? Are those reserve dollars earmarked for this Capital project?

There are no reserves. Any assets the Foundation has are either restricted for the Redevelopment or internally allocated for projects in progress or for future projects. This is explained in our Financial Statements.(included)

Approximately \$690,000 was restricted for the Redevelopment at the end of March 2014. This continues to increase at about \$7,000 a month as donors indicate their preference to support the Campaign.

The March 31, 2014 Financial Statements (to be approved at the Foundation Annual General Meeting on June 25) show:

- Page 9 point 4, Net Assets of \$2,617,638 are internally-allocated to fund various previously-committed projects.

- In the same point 4, an amount of \$563,569, considered at this point as unrestricted will be needed for anticipated projects over the next 5 years. These are estimated to be \$8.5 million in capital needs from the Five Year Plan 2015-2020.
- A motion of September 25, 2012, specified that the \$1.5 million was to be available for “initial costs of planning and design”. \$1,334,159 remains on reserve for pre-Redevelopment work or for other non-Ministry funded Redevelopment costs.

5. What is the total estimated cost of the Capital project

At Stage 5 of the approval process, we will know the estimated cost. The project awaits approval of Stage 2 (functional analysis). This is much farther along than most projects in our region.

Initially, the project was categorized in the range of \$10 million or less when it was first submitted on October 7, 2009. The Ministry has since changed its requirements and with inflation, the Redevelopment is expected to exceed \$10 million. A similar project in Listowel several years ago was completed at over \$20 million. The Always Here for You Campaign of \$5 million will not be increased. Scenarios of disbursements include:

Description	Expenditure Breakdown Scenario 1 (in millions of dollars)	Expenditure Breakdown Scenario 2 (in millions of dollars)	Expenditure Breakdown Scenario 3 (in millions of dollars)
New Equipment and Furnishings for the Redevelopment	2.3	2.2	1.5
New/Replacement Equipment for other areas in the hospital	1.7	1.5	1.3
10% of Building costs	1.0	1.3	2.2
Maximum available	5.0	5.0	5.0

Is the \$5 million to be collected earmarked exclusively for this project?

All funds designated by the donors to the Redevelopment are restricted. The Campaign does not expect to exceed the \$5 million goal; however, if the received funds do exceed the goal, the balance will be redirected to future projects (\$8.5 million in capital needs from the Five Year Plan 2015-2020).

Wellington North Township
Wellington North Building Dept.
Wellington Dufferin Health Unit
Arthur Fire Dept.
Ontario Provincial Police

RECEIVED

JUL - 4 2014

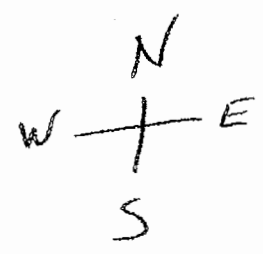
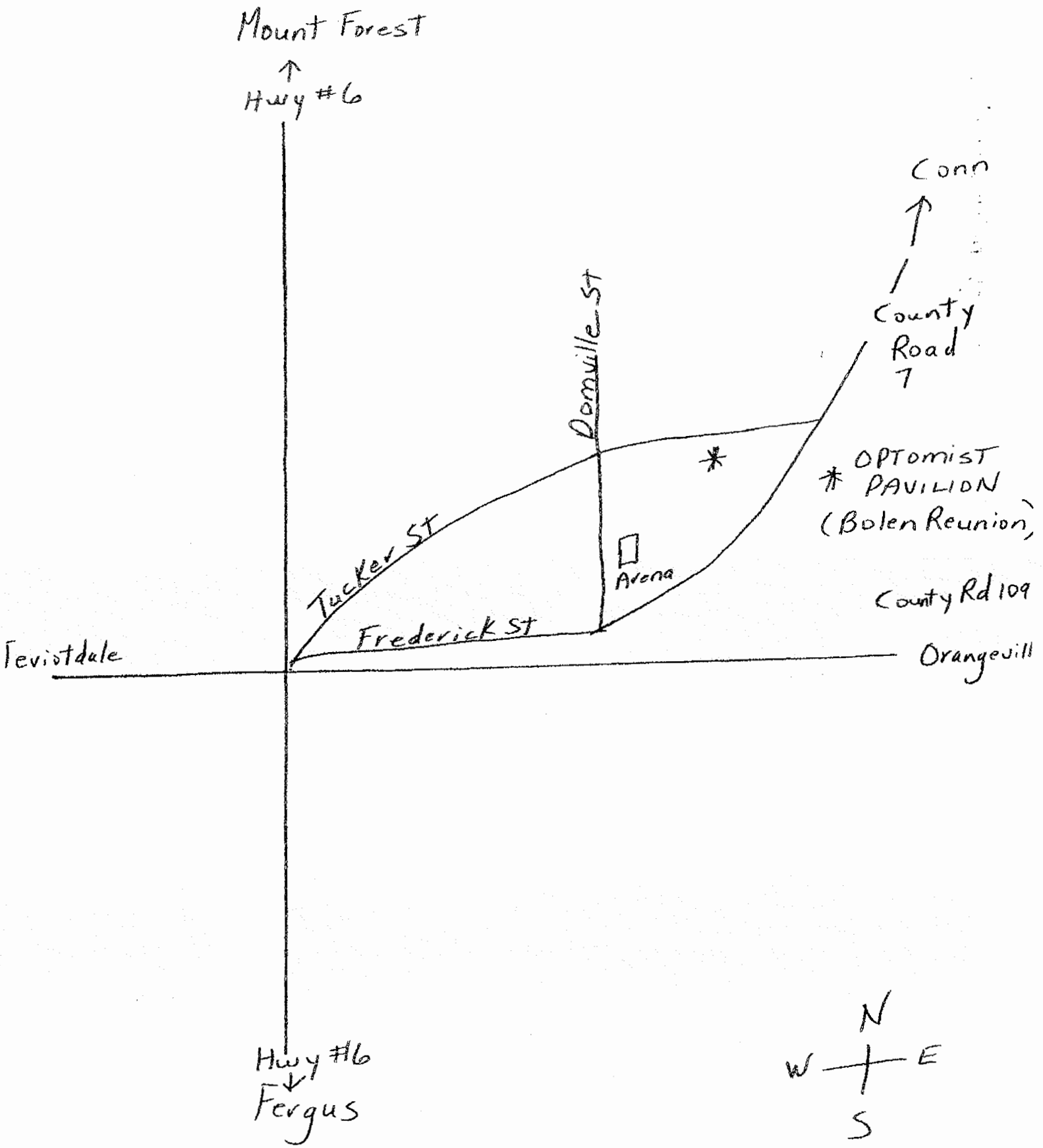
FWP. OF WELLINGTON NORTH

To Whom it may concern,

This is a request for permission for a no-sale liquor permit for special occasion for the Bolen Family Reunion to be held Sun. July 20, 2014 at the Optimist Pavilion on Tucker St. in Arthur, Ontario. We have held this event for many years & I am taking responsibility for this event.

If there are any questions, you can contact me at 519-848-2138 or 519-323-7173. Thank you.

Sincerely
Ruth-Anne
Horriyan
Ruth-Anne Horriyan



From: Bev Parrott [<mailto:bparrott@grandriver.ca>]

Sent: July-02-14 12:54 PM

To: Barbara McLeod (barb.mcleod@wilmot.ca); Beverley Wood (bev.wood@norfolkcounty.ca); Blair Labelle (blair.labelle@guelph.ca); Brenda Junker (bjunker@twp.ezt.on.ca); Brenda Tabor; Carolyn Biggs (Carolyn.Biggs@hamilton.ca); Cathy More; cbroughton@woolwich.ca; Christine Tarling (Christine.tarling@kitchener.ca); Dave Milliner - Township of Southgate (dmilliner@southgate.ca); dholmes@melanctontownship.ca; Evelyn Eichenbaum (eeichenbaum@haldimandcounty.on.ca); Fran Bell (fbell@blandfordBlenheim.ca); gkosch@wellesley.ca; Heather Boyd (heather.boyd@brant.ca); Jane Wilson; Kathryn Ironmonger (kathryn.ironmonger@erin.ca); Kerri ann O'Rourke (korourke@perthcounty.ca); kjanice@region.waterloo.on.ca; klandry@puslinch.ca; Kyle Kruger (kkruger@twp.norwich.on.ca); Lori Wolfe (lwolfe@brantford.ca); Marion Morris; Michael Di Lullo (Dilullom@cambridge.ca); Milton (townclerk@milton.ca); Olga Smith (olga.smith@waterloo.ca); pberfelz@northperth.ca; psinnamon@town.mapleton.on.ca; Rodger Mordue (rmordue@northdumfries.ca); suestone@amaranth-eastgary.ca; Suzanne Jones (suzannej@haltonhills.ca); Theresa Campbell (tcampbell@pertheast.on.ca)

Cc: Joe Farwell; Keith Murch; Bob Bell; Barry Lee; Brian Coleman (brianatbridgeview@gmail.com); Bruce Banbury; Claudette Millar (mclaudette@region.waterloo.on.ca); Fred Morison; Geoff Lorentz; Jan d'Ailly (jan@dailly.ca); Jane Mitchell; Jean Haalboom (hjean@region.waterloo.on.ca); Jeannette Jamieson; Joanne Ross-Zuj (jross-zuj@centrewellington.ca); John Brennan; Les Armstrong; Lorne Boyko; Maggie Laidlaw; Pat Salter; Rob Deutschmann (rob@deutschmannlaw.com); Robert Hillier (hilliebo@rogers.com); Ross Kelterborn (kross@region.waterloo.on.ca); Steve Schmitt; Todd Cowan; Tom Nevills; Vic Prendergast (vcp@msn.com); Warren Stauch

Subject: Grand River Conservation Authority Members' Attendance

Hello everyone,

Pursuant to Section 8 of Grand River Conservation Authority's By-law 1 – 2014 I have attached a spreadsheet setting out members' attendance at meetings for the period January 1 to June 30, 2014.

Regards, Bev.

Bev Parrott
Executive Assistant
Grand River Conservation Authority
bparrott@grandriver.ca
tel. 519-621-2763 x 2200
fax 519-621-4844



Arthur Agricultural Society
PO Box 771
Arthur ON N0G 1A0

Monday, July 7, 2014

Township of Wellington North
Box 125, 7490 Sideroad 7 West
Kenilworth, Ontario NOG 2E0 Canada

Dear Cathy Conrad;

Please present our request for a road closure for the Arthur Fall Fair Parade on Friday September 5th 2013 at your next council meeting. The parade leaves at 7pm sharp from the Arthur Christian School grounds on Eliza Street.

The parade route will be left on to Eliza Street from the parking lot of the school, left onto Leonard Street, Cross over the intersection of Isabella and Charles Street, Right at the Royal Bank at the intersection of Charles street and George St, follow George Street down to Frederick street (Sussman's corner) and turn right onto Frederick Street and then a quick left up Tucker Street to the fairgrounds entrance on Tucker Street.

Suggested Detour would be for Hwy 6 traffic – Francis Street to Fredrick street east and then up 6 with the assistance of an OPP office at the Sussman's corner directing traffic.

If the Wellington County Ontario Provincial Police could be notified and stressed to them that traffic control would be greatly appreciated during our parade as we have had no assistance from them the last 2 years with our parade and dealing with the traffic even with requests sent to their dispatchment.

Sincerely,
Jennifer McFadden - Bodz

Jennifer McFadden - Bodz

Secretary
519 323 2811(home) or 519 848 6057 (work)

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

BY-LAW NUMBER 57-14

BEING A BY-LAW TO TEMPORARILY CLOSE PORTIONS OF ELIZA, LEONARD, CHARLES, GEORGE, FREDERICK AND TUCKER STREETS IN THE FORMER VILLAGE OF ARTHUR FOR THE PURPOSE OF HOLDING THE ARTHUR FALL FAIR PARADE.

AUTHORITY: Municipal Act, 2001, S.O. 2001, c. 25, Section 42.

WHEREAS Section 42 of the Municipal Act, S.O. 2001, c. 25, as amended provides for the temporary closing of a street to vehicular traffic for such period as shall be specified in the by-law for such community purpose as may be specified in the by-law;

AND WHEREAS the Arthur Agricultural Society has requested that portions of Eliza, Leonard, Charles, George, Frederick and Tucker Streets be closed to vehicular traffic on Friday, September 5, 2014 between the hours of 6:30 p.m. and 8:00 p.m.

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

1. That portions of Eliza, Leonard, Charles, George, Frederick and Tucker Streets are hereby temporarily closed on September 5, 2014 between the hours of 6:30 p.m. and 8:00 p.m.
2. The effective date of this by-law shall be the date of final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 14TH DAY OF JULY, 2014.**

**RAYMOND TOUT,
MAYOR**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

BY-LAW NUMBER 58-14

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON
JULY 14, 2014.**

AUTHORITY: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 5(3) and 130.

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law.

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law.

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

1. That the action of the Council at its Regular Meeting held on July 14, 2014 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. That the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Ontario Municipal Board Act, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 14TH DAY OF JULY, 2014.**

**RAYMOND TOUT
MAYOR**

**MICHAEL GIVENS
CHIEF ADMINISTRATIVE OFFICER/CLERK**

MEETINGS, NOTICES, ANNOUNCEMENTS

Tuesday, July 15, 2014	Public Works Committee	8:30 a.m.
Monday, July 21, 2014	Admin and Finance Committee	5:00 p.m.
Monday, August 11, 2014	Committee of Adjustment	7:00 p.m.
Monday, August 11, 2014	Public Meeting	Following Committee of Adjustment
Monday, August 11, 2014	Regular Council Meeting	Following Public Meeting
Monday, August 20, 2014	Economic Development Committee	4:30 p.m.

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

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427
- Guelph location – 519-821-4242**

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