



# Township of Wellington North

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

## Regular Meeting of Council

Monday, September 8, 2014

Following Public Meeting

Municipal Office Council Chambers, Kenilworth

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<p><u>CALLING TO ORDER</u></p> <p>- Mayor Tout</p>	
<p><u>SINGING OF O' CANADA</u></p>	
<p><u>PASSING AND ACCEPTANCE OF AGENDA</u></p>	
<p><u>DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF</u></p>	
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# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

**Monday, August 11, 2014**

The Public Meeting was held Monday, August 11, 2014 at 7:00 p.m. at the Township of Wellington North Council Chambers, Kenilworth to consider an existing Draft Plan of Subdivision, a County of Wellington Official Plan and Zoning Amendment application, and a Zoning Amendment application.

**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: Mark Van Patter**  
**Chief Building Official: Darren Jones**  
**Business Economic Manager: Dale Small**  
**Treasurer: Paul Dowber**  
**Acting Fire Chief: Dave Guilbault**

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

**Declaration of Pecuniary Interest:**

None declared.

**Owner/Applicant: Reeves Construction Ltd.**

The subject land is described as Part of Park Lot 3, South of King Street. The land is approximately 1.75 acres in size, with 66 feet of frontage on King Street. This land is being added to existing draft plan of subdivision 23T-79087, which fronts on Albert Street and was given draft approval in 1980 by the Province.

The purpose of the application is a major revision to the existing draft plan 23T-79087. Five lots fronting on Albert Street are proposed to be removed from the draft plan, as they have already been created through the severance process. The above-noted 1.75 acres is new land proposed to be added to the draft plan. These new lands are for 5 single detached lots, a storm water management block and an extension of Road 'A' out to King Street. A public meeting was held in May, 2014 to discuss rezoning the subject land to Residential (R2). Township approval is pending. Please note – Section 34 (12) of the Planning Act.

# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

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Please note – Section 51 (43) of the Planning Act.

(43) Appeal. – Subject to Section 51, subsection (43) of the Planning Act, any person or public body may appeal a decision of the County of Wellington not later than 20 days after the day that the giving of written notice has been completed. If you wish to be notified of the decision you must make a written request to the Director of Planning and Development, Corporation of the County of Wellington, 74 Woolwich Street, Guelph, ON N1H 3T9.

1. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on July 17, 2014.

2. Presentations by:

Mark Van Patter, Township Planner reviewed his comments, dated May 1, 2014.

The County will be asking for a multi-residential component somewhere on the draft plan to conform to the Official Plan. There may be further revisions required with the storm water management area. Once the Township is satisfied with the revised draft plan, Council will be asked to pass a resolution in support and forward this to the County.

The property subject to the revised draft plan of subdivision is described as Part Park Lot 3, South of King St and Part of Park Lot 3, North of Albert Street, Town of Mount Forest. The property is 2.46 hectares (6.1 acres) in size.

Plan 23T-79087 was given “draft” approval by the Province on March 31, 1980 for a subdivision of 31 single detached lots. The draft plan fronts on Albert Street and goes just over half-way to King Street.

A second parcel of land owned by John Padfield was purchased by Reeves Construction. This is the land immediately north of 23T-79087 and is to be added to the draft plan area. On November 16, 2009, Reeves Construction applied to Wellington County for a major revision to draft Plan 23T-79087. A subsequent revised plan was provided to the County.

# TOWNSHIP OF WELLINGTON NORTH

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The following changes are proposed:

- Deletion of 5 lots fronting on Albert Street previously severed (south part)
- Addition of stormwater management Block 32 (north part)
- Extension of internal Road 'A' up to King Street with 5 new lots (north part)
- The net result is still 31 lots

Under the Planning Act, a public meeting is mandatory for an application for a plan of subdivision. Because the major revision application adds the Padfield land, a public meeting is required for this portion.

Under the Wellington County Official Plan the subject land is designated Residential.

The lower portion of the subject land was zoned Residential (R1B), which permits single detached dwellings. This area was rezoned earlier in May, 2014, from R1B to R2, which permits from 1 to 4 units. The upper portion (former Padfield land) is also zoned Residential (R2).

The public meeting is a requirement of the Planning Act. There were no concerns expressed during the rezoning process for the same subject lands earlier in 2014.

The Padfield portion is considered "Greenfield" development and as per Section 4.4.4 (b) (i) of the Official Plan, a development density of 6.5 units per gross acres is required. The County will be asking the owner to provide a multi-residential component (e.g. townhouses, semi-detached) somewhere in the development, either on the Padfield or Reeves portion.

Further refinements may also be needed for the storm water management area. Once this has been sorted out by the applicant's engineer to the Township's satisfaction, the Township can move forward with supporting the major revisions to draft plan of subdivision 23T-79087.



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3. Review of Correspondence received by the Township:
  - Jennifer Prenger, Planning Technician, SVCA
    - Proposal Acceptable.
  - Emily Bumbaco, Planning Department, Upper Grand District School Board
    - No objections, subject to conditions

4. Mayor opens floor for any questions/comments.

None.

5. Comments/questions from Council.

None.

### **Owner/Applicant: Stephen Hummel**

**THE SUBJECT PROPERTY** is described as Part Lot 9, Ellis Survey, RP 60R-1202 – Part 3, with a civic address of 320 Cork Street, former Town of Mount Forest, Township of Wellington North. The property is approximately 0.325 acres (14,136 sq. ft.).

**THE PURPOSE** of the proposed **Official Plan Amendment** (File No. OP-2014-04) is to redesignate the property from Highway Commercial to Residential. This will have the effect of permitting residential development on the vacant subject land. Schedule A6-1 – Mount Forest is to be revised.

**THE PURPOSE** of the proposed **Zoning By-law Amendment** is to rezone the subject property from Highway Commercial (C2) zoning to Residential (R2), which would allow for up to 4 dwelling units on the property, provided zoning regulations could be complied with.

# TOWNSHIP OF WELLINGTON NORTH

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#### **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.

6. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on July 17, 2014.

7. Presentations by:

Mark Van Patter, Township Planner reviewed his comments dated July 30, 2014.

Mr. Van Patter provided a Comprehensive Review that is required when dealing with the conversion of employment lands. In his opinion the loss of such a small property (0.325 acres) that does not front on Queen Street will have no impact on the overall inventory of Highway Commercial lands in Mount Forest. Mr. Van Patter felt that the Official Plan amendment can be approved now. If Council is in support, then I would ask that a resolution be passed in favor of the OPA, and that this be forwarded to the County. An Engineer's Report should be provided by the owner to deal with drainage / storm water management prior to zoning approval. Once the County has adopted the OPA and a satisfactory Engineer's Report has been provided, Wellington North Council can approve the Zoning By-law amendment.

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The subject property is described as Part Lot 9, Ellis Survey, RP 60R-1202 – Part 3, with a civic address of 320 Cork Street, former Town of Mount Forest, Township of Wellington North. The property is approximately 0.325 acres (14,136 sq. ft.).

The purpose of the proposed Official Plan Amendment (File No. OP-2014-04) is to redesignate the property from Highway Commercial to Residential. This will have the effect of permitting residential development on the vacant subject land. The purpose of the proposed Zoning By-law Amendment is to rezone the subject property from Highway Commercial (C2) to Residential (R2), which would allow for up to 4 dwelling units on the property, provided yard setbacks can be met.

Both the Places to Grow (PTG) and the Provincial Policy Statement (PPS) policy documents state that municipalities are to protect ‘Employment Areas’, which includes Highway Commercial. Both require a comprehensive review, where a municipality is considering the conversion of lands within employment areas to other uses.

The subject land is designated Highway Commercial in the Wellington County Official Plan. Section 4.2.2 of the Plan requires a comprehensive review where employment lands (industrial and highway commercial), are being considered for conversion. It can be seen that the subject land is at the boundary of the Highway Commercial and Residential designations.

The Zoning of the subject property follows the Official Plan; the lot is zoned Highway Commercial (C2). Lands east and south of the subject property are all zoned Residential (R2).

At the time of writing, the only comments the County had been received are as follows:

SVCA Area subject to high groundwater and potential ponding. Drainage feature is not considered to be a watercourse. Recommending that engineer’s report be provided to address drainage issues. Recommending that holding zone be applied. (July 24).

Upper Grand School Bd.

No objections as long as development charge paid prior to building permit (July 22)

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#### Planning Considerations for Official Plan Amendment

a) **Loss of Employment Lands - Comprehensive Review**

The proposed severance is within an Employment Lands area, designated Highway Commercial in the Official Plan, that runs along the frontage of Queen Street to the west.

The main issue with this application is whether the conversion of the proposed severance will compromise:

- Mount Forest's overall inventory of Highway Commercial land, or
- This specific Highway Commercial node along Queen Street

In the 2014 PPS, it notes under the definition for 'Comprehensive Review' that "...the level of detail of the assessment should correspond with the complexity and scale of the ... development proposal." I would characterize the current applications to be a fairly minor development proposal. The following Comprehensive Review is based on Section 4.2.2 of the Official Plan, which requires consideration of the following:

- a) there is a need for the conversion;

Comment:

*There is the personal need of applicant's to develop the building lot.*

- b) the municipality will meet its employment forecast allocation;

Comment:

*Mount Forest has excess industrial employment lands for the planning period located to the north of town, east of Hwy. 6. There is also considerable land designated Highway Commercial to the west on Queen Street. New Highway Commercial lands are being added to Mt. Forest south of the river and part of the Avila development.*

# TOWNSHIP OF WELLINGTON NORTH

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- c) conversion will not adversely affect the overall viability of employment area ...

Comment:

*The subject property fronts on Cork Street, not Queen Street. The abutting property to the north on Queen Street was recently re-developed. The subject property is on the Highway Commercial / Residential boundary. There remains a large amount of Highway Commercial land to the west that is undeveloped. In my opinion, the current Official Plan amendment will have a negligible impact on the employment area.*

- d) there is existing/planned infrastructure to accommodate the proposed conversion;

Comment:

*Wellington North's public works should provide comments in terms of available municipal water and sewage services.*

- e) the lands are not required over the long term for the employment purposes ...

Comment:

*I have discussed this proposal with Dale Small, Wellington North's Economic Development Officer. It's my understanding that he has no concerns with conversion of this property and considers it to be minor.*

- f) cross-jurisdictional issues, if any, have been considered.

Comment:

*Not applicable.*

b) **Stormwater Management / Drainage**

South of the subject property, a drain crosses over 340 Cork Street, running from east to west. The applicant owns 330, 340 and 350 Cork Street as well, and recently reconfigured the lots, with consent from the Wellington County Land Division Committee. Condition No. 8 of the consent file B8/14, requires the owner to address the issue of drainage via an approved Engineer's Report to the satisfaction of the SVCA.

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The SVCA is recommending that an Engineer's Report be provided and that holding be placed on the zoning. If a satisfactory Engineer's Report is provided first, then holding will be unnecessary. The by-law cannot be approved anyway, until September 25, the earliest time County Council can adopt the OPA. I have no concerns with the OPA being approved now.

#### Draft Zoning By-law Amendment

A draft zoning amendment was included with the Planner's comments. The draft places the property in the Residential (R2) zone. The R2 zone permits up to 4 residential units, as long as lot area, lot frontage and yard setbacks can be complied with.

8. Review of Correspondence received by the Township:
  - Nancy M. Marshall, Canada Post
    - No objection
  - Emily Bumbaco, Upper Grand District School Board
    - No objection
  - Erik Downing, Manager, Environmental Planning & Regulations, SVCA
    - Recommends a holding provision via the zoning by-law amendment.
9. The by-law will be considered at a future regular council meeting following the public meeting. Persons wishing notice of the passing of the By-law must submit a written request.
10. Mayor opens floor for any questions/comments.

The Applicant was present to answer questions regarding the application.

Charles Rachar, 575 Waterloo St. stated that he wants to ensure drainage for ditch is proper so it does not affect his property.

Bruce Fulcher, Applicant's Agent, commented that this lot does not border on drainage ditch.

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## PUBLIC MEETING - MINUTES

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11. Comments/questions from Council.

None.

### **Owner/Applicant: James and Selema Martin**

The property subject to the proposed amendment is described as Lot 9, Concession 12, Geographic Township of Arthur, with a municipal address of 6816 Sideroad 4. The property is 52 hectares (130 acres) in size.

The Purpose and Effect of the Application is to rezone a portion of the subject property to permit a saw mill in a building of approximately 2,240 square feet. In addition, the applicant would also like to expand a home industry that fabricates wooden pallets. The shop area is proposed to be 2,880 square feet, with another 1,280 square feet for lumber and pallet storage.

Please note – Section 34 (12) of the Planning Act.

(12) Information. – At a meeting under subsection (12), the council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the council with oral submissions at a public meeting or written submissions before a By-law is passed.

12. Notice for this public meeting was sent to property owners within 120 m and required agencies and posted on the property on July 17, 2014.

# TOWNSHIP OF WELLINGTON NORTH

## PUBLIC MEETING - MINUTES

Monday, August 11, 2014

### Page Eleven

13. Presentations by:

Mark Van Patter, Township Planner reviewed his comments dated July 30, 2014.

The applicants are proposing a 6,400 sq. ft. building for a sawmill, pallet making shop and material storage area. Mr. Van Patter recommended the Wellington North Council could support the application, provided noise impacts on the neighbouring dwelling to the south are acceptable. In Mr. Van Patter's opinion, the building should be located outside of the 400 foot setback from a dwelling, as specified in the zoning by-law and also recommended that the southern portion of the building be sound-proofed.

The property subject to the proposed amendment is described as Lot 9, Concession 12, Geographic Township of Arthur, with a municipal address of 6816 Sideroad 4. The property is 52 hectares (130 acres) in size.

The purpose and effect of the application is to rezone the subject property to permit a saw mill of approximately 2,240 square feet. In addition, the applicant would also like to expand a home industry that fabricates wooden pallets. The shop area is proposed to be 2,880 square feet, with another 1,280 square feet for lumber and pallet storage.

Section 2.3.3.1 of the Provincial Policy Statement (PPS) permits "on-farm diversified uses" and "agriculture-related uses" in a Prime Agricultural areas. [New PPS policies came into effect April 30, 2014]

*On-farm Diversified Uses "means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, **home industries**, agri-tourism uses, and uses that produce value-added agricultural products."*

*Agriculture-Relate Uses means "means those farm-related commercial and **farm-related industrial uses** that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity."*



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The subject property is designated PRIME AGRICULTURAL in the Wellington County Official Plan. Sections 6.4.3 (b) and (c), and Sections 6.4.4 and 6.4.5 of the Plan provide consideration for secondary uses and agriculture-related uses. The intention is to allow businesses which supplement farm income or provide services in agricultural areas. The Official Plan as well as the Provincial Policy Statement direct larger industrial and commercial uses to Hamlets or Urban Centres.

The subject property is zoned mainly Agricultural (A) at the west end of the farm where the uses are proposed.

### PLANNING CONSIDERATIONS

#### Proposed Building

A new building is proposed on the right side of the farm late, and before the barn. The sawmill is to be located at the rear of the building (northmost). The shop area making the pallets is in the middle and the lumber and finished pallet storage area is closest to the road (southernmost).

Sawmill	28 X 80 ft.	2,240 sq. ft.
Shop Area	40 X 72 ft.	2,880 sq. ft.
Storage	32 X 40 ft.	<u>1,280 sq. ft.</u> 6,400 sq. ft.

The front yard setback provided in the application appears to be inconsistent. One of the sketches shows the building to be setback 100 yards (300 ft.) from the front property line. The building is 132 feet long. When I calculate 432 from the front property line using the air photo, I get the north end of the building going to the manure yard. The applicant should recheck his measurements.

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#### Proposed Sawmill

The sawmill component could be considered an Agriculture-related Industrial Use. Logs originate from forests on farms in rural areas. There are no regulations present in the zoning by-law to control the scale of such uses. Generally agriculture-related uses can be larger than a home industry use. It is my understanding that the owner wishes to use the sawmill to make pallet lumber as well as to do custom work. The sawmill is part of the building cluster and should not have an impact on agriculture. I don't have a problem with a sawmill as long as it is compatible with neighbouring land uses.

#### Proposed Expansion to Home Industry

The other part of the operation, pallet making, I would consider a home industry. Section 6.14 of the By-law contains regulations for Home Industries.

Section 6.14 (d) of the by-law states that the Ground Floor Area can be no larger than 2,000 sq. ft. The application is for a shop of 2,880 square feet and an area for lumber / finished pallet storage of 1,280 square feet – for a total of 4,160 sq. ft. While this is approximately twice the floor area allowed in the by-law, almost half is for storage. In addition, woodworking shops do require larger areas to accommodate large machines and long boards in order to have a safe workplace.

Section 6.14 (e) of the by-law limits the number of employees to 2 person who do not reside on the property. It's my understanding that Mr. Martin will meet this requirement.

Section 6.14 (f) requires a home industry to be set back at least 400 feet from a dwelling on a neighbouring property. I am concerned that the application as proposed appears not meet this requirement. I have shown the 400 foot setback on the air photo below. The owner should consider relocating or reorienting the building to meet this setback.

#### Potential Noise Impacts

I do have some concerns with potential noise impacts from nail guns and the sawmill. However, I would note that the sawmill portion is at the north end of the building. The storage portion of the building would provide some buffering for the house to the south. I am recommending that sound proofing should be required as part of the building construction. In my opinion, the 400 foot setback in the by-law should be respected in this situation.

/14

# TOWNSHIP OF WELLINGTON NORTH

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### Page Fourteen

#### **DRAFT ZONING BY-LAW**

A draft zoning by-law was attached. It is based on Mr. Martin being able to meet the 400 foot setback. I have added requirements that sound proofing be used in the southern portion of the building.

14. Review of Correspondence received by the Township:

- Valerie Lamont, Environmental Planning Technician (Acting), SVCA
  - No objection.
- Brandi Walter, Environmental Planner/Regulations Technician, MVCA
  - No objection.
- Stacey Pennington, Clerical Assistant, Water Source Protection and Building Assistant, Town of Minto
  - No objection.

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

16. Mayor opens floor for any questions/comments.

James Martin, applicant, was present to answer any questions regarding the application.

Charles Lawlor, 9290 Concession 11, owns property that abuts the subject property. Mr. Lawlor inquired how the sawmill would be powered. He is concerned about noise if a diesel generator is required. There is no power along the road.

David Lyons, neighbouring property owner, explained that the hydro comes off of Wellington Road 6 and across a field.

Mr. Martin provided that they will use hydro where applicable. A diesel engine may be used if the hydro service isn't enough to power the sawmill. It will be within the building cluster.

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**TOWNSHIP OF WELLINGTON NORTH**

**PUBLIC MEETING - MINUTES**

**Monday, August 11, 2014**

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17. Comments/questions from Council.

None

18. Adjournment 7:36 p.m.

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**C.A.O./CLERK**

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**MAYOR**

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

**REGULAR MEETING OF COUNCIL**

**Monday, August 11, 2014**

**Following Public Meeting (7:37 p.m.)**

**Members Present:**

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

**Also Present: Chief Administrative Officer/Clerk: Michael Givens  
Deputy Clerk: Catherine More  
Executive Assistant: Cathy Conrad  
Acting Fire Chief: Dave Guilbault  
Treasurer: Paul Dowber  
Chief Building Official: Darren Jones  
Business Economic Manager: Dale Small**

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 Yake  
Seconded by: Councillor Lennox**

*THAT the Agenda and the Supplementary Agenda for the August 11, 2014 Regular Meeting of Council be accepted and passed with the deletion of:*

**BY-LAWS**

9. *67-14 Being a by-law to amend Zoning By-law Number 66-01 for the Township of Wellington North (Part Lot 9, Ellis Survey, RP 60R1202 – Part 3, 320 Cork Street, former Town of Mount Forest, Township of Wellington North – Stephen Hummel)*

**Resolution Number: 1**

**Carried**

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

None.

E. **MINUTES**

1. Regular Meeting of Council, July 14, 2014

**Moved by: Councillor Lennox**

**Seconded by: Councillor Yake**

*THAT the minutes of the Regular Meeting of Council held on July 14, 2014 be adopted as circulated.*

**Resolution Number: 2**

**Carried**

F. **BUSINESS ARISING FROM MINUTES**

None.

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

1. Mary Schmidt, Arthur Chamber of Commerce  
Faye Craig, Arthur Historical Society  
Re: Community Improvement Program

Mary Schmidt and Faye Craig thanked Council for their support and approval for the planters for the Village of Arthur. Lafarge donated the cement to make the planters and All Treat donated the earth for them. The planters will be removed for the winter to make snow removal easier. Part of the money they received was used to purchase 25 Canadian flag banners for the main street area

A mural is being proposed for the cenotaph. The Historical Society has chosen muralist Cliff Smith to paint the mural. Council approval is requested prior to moving forward with this project.

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

1. Wellington North Fire Service
  - Communiqué, #008, Thursday, July 17, 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 #008 dated July 17, 2014.*

**Resolution Number: 3** **Carried**

2. Report from Darren Jones, Chief Building Official
  - Building Permit Monthly Review Period Ending June 30, 2014

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

*THAT the Council of the Corporation of the Township of Wellington North receive the Building Permit Monthly Review for the period ending June 30, 2014.*

**Resolution Number: 4** **Carried**

3. Public Works Committee
  - Minutes, July 15, 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 Public Works Committee meeting held on July 15, 2014.*

**Resolution Number: 5** **Carried**

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

3. Public Works Committee  
- Minutes, July 15, 2014 (continued)

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North direct staff to engage Grand River Conservation Authority in their Wastewater Treatment Plant Performance Review Program;*

*AND FURTHER THAT Council authorizes staff to enter into a rental agreement for a flow monitor to be installed at the headworks of the Arthur Waste Water Treatment Plant to accurately determine daily flows;*

*AND FURTHER THAT Council directs staff to contact Ministry of the Environment staff to request guidance on how to ensure the validity of the current Environmental Assessment process;*

*AND FURTHER THAT Council accepts that the Arthur Wastewater Environmental Assessment should not proceed further until accurate average daily flow data can be compiled and the Wastewater Optimization Program is complete, as recommended by the Public Works Committee.*

Resolution Number: 6

Carried



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

3. Public Works Committee  
- Minutes, July 15, 2014 (continued)

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

*THAT the Council of the Corporation of the Township of Wellington North award the Bridge 6 Replacement Tender to Xterra Construction Inc. at a total cost of \$574,363.36 (13% HST included) and that the funds required beyond the budgeted amount come from the Roads Infrastructure Reserve, as recommended by the Public Works Committee.*

**Resolution Number: 7**

**Carried**

4. Administration and Finance Committee  
- Minutes, July 28, 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 July 28, 2014.*

**Resolution Number: 8**

**Carried**

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

4. Administration and Finance Committee  
- Minutes, July 28, 2014 (continued)

Moved by: Councillor Yake  
Seconded by: Councillor Lennox

*THAT the Council of the Corporation of the Township of Wellington North approve the Return to Work Policy, as recommended by the Administration and Finance Committee;*

*AND FURTHER THAT once approved the Return to Work Policy be included as part of the Township of Wellington North Employee Occupational Health and Safety Policy.*

Resolution Number: 9 Carried

Moved by: Councillor Lennox  
Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North adopt the new Municipal Funding Agreement for the Federal Gas Tax Funds By-law;*

*AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the new Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds, as recommended by the Administration and Finance Committee.*

Resolution Number: 10 Carried

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

5. Report from Dale Small, Business Economic Manager  
- Community Improvement Program

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 August 11, 2014 with regard 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 the Print One building at 112 Main Street North, Mount Forest;*

*AND FURTHER THAT the Council of the Township of Wellington North approve an interest free loan of \$2,500 under the Façade Improvement Loan Program to be provided upon completion of the proposed improvements to the Print One building at 112 Main Street North, Mount Forest, to be paid back over 5 years;*

*AND FURTHER THAT the Council of the Township of Wellington North approve a one-time grant up to \$2,500 under the Public Arts Grant Program to the Arthur Historical Society for the completion of a mural at the Arthur Cenotaph;*

*AND FURTHER THAT the Council of the Township of Wellington North, as owners of the Arthur Cenotaph lands, support and provide permission to the Arthur Historical Society to erect the mural on the land of the Arthur Cenotaph.*

Resolution Number: 11

Carried

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

6. Report from Paul Dowber, Treasurer  
- Treasurer's Report TR2014-07, Tower Site License Agreement  
Renewal

**Moved by:** Councillor Lennox

**Seconded by:** Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Treasurer's Report TR2014-07 regarding Tower Site License Agreement Renewal;*

*AND FURTHER THAT the Council of the Corporation of the Township of Wellington North adopt the amended Tower Site License Agreement renewal;*

*AND FURTHER THAT Council authorize the Mayor and CAO/Clerk to sign the Tower Site License Agreement renewal.*

**Resolution Number: 12**

**Carried**

7. Report from Paul Dowber, Treasurer  
- Treasurer's Report TR2014-08, Award of Tender WN2014-03 for One  
(1) Backhoe/Loader

**Moved by:** Councillor Lennox

**Seconded by:** Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Treasurer's Report TR2014-08 regarding Tender WN2014-03;*

*AND FURTHER THAT the Council of the Township of Wellington North award Tender WN2014-03 to Nortrax at a cost of \$100,239.71;*

*AND FURTHER THAT the \$239.71 difference between purchase price and budget come from the Equipment Reserve.*

**Resolution Number: 13**

**Carried**

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

8. Report from Michael Givens, CAO/Clerk  
- CAO 2014-19 Wellington North Accommodation Review

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North receive for information CAO Report 2014-19 regarding the Wellington North Accommodation Review;*

*AND FURTHER THAT Council support Option 1, retaining the Status Quo, as the preferred option for Arthur Public School, Victoria Cross Public School and Kenilworth Public School.*

Resolution Number: 14

Carried

I. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION

1. Wesley Haramule, Post Time Pub & Grill  
Re: Temporary Liquor License Extension for Buzz & Tom's Charity Fundraiser in support of Groves Memorial Hospital

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North have no objection to Post Time Pub & Grill, Inc., 257 George St., Arthur, applying for a temporary license extension to the Alcohol and Gaming Commission of Ontario for Saturday, August 23, 2014 between the hours of 11:00 a.m. and 6:00 p.m. for the annual Buzz and Tom's charity fundraiser.*

Resolution Number: 15

Carried

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I. CORRESPONDENCE FOR COUNCIL'S INFORMATION AND DIRECTION (continued)

2. The Regional Municipality of Halton  
Re: Protection of Public Participation Act, 2014 (Bill 83)

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT the Council of the Corporation of the Township of Wellington North support the resolution of the Region of Halton regarding the Protection of Public Participation Act, 2014 (Bill 83).*

Resolution Number: 16

Carried

J. BY-LAWS

1. 59-14 Being a by-law to amend By-law Number 500-05, a by-law to regulate parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North.

Moved by: Councillor Burke  
Seconded by: Councillor Goetz

*THAT By-law Number 59-14 being a by-law to amend By-law Number 5000-05, a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Township of Wellington North be read a First, Second and Third time and finally passed. (south side of York Street between Parkside Drive to Peel Street, Mount Forest)*

Resolution Number: 17

Carried

**THE CORPORATION OF THE  
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J. **BY-LAWS** (continued)

2. 60-14 Being a by-law restricting the weight of vehicles passing over bridges

**Moved by:** Councillor Burke

**Seconded by:** Councillor Goetz

*THAT By-law Number 60-14 being a by-law restricting the weight of vehicles passing over bridges be read a First, Second and Third time and finally passed. (Structure No. 21, Sideroad 8 East)*

**Resolution Number: 18**

**Carried**

3. 61-14 Being a by-law to authorize the execution of an Amending Agreement between the Association of Municipalities of Ontario and the Corporation of The Township of Wellington North. (Canada-Ontario-AMO-Toronto Agreement for the Transfer of Federal Gas Tax Revenue under Keeping Canada's Economy and Jobs Growing Act)

**Moved by:** Councillor Burke

**Seconded by:** Councillor Goetz

*THAT By-law Number 61-14 being a by-law to authorize the execution of an Amending Agreement between the Association of Municipalities of Ontario and the Corporation of The Township of Wellington North be read a First, Second and Third time and finally passed. (Canada-Ontario-AMO-Toronto Agreement for the Transfer of Federal Gas Tax Revenue under Keeping Canada's Economy and Jobs Growing Act)*

**Resolution Number: 19**

**Carried**

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J. BY-LAWS (continued)

4. 62-14 Being a by-law to delegate certain authority to the Chief Administrative Officer/Clerk during an election period

Moved by: Councillor Burke

Seconded by: Councillor Goetz

*THAT By-law Number 62-14 being a by-law to delegate certain authority to the Chief Administrative Officer/Clerk during an election period be read a First, Second and Third time and finally passed.*

**Resolution Number: 20**

**Carried**

5. 63-14 Being a by-law for governing the calling, place and proceedings of meetings of Council and its Committees

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT By-law Number 63-14 being a by-law for governing the calling, place and proceedings of meetings of Council and its Committees be read a First, Second and Third time and finally passed.*

**Resolution Number: 21**

**Carried**



**THE CORPORATION OF THE  
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J. **BY-LAWS** (continued)

6. 64-14 Being a by-law to authorize the execution of a Site Plan Agreement (Part Park Lot 5, South Side Smith Street, Crown Survey Village of Arthur, Part 1 on Deposited Plan 60R1496, 2381997 Ontario Inc.)

**Moved by: Councillor Goetz**

**Seconded by: Councillor Burke**

*THAT By-law Number 64-14 being a by-law to authorize the execution of a Site Plan Agreement be read a First, Second and Third time and finally passed. (Part Park Lot 5, South Side Smith Street, Crown Survey Village of Arthur, Part 1 on Deposited Plan 60R1496, 2381997 Ontario Inc.)*

**Resolution Number: 22**

**Carried**

7. 65-14 Being a by-law to authorize a Tower Site Licence Agreement between the Corporation of the Township of Wellington North and Packet-Tel Corp. (Packet Works)

**Moved by: Councillor Goetz**

**Seconded by: Councillor Burke**

*THAT By-law Number 65-14 being a by-law to authorize a Tower Site Licence Agreement between the Corporation of the Township of Wellington North and Packet-Tel Corp. (Packet Works) be read a First, Second and Third time and finally passed.*

**Resolution Number: 23**

**Carried**

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J. **BY-LAWS** (continued)

8. 66-14 Being a by-law to amend Zoning By-law Number 66-01 for the Township of Wellington North (Lot 9, Concession 12, Geographic Township of Arthur, 6815 Sideroad 4 – James and Selema Martin)

**Moved by: Councillor Goetz**

**Seconded by: Councillor Burke**

**THAT By-law Number 66-14 being a by-law to amend Zoning By-law Number 66-01 for the Township of Wellington North be read a First, Second and Third time and finally passed. (Lot 9, Concession 12, Geographic Township of Arthur, 6815 Sideroad 4 – James and Selema Martin)**

**Resolution Number: 24**

**Carried**

K. **OTHER/NEW BUSINESS**

None

L. **ITEMS FOR COUNCIL'S INFORMATION**

Cheque Distribution Report dated August 7, 2014

AMO Watchfile

- July 17, 2014
- July 24, 2014
- July 31, 2014
- August 7, 2014

Grand River Conservation Authority

- Minutes, General Membership Meeting, June 27, 2014

Randy Pettapiece, MPP, Perth-Wellington

- News Release, Pettapiece: Liberal budget still fails the people of Perth-Wellington

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**THE CORPORATION OF THE  
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L. **ITEMS FOR COUNCIL'S INFORMATION** (continued)

Grand Valley Wind Farm Inc.

- Notice of Proposed Change to Renewable Energy Project

M. **NOTICE OF MOTION**

None

N. **CULTURAL MOMENT**

**SOUTH LUTHER SCHOOL  
DOORS OPEN WELLINGTON NORTH PARTICIPATING SITE  
SATURDAY, SEPTEMBER 27<sup>TH</sup> 10AM- 4PM**

South Luther School is located at the corner of the Second Line of West Luther and the East-West Luther Townline. It was a union school which served the local community in both East and West Luther from 1882 until it was closed in 1964. In 1964, the local community took the building over as the South Luther Community Centre and used it for a variety of recreational purposes such as family reunions, celebrations and sporting events. The interior of the building continues to resemble a one room school house, complete with hardwood floors and blackboards.

In 2004, the building was closed due to the need of repairs. The Friends of South Luther School was then established and became incorporated in 2006, to act as a charitable organization to work to restore the school building, so that it could be used again as a community centre and place to share heritage. After receiving funding from the Ontario Trillium Foundation in 2010, renovations were made and the South Luther School was open once again.

On September 27<sup>th</sup>, come and explore the one-room schoolhouse as it would have looked during the First World War as part of Doors Open Wellington North. Both children and adults are invited to take part and experience some old-fashioned activities.

THE CORPORATION OF THE  
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O. ANNOUNCEMENTS

None

P. CLOSED MEETING SESSION

1. Labour relations or employee negotiations. (Section 239 (2) (d))
2. Confirmation of Closed Session Minutes
  - Regular Council Meeting, July 14, 2014
  - Administration and Finance Committee, July 28, 2014

Moved by: Councillor Goetz  
Seconded by: Councillor Burke

*THAT Council go into a meeting at 8:20 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*
- *confirmation of Closed Session Minutes*
  - *Regular Council Meeting, July 14, 2014*
  - *Administration and Finance Committee, July 28, 2014*

Resolution Number: 25

Carried

Moved by: Councillor Goetz  
Seconded by: Councillor Burke

*THAT Council rise from a closed meeting session at 8:49 p.m.*

Resolution Number: 26

Carried

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Q. CONFIRMING BY-LAW

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT By-law Number 67-14 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 August 11, 2014 be read a First, Second and Third time and finally passed.*

Resolution Number: 27

Carried

R. ADJOURNMENT

Moved by: Councillor Goetz

Seconded by: Councillor Burke

*THAT the Regular Council meeting of August 11, 2014 be adjourned at 8:51 p.m.*

Resolution Number: 28

Carried

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CLERK

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MAYOR

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

MOVED BY: \_\_\_\_\_ DATE: September 8, 2014

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

**THAT the Council of the Corporation of the Township of Wellington North support the Wellington County Official Plan Amendment Application dated May 22, 2014, File No. 2014-04, Stephen Hummel, to designate 0.325 acres from Highway Commercial to Residential.**

MAYOR \_\_\_\_\_

CARRIED

DEFEATED



## TOWNSHIP OF WELLINGTON NORTH

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### COUNCIL REPORT

**To:** Mayor Raymond Tout and Members of Wellington North Council  
**From:** Linda Dickson, MCIP, RPP, Emergency Manager/CEMC  
**Date:** August 11, 2014  
**Re:** Emergency Management Program Report for 2014

#### **Background**

The following outlines the municipality's requirements as set out in the Emergency Management and Civil Protection Act and how the municipality has fulfilled these requirements for 2014.

#### **Program Committee**

The Programme Committee met on April 11, 2014.

#### **Emergency Response Plan:**

Following the 2013 County wide exercise and the April and December Ice Storms in 2013, changes to the Emergency Response Plan were reviewed with the Emergency Management Program Committee. A report on the changes proposed to the Plan and a copy of the amending by-law are being presented to Council for review and adoption.

#### **Training:**

The following training sessions have been held or are being held in 2014.

1. Basic Emergency Management Course – April 16 and 17, November 6 and 7
2. Emergency Services Interoperability Training – June 12, 2014. A second training session may be held later this year.
3. IMS 100, 200 and EOC and IMS – October 14, 15 and 16

In 2015, a training and information session for Elected Officials will be hosted. Information regarding this session will be distributed early in 2015.



### COUNCIL REPORT

#### Exercises

The Township held its annual emergency management exercise on July 11, 2014.

The Scenario for the exercise involved a chemical explosion and a hazardous transportation incident within the urban centre of Arthur.

The objectives of the exercise were to re-enforce the basic components of the Incident Management System, test the evacuation procedures, traffic management and test the emergency operation centre procedures.

Some of the lessons learned from the exercise included the need for continued training both with the Incident Management System and its use in the Emergency Operation Centre, Emergency Information (media) training. Mapping was identified as a necessary tool and need to have better mapping tools available. The visual aspect of the situation is very important.

The Township will be conducting an Emergency Notification exercise later this year.

#### Critical Infrastructure

The Emergency Management and Civil Protection Act require municipalities to identify facilities and other elements of critical infrastructure that are at risk of being affected by emergencies. Staff reviews this list annually and updates as necessary.

Township water and waste water staff have participated in a County wide critical infrastructure working group for water and waste water. The group meets regularly about every 3 months and have discussed a variety of topics to ensure continuation of services during minor and major emergency events include shared joint training, exercise, mutual assistance agreements and the ONWARN system. The next meeting of the group is scheduled for September.

#### Public Education

The Theme for this year's public education program was "Be Better Prepared for Prolonged Power Outages". A number of public education events were held this year using the theme. The following is a list of the main public education initiatives held.

1. Emergency management information was made available at the Wellington County Libraries and municipal offices during Emergency Preparedness Week.
2. Draw for a generator and 2 weather radios were held throughout the County of Wellington's 14 Library Branches and each of the municipal offices.





## TOWNSHIP OF WELLINGTON NORTH

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### COUNCIL REPORT

3. The County page in the Wellington Advertiser regularly contains emergency public information.
4. An insert was included in the Wellington Advertiser during Emergency Preparedness Week (May 4-10) containing information to be prepared for various emergencies
5. Staff attended the Wellington North Show Case in March.

#### Further Enhancements:

1. **Interoperability** - Attached for information purposes is a status report on the Interoperability program for Wellington County. An interoperability Committee has been formed for the County and includes representatives from police, fire, EMS and Emergency Management. Overall, interoperability in the County is good but can be enhanced. On June 12, the Committee held an Emergency Services Interoperability Training session that was very well received by all participants. A second training session is being considered for later this year.
2. **Hazard Identification and Risk Assessment (HIRA)** – Under the Emergency Management and Civil Protection Act, every municipality is required to complete a Hazard Identification and Risk Assessment. A major review and assessment was completed in 2003 for the Township and has been annually reviewed by the Committee. Emergency Management Ontario developed a new HIRA tool for municipalities to use that includes a quantitative component. Given that the last major review was completed over 10 years ago, it was agreed that a new review and assessment should be undertaken. The HIRA for Wellington North was reviewed, updated and presented to the Emergency Management Program Committee at the April meeting. There were no major changes to the significant hazard risks. Tornados, hazardous materials incidents, explosion and fires, and snowstorms/blizzards rated high on the revised assessment tool. A noteworthy change is that transportation emergencies rated high through the reassessment.
3. **Planning for Extreme Heat Events** – Extreme heat events are currently rated as a moderate risk for the Township. Environment Canada has indicated that temperatures for the month of July could be higher than normal. Environment Canada has also revised their heat forecasting terminology and will be using watches and warnings as they do for all other weather events. A heat warning for Ontario will be issued when the “temperatures is expected to reach 30°C or more and the humidex value is expected to reach 40°C or more; or the temperature is 40°C or more”.

Public Health will be focusing their efforts on the health risks from prolonged extreme heat events where the risks to the general public may be increased. Public Health is



## TOWNSHIP OF WELLINGTON NORTH

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### COUNCIL REPORT

currently focusing on preparedness information and issued a “**Summer’s Here – Be Prepared for Heat with a Plan**” media release on June 19, 2014. Public Health will consult with Environment Canada with respect to the risk for prolonged extreme heat events and will consult with municipalities and CEMCs to determine the need for a municipal response to the event. In the past we were reacting to every heat advisory and determining the need for cooling centres and or extended hours of operations for public facilities. The proposed plan is more strategic in its focus, looking at the heat events that may cause the greatest health risk over a prolonged period of time. Public Health is also focusing efforts on public education in order to create a more heat resilient community. The Plan has just been finalized by Public Health and we will be discussing with staff over the next few weeks.

4. **Strategic Planning:** Based upon several of the debriefs for both the April and the December Emergency Ice Storms, a meeting will be arranged with all of the municipalities to discuss appropriate municipal policies and procedures particularly when responding to emergencies that affect most or all of the municipalities in Wellington. Items to be discussed may include topics such as external communications, warming centres/shelters, cooling centres, etc.

#### **Recommendation:**

**THAT** Council for the Township of Wellington North accepts the annual emergency management report, and further **THAT** this report serves as the annual review of the Township’s Emergency Management Program for 2014.

Respectfully submitted

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

Linda Dickson, MCIP, RPP  
Emergency Manager



## TOWNSHIP OF WELLINGTON NORTH

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### COUNCIL REPORT

**To:** Mayor Raymond Tout and Members of Wellington North Council  
**From:** Linda Dickson, Emergency Manager/CEMC  
**Date:** Thursday, July 2, 2014  
**Subject:** Interoperability Study Update

#### Interoperability Vision

That “public agencies in Guelph and Wellington will communicate and exchange information across disciplines and jurisdictions on demand, in real time, when needed and as authorized.”

#### Background:

Municipal emergencies or disasters require a coordinated response among emergency response agencies including the coordination of emergency communication systems. For the most part, for simple incidents, emergency services depend upon their own standalone radio/communication systems. However, in certain situations, such as large complex municipal emergencies, the ability to communicate effectively and efficiently with each other is vital.

Coordinated, timely and effective communication is imperative to the success of any emergency response and critical to first responder safety and the safety of residents.<sup>1</sup>

The North American Interoperability Continuum provides a chart where at one extreme there is limited governance/leadership, planning and collaboration and minimal investment in the sustainability of systems through to complete interoperability in areas of governance, training and exercises, Standard Operating Procedures, technology and usage. Interoperability is more than technology and communications it is about planning, processes and people working together for a common goal.

There is a national strategy for Interoperability – The Communications Strategy for Canada, Ontario is finalizing an Interoperability Strategy, and the Guelph/Wellington Strategy has been completed.

<sup>1</sup>Communications Interoperability Strategy for Canada.



#### Interoperability Strategy for Guelph/Wellington

An ad hoc working group comprised of representatives from Guelph and Wellington was formed in 2010 to review and discuss opportunities for interoperability within existing communication networks and systems. Representatives from Emergency Management, Fire, OPP, Roads, IT and Guelph Wellington EMS were represented on the working group for Wellington County.

Funding opportunities were available and the City of Guelph on behalf of the group submitted an application to help finance the development of an Interoperability Strategic Plan for the City of Guelph and County of Wellington. The study has been completed and presented to the Steering Committee.

#### Study Recommendations

The “**Strategic Plan for Interoperability among First Responders**”<sup>1</sup> identified a few key recommendations including over the short term to take advantage of opportunities to make small scale technology adjustments in order to align existing telecommunications amongst agencies. For the long term, consider the formation of local governance groups within Guelph/Wellington to consider such things as acquisition procedures and priorities, common training programs and operating procedures for information sharing and communications.

#### Current Interoperability State in Wellington

The Steering Committee agrees that in some areas of the Interoperability Continuum there is good coordination and integration however there is room for improvement.

Moving towards interoperability some of the key areas where good interoperability exist are

1. Fire Training with the establishment of a County wide Fire Training Officer
2. Radio Communications in EOCs, Fire Stations and Public Works Departments; however more training and coordination is required.
3. Fire Departments moving towards an interoperability solution for the differing radio systems to be able to integrate for mutual aid incidents and major events.
4. Emergency Services training and exercises for simple local emergency incidents
5. Multi-agency exercises

<sup>1</sup> “User Centred Strategic Plan for Interoperability among First Responders during Emergency Operations in the City of Guelph and Surrounding Wellington County”



## TOWNSHIP OF WELLINGTON NORTH

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### COUNCIL REPORT

#### Next Steps for Wellington

It is agreed that there are opportunities to improve on governance, developing standard operating procedures, technology and how we communicate and understand each other daily.

A Steering Committee comprised of representatives from police, fire and emergency management has been formed to look at the report and to provide guidance on the implementation of the strategic plan. The Steering Committee has planned a Wellington Emergency Services Interoperability Training day for June 12, 2014 as a way of increasing our interoperability at simple to more complex emergency situations.

#### Recommendation:

THAT this report is submitted to Council for information purposes only.

Respectfully submitted,

A handwritten signature in cursive script that reads 'L. Dickson'.

Linda Dickson  
Emergency Manager/CEMC



## TOWNSHIP OF WELLINGTON NORTH

---

### Report to Council

**To:** Mayor Raymond Tout and members of Wellington North Council  
**From:** Linda Dickson, Emergency Manager/CEMC  
**Date:** August 11, 2014  
**Subject:** Emergency Response Plan Amendment Number 2.

#### Background:

Under the Emergency Management and Civil Protection Act, R.S.O., 1990, every municipality is required to have an Emergency Response Plan outlining policies and procedures for responding to large scale emergencies/disasters in their municipality. In 2010, the County of Wellington and the Member Municipalities adopted the current Emergency Response Plan. As a result of our County wide emergency management exercise in October 2013 and the response to the April and December Ice Storm, a review of the current policies of the Emergency Response Plan was undertaken.

The draft amendment was circulated and reviewed with each municipality's Emergency Management Program Committee. The following is a summary of the changes being proposed.

- i) Clarify the wording in the "Actions Taken Prior to a Declaration".
- ii) Update the current wording for "Joint Emergency Control Groups" and rename "Joint Command Advisory Team".
- iii) A number of revisions are proposed to the Incident Management System (IMS) policies. Some of the revisions include the addition of the Basic Incident Management System model, a revised Emergency Operation Centre Enhanced IMS Model, and add a definition for and outlining the role of the Command Advisory Team.
- iv) Add policies to provide for the appropriate use of Blackberry Messenger application during emergency response. This tool was used extensively and very effectively during the December Ice Storm response.
- v) Some housekeeping changes to the Evacuation Section of the Plan including the addition of some Incident Management System models for the running of Reception and Evacuation Centres in the County of Wellington.

#### Attachments:

Amendment Number 2 to the Emergency Response Plan is attached.



## TOWNSHIP OF WELLINGTON NORTH

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### Report to Council

#### **Recommendation:**

That Council supports the adoption of the Amendment Number 2 to the Emergency Response Plan for the County of Wellington and the Member Municipalities, and further that Council authorizes the passing of a by-law adopting the amendment to the Emergency Response Plan.

Respectfully submitted,

A handwritten signature in cursive script, which appears to read 'L. Dickson'.

Linda Dickson,  
Emergency Manager/CEMC

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

**Being a by-law to amend the Emergency Response Plan for the County of Wellington and  
Member Municipalities**

**WHEREAS**, the Township of Wellington North passed by-law 37-10 being a by-law to adopt an Emergency Response Plan for the County and member municipalities,

**AND WHEREAS**, Section 3 (6) of the Emergency Management and Civil Protection Act, R.S.O. 1990 as amended states that "every municipality shall review and, if necessary, revise its emergency plan every year",

**AND WHEREAS**, the Emergency Response Plan has been reviewed and it has been deemed necessary to revise certain sections of the plan in accordance with the Emergency Management and Civil Protection Act.

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

1. THAT the Amendment No. 2 to the Emergency Response Plan as set out in Schedule "A" attached, is hereby adopted.
2. THAT this by-law shall come into force and effect on the day of final passing thereof.

**READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.**

**READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.**

\_\_\_\_\_  
Mayor Raymond Tout

\_\_\_\_\_  
CAO/Clerk Michael Givens



**SCHEDULE "A"**  
**TO BY-LAW NUMBER**

**Amendment No. 2 to the Emergency Response Plan**

The Emergency Response Plan for the County of Wellington and Member Municipalities is to be amended as follows:

1. That Section 4.1 Actions prior to declaration is amended by deleting the section which reads

“When it appears that an emergency situation is imminent or has occurred but an emergency has not yet been declared, employees of the municipality may take such action that is not contrary to law, is within their mandate to take and as set out in this Emergency Response Plan in order to protect lives and property of the residents of the Municipality.”

**And replacing with the following:**

When it appears that an emergency situation is imminent or has occurred but an emergency has not yet been declared, **Council and/or** the employees of the **County or member** municipality may take such action necessary **to respond to the situation provided** such actions are not contrary to law **and such actions** are within their departments mandate to take and as set out in this Emergency Response Plan in order to protect lives and property of the residents of the Municipality.

2. That Section 4.2 Notification Procedures for Municipal Emergency Control Groups is retitled **Municipal Emergency Notification Procedures**, and further **that the sixth bullet is deleted and replaced with “CAO and alternate”** which only applies to the Town of Minto.
3. **Section 6 –Municipal Emergency Control Groups** is deleted in its entirety and replaced with the following.

“The Emergency Management and Civil Protection act Regulation 380/04 requires each municipality to establish a Municipal Emergency Control Group. Each municipality in the County has identified representatives to participate in the municipal emergency control group for the County and for each member municipality. The roles and responsibilities of the individual members of the Municipal Emergency Control Group are set out in Section 6.2

4. That Section 6.1 is renamed **Joint Command Advisory Team**. This section currently reads as follows:

In some emergency situations, and where considered appropriate, the County and member Municipal Emergency Control Group(s) may consult and decide to request that two or more Municipal Emergency Control Groups be formed into one joint Municipal Emergency Control Group. The establishment of a combined group will be known as a Joint Municipal Emergency Control Group. Given the degree and severity at which emergencies can strike, the decision to establish a Joint Municipal Emergency Control Group may be made after consideration of the items listed in Section 4.5. The decision to form a Joint Municipal Emergency Control Group shall be vested with the Head of Councils, the CAOs and the Community Emergency Coordinator based upon the advice and recommendation of each individual Municipal Emergency Control Group involved in the Emergency. Once a decision has been made to establish a joint Municipal Emergency Control Group, the Heads of Council, CAOs and CEMC shall be responsible for meeting to determine the appropriate composition of the Joint Municipal Emergency Control Group.

**Is deleted and replaced with the following:**

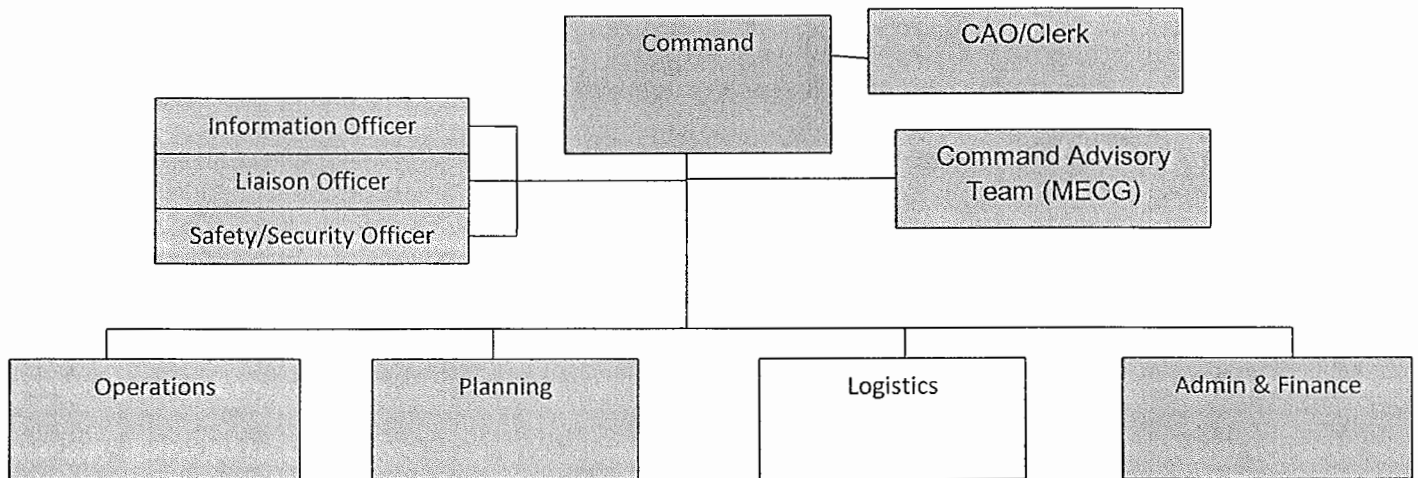
In some emergency situations, and where considered appropriate, the County and member Municipalities may consult and decide **that the formation of a joint Command Advisory Team is necessary and appropriate given the emergency situation (either declared in one or more municipalities or not declared)**. The decision to establish a joint **Command Advisory Team** may be made after consideration of the items listed in Section 4.5 of this Plan particularly when the emergency will affect three or more member municipalities such as a tornado, snow storm, ice storm, health emergency or foreign animal disease emergency. This decision shall be made in consultation with the Heads of Council, CAOs, Emergency Manager/CEMC and/or alternates of the affected municipalities. Once a decision has been made to establish a Joint Command Advisory Team, the Heads of Council, CAOs and Emergency Manager/CEMC may comprise the Team members and/or determine the appropriate team composition to respond to the emergency situation.

5. Section 7, subsection 7.1 - Emergency Operations Centre is amended by deleting the words **“and assumes command of the response as set out in this section.”**

6. That Section 7 is amended by deleting the paragraph and flow chart immediately following the words “7. Monitor plan- future meeting” and replaced it with the following new Section 7.5, Section 7.6 and 7.7 :

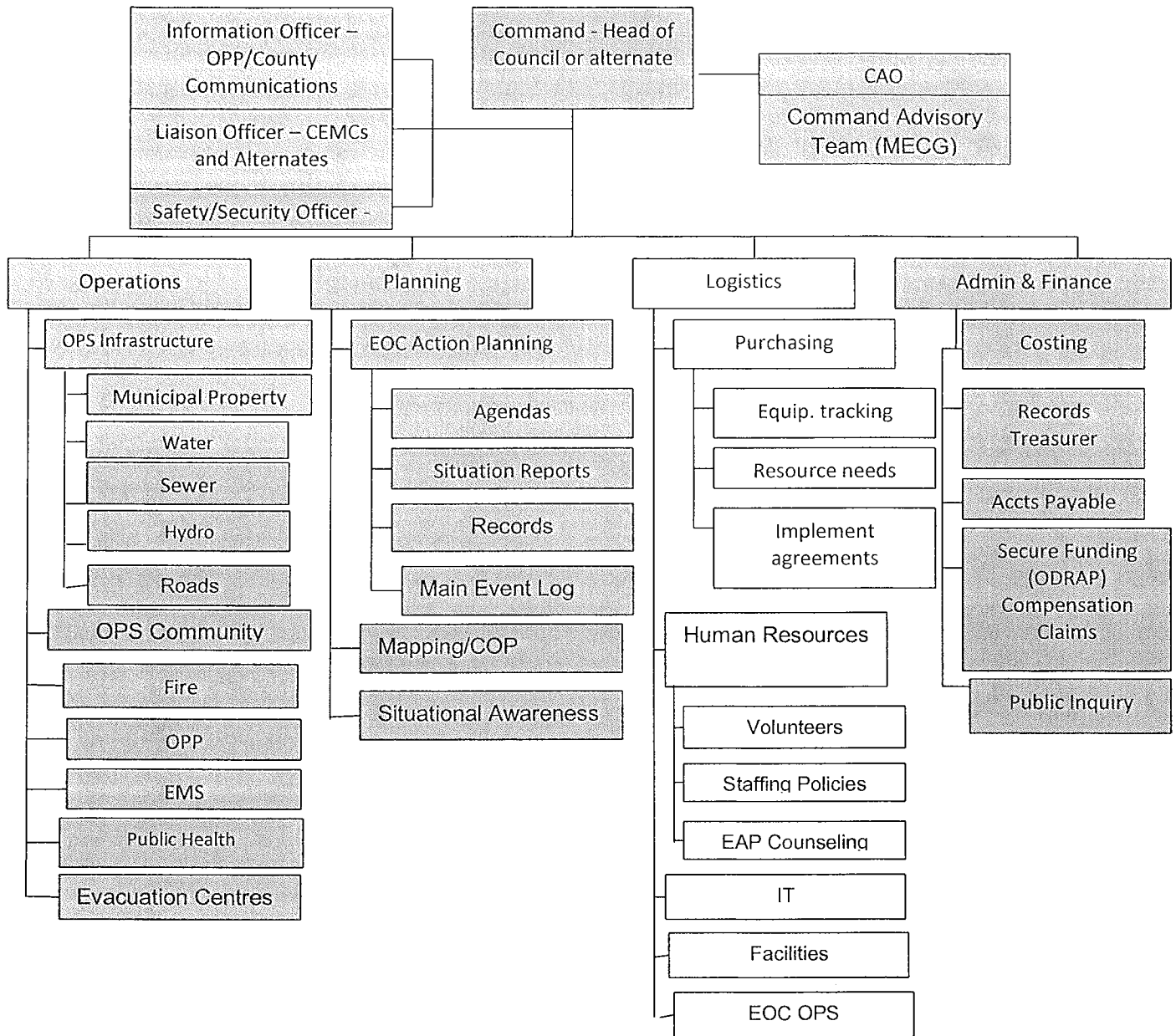
**“7.5 Incident Management System Flow Chart:**

The following diagram represents the basic Incident Management System Structure that may be used in an Emergency Operation Centre during simple to complex emergency situations. This model may be used with or without the declaration of an emergency. In this model, Command with advice and assistance from the CAO and the local Command Advisory Team (MECG) may make decisions with respect to a municipal emergency as permitted. Command in such situations may fill all of the roles shown in the flow chart or may appoint an individual to take on this role as required. In the Emergency Operation Centre, it is expected that the Head of Council and/or their alternates will fill the role of Command but may appoint an appropriate designate such as the CAO if necessary.



**“7.6 Enhanced Incident Management System Flow Chart**

The following diagram represents a sample of how the Incident Management System model in Section 7.5 may be expanded upon for use during complex, multi-jurisdictional municipal emergency situations over an extended period of time. It is expected that this model would be used during a municipal emergency declaration, and further, that there will be at least one individual to fill each responsibility identified in the chart either through municipal staff or through assistance from neighbouring municipalities and/or partner agencies.



### 7.7 Command Advisory Team (MECG)

During the activation of an Emergency Operation Centre, the Municipal Emergency Control Group under the Incident Management System may fulfill the role of a Command Advisory Team. The Command Advisory Team will provide high-level strategic and policy advice to the EOC Commander and to the Incident Management Team in the EOC. This group may be responsible for ensuring the provision and maintenance of essential services. This group may comprise representatives from a variety of agencies including police, fire, EMS, public works, municipal senior administration staff, public health, hydro,

Conservation Authorities, etc. The composition of the group will be at the discretion of Command and based upon the incident and the level of municipal response required. Individual, department and agency roles are set out in Section 6 – Emergency Roles and Responsibilities.

7. That Section 7 – EOC Command is amended by deleting the following sentences from the first paragraph **“Unified Command enables decisions to be made jointly by two or more jurisdictions that have legal responsibilities regarding an incident. The members of the Unified Command team are the designated representatives of the jurisdictions involved in the unified decision-making. In the case of Wellington County and its member municipalities Unified EOC Command will consist of the Municipal Emergency Control Group with the Heads of Council identified as the main spokespersons for Unified Command. The following is a list of the types of decisions that may be made by Unified Command in an Emergency Operation Centre:**

- **Provide advice to the Head of Council as to whether an emergency should be declared”,**

and replace with the following:

**“The following is a list of some of the decisions that may be made by Command in the EOC. These decisions may be made in consultation with the CAO and/or Command Advisory Team (MECG).”**

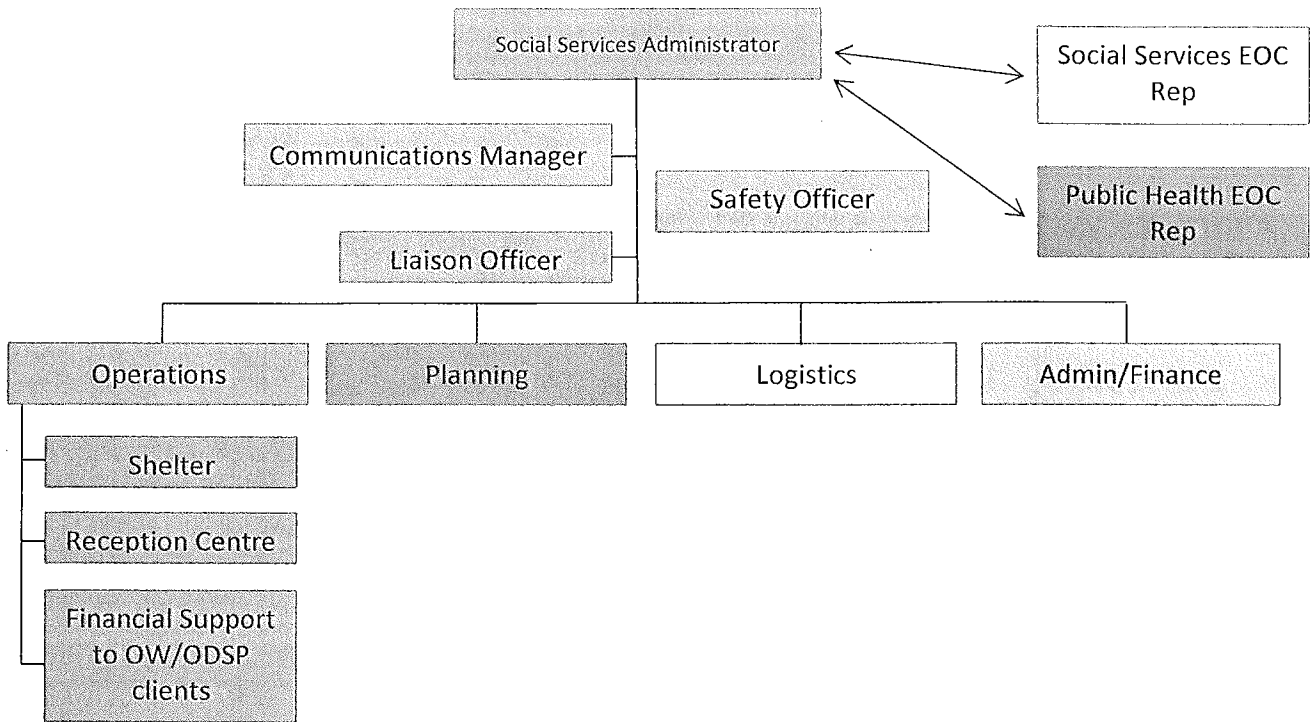
8. That Section 8.1 Telecommunications is amended by the addition of the following new paragraph.

**The use of Blackberry Messenger (BBM) chat groups may be used as a primary means of communication particularly when geography and/or weather conditions prohibit safe travel to an Emergency Operation Centre. A BBM group will be set up for each municipality in the County and should include at a minimum the following: Head of Council, CAO, Fire Chief, Public works, Treasurer, Communications, CEMC and their designated alternates where practical. The county wide BBM group may include representatives from other partner agencies and organizations as deemed necessary to provide advice and expertise to the emergency response situation. BBM conversations will form part of the legal record of the response activities and will be copied and saved for documentation purposes.**

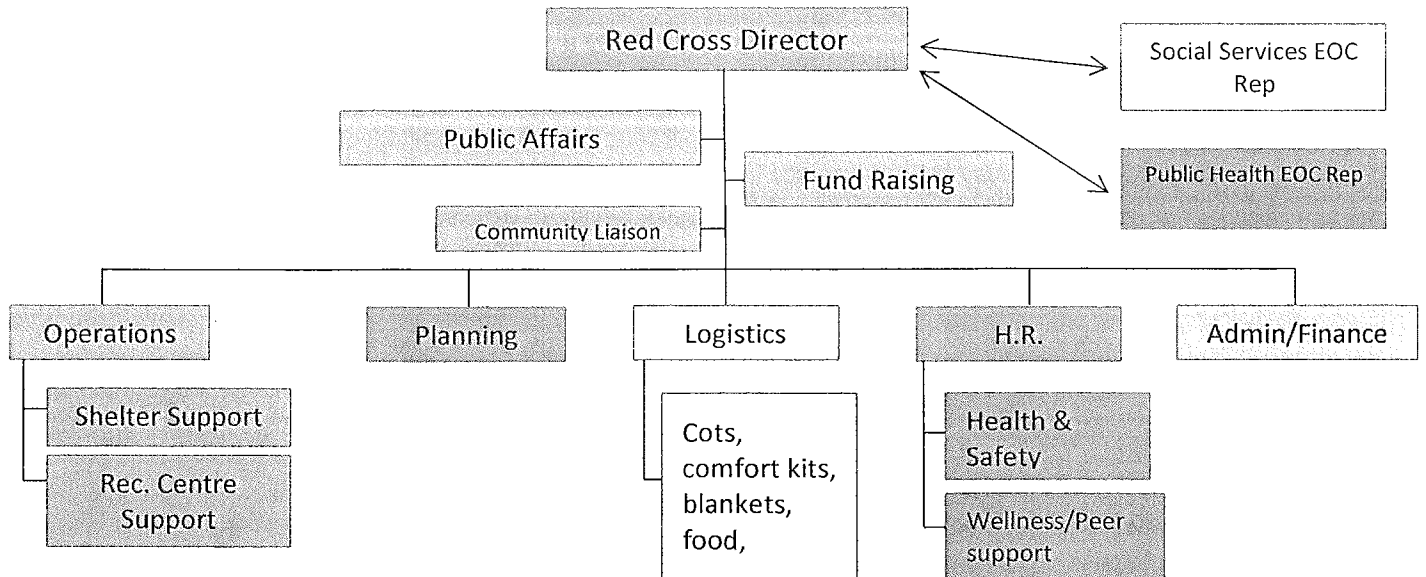
9. That Section 10.1 **Host Communities** is renumbered to 10.3 and the current subsection 10.3 - Social Services Evacuation Plan is renumbered 10.1.

10. That renumber 10.1 Social Services Evacuation Plan is amended by the addition of the following:

The Emergency Evacuation Plan states that the Provincial Incident Management System (IMS) will be used in the operation of reception and evacuation centres. The following flow chart will be used as a guide to establish the organizational structure for the management of reception/evacuation centres in the County of Wellington.



The following flow chart outlines a possible organizational structure for Red Cross assisting in an evacuation centre wherein the MOU has been implemented by the County of Wellington.





# Communiqué



**From the desk of:**

Thursday August 7, 2014 # 009

## Fire Chief

### **Reminder of SOG 601 – Attendance for calls and training:**

This is another friendly reminder of your requirements with respect to this SOG.#601. Another audit will be conducted at the end of August. Please review your availability and commitment to the Wellington North Fire Service.

### **New Fire Service Directives:**

I will be sending out independently in the near future to your respective email address. Should you have any questions or require clarification, please contact me directly.

### **Weekend Station Duties:**

Each firefighter is assigned a platoon and has a scheduled on call weekend. If for whatever reason you cannot attend your weekend standby and station duties, you shall inform the station Chief. It is your responsibility to find a replacement and ensure that he/she will do not only your on call but also your station duties as well.

### **New Program:**

We will be testing a new program for the fire service and it is called [IAMRESPONDING.com](http://IAMRESPONDING.com)



This program will assist the IC with information pertaining to a call. The IC will be able to look at a screen which will be located above the dispatch window and will know who is attending the hall and who is attending to the scene (special circumstances) .There will be more information and training to follow at the upcoming meetings.





# Communiqué



## FIRE DEATHS IN ONTARIO

Total fatal fires for the period from January 1 to August 7 for the years 2013 and 2014				
	2013		2014	
	<i>Fatal fires</i>	<i>Fatalities</i>	<i>Fatal fires</i>	<i>Fatalities</i>
Ontario fatal fires (except federal and First Nations properties) from January 1 to August 7	34	40	37	46
Fatal fires on federal or First Nations properties from January 1 to August 7	3	6	2	5
Total	37	46	39	51

Respectfully

Chief Guilbault



# Communiqué



## ARTHUR STATION:

### ARTHUR STATION REPORT FOR JULY, 2014

The Arthur Station responded to 6 calls for assistance during the month of July, 2014.

- Arthur Twp.           1 Natural Gas Leak
- West Garafraxa       3 Alarm Activation  
                              1 Burn Permit Violation
- Arthur                 1 Alarm Activation

There were 5 practices held in July.

On July 2,       Practice # 33,       12 members attended.  
On July 9,       Practice # 34,       12 members attended.  
On July 15,      Practice # 35,       9 members attended  
On July 22,      Practice # 36,       7 members attended.  
On July 29,      Practice # 37,       9 members attended.

On July 10th, Station Chief Morrison hosted the Wage Committee meeting. Wellington North Fire Chief Guilbault, Firefighter Rooney and Station Deputy Chief Hieber (Mount Forest) were in attendance. Absent was Fire Fighter James.

There were 3 Ontario Health and Safety meetings in July.

July 11th, Fire Fighters Guidotti, Cooper, and James attended.  
July 15th, Fire Fighters Guidotti and Cooper attended.  
July 21st, Fire Fighters Guidotti, Cooper, and James attended.

Fit Testing has been completed.

Submitted by:

Station Chief, Jim Morrison  
CMM III Fire Service Professional



# Communiqué



## MOUNT FOREST STATION:

### JULY FIRE REPORT MOUNT FOREST STATION

The Mount Forest Station responded to 14 calls for assistance during the month of July 2014

In Mount Forest

- 4 Ambulance assist; 1- person fell down stairs, 2- unconscious & 1- foot injury
- 3 Alarms; 2 - storm related & over heated pot
- 2 In Arthur Township; 1- Illegal burn, 1- Motor cycle accident
- 3 In Southgate - 2 ambulance assist- 1- allergic reaction, 1- hand injury, 1- hydro wires down
- 1 In West Luther ( 1 hydro wires down and tree burning )
- 1 In West Grey ( 1 MVC # 6 highway and Grey 6

There were 3 meeting / practice sessions held during the month of July.

July 07/14, 17 members were present,  
July 14/14, 16 members were present,  
July 28/14, 18 members were present.

On July 19 2014, the Mount Forest Station held a pancake breakfast, which was a huge success, also supplied Fire protection for the fireworks

Work on the new utility room at the rear of the hall is nearing completion

Respectfully Submitted

Mount Forest Station Chief Ron MacEachern



# Communiqué



## FIRE PREVENTION:

Fire Prevention Report  
Wellington North Fire Service

July-14

Evac. Procedures	2
Telephone Calls	84
Business/Personal Service	7
Residential	6
Assembly Occ.	5
Misc.	32
Industrial	3
Meetings	12
Complaints	3
Mercantile	4
Letter/Reports	36
Institutional	3
Burn Permits	13
New Construction/Plan Review	0
Occupancy Permits	0
FE Ext. Training/Talks	3
Emerg. Planning	2
Inspection Follow Up	4
Pub. Ed. Lectures/Tours/House	2
Pre Incident Planning	2
Fire Safety Plan Review	3
Administration	31
Court/Documents/Serving	2
Training (OFC/Local)	1
Investigations	0



# Communiqué



## Kidde Smoke Alarms Recall Notice

Kidde, a manufacturer of smoke alarms has issued a voluntary recall for the following products after an internal check found a potential problem.

If you have purchased a hardwired smoke or carbon monoxide alarm from Kidde in 2013 or 2014, check the model number against this list. If you have one of these recalled alarms, return it to the place of purchase.

\*KN-COSM-IBA – hardwired combination smoke/CO alarm (manufactured between October 22, 2013 and May 13, 2014)

\*I12010SCO – hardwired combination smoke/CO alarm (manufactured between December 30, 2013 and May 13, 2014)

\*I12010S – hardwired smoke alarm (manufactured between December 18, 2013 and May 13, 2014)

There have been no reported problems with these alarms from the public.

Should you know of anyone with these alarms, please let them know.

Videos: Are you human? <http://www.youtube.com/watch?v=cclt-qRQBol>

**Remember:** he, who has never learned to obey, cannot be a good commander. **Aristotle**

Yours in fire safety,

Jason Benn,  
Fire Prevention Officer.



# Communiqué



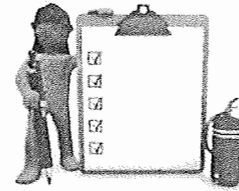
## TRAINING DIVISION:

I have nothing to report at this time.

Here Today for a Safer Tomorrow...

**Don Irvine**

Training Officer,



## COMMITTEES:

### Public Education

Our next meeting will be August 21<sup>st</sup> at 7 pm at the Mount Forest Station. Nothing further to report

### Truck and Equipment

The Truck and Equipment committee met on July 17/14 at the Mt Forest station for its next meeting, we started by reviewing the tool layout on squad 122 which was previously pump 122. The committee then sat down with the Fire Chief to go over the current budget with relation to the trucks and equipment, after discussing the budget we submitted a short list of equipment needs. The chief approved the purchase of four new portable radios for Mt Forest and two four gas monitors for Arthur, we will be moving forward on purchasing these items. The committee also discussed having one person or company look after all small engines in the dept as well as performing annual services; we are now in the process of finding someone. The committee also talked about our current air bags in both stations and whether they need replacement, due to the fact they could be out of date, and members of the committee are working on this issue. We will be working on a list of dept needs with regards to next year's capital budget, if you have any suggestions please feel free to mention it to any of the committee members so we can take it for consideration.

Thanks Curtis.



# Communiqué



## Health & Safety

I have nothing to report at this time.

Regards  
Marco Guidotti  
OH&S Committee



**EVENTS:** Nothing to report at this time.

**Please have all monthly reports submitted by September 3<sup>rd</sup> at noon.**

Next communiqué will be Thursday September 4<sup>th</sup>, 2014

*"Pride and Passion"*





# Township of Wellington North

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

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF SEPTEMBER 8, 2014**

**FROM: DARREN JONES  
CHIEF BUILDING OFFICIAL**

**SUBJECT: BUILDING PERMIT MONTHLY REVIEW  
PERIOD ENDING JULY 31, 2014**

## RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive the Building Permit Monthly Review for the period ending July 31, 2014.

## PREVIOUS REPORTS PERTINENT TO THIS MATTER

1. Building Permit Monthly Review for the period ending July 31, 2013
2. Building Permit Monthly Review for the period ending July 31, 2012

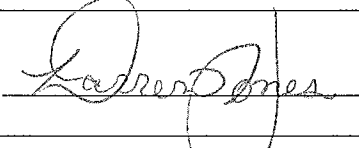

## BACKGROUND

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEV. CHARGES
Single Family Dwelling	1	80,000.00	1,597.76	3,557.00
Multi Family Dwelling	2	955,000.00	7,254.30	62,362.00
Additions / Renovations	0	0.00	0.00	0.00
Garages / Sheds	1	6,000.00	202.00	0.00
Pool Enclosures / Decks	2	4,500.00	281.26	0.00
Commercial	1	300,000.00	898.54	0.00
Assembly	1	1,300.00	126.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	0	0.00	0.00	0.00
Agricultural	3	540,000.00	3,246.05	0.00
Sewage System	2	36,500.00	1,008.00	0.00
Demolition	0	0.00	0.00	0.00



Total July 2014	13	1,923,300.00	14,613.91	65,919.00
Total Year to Date 2014	129	11,924,280.00	137,146.28	337,475.36
Total July 2013	19	879,300.00	11,398.68	14,000.00
Total Year to Date 2013	142	12,136,490.00	126,886.03	138,359.41
Total July 2012	40	2,255,900.00	16,882.58	20,400.00
Total Year to Date 2012	163	12,307,080.00	83,704.40	108,600.00

*\*\*values may change as permits are revoked or modified*

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
	
<b>DARREN JONES</b> CHIEF BUILDING OFFICIAL	<b>MICHAEL GIVENS</b> CHIEF ADMINISTRATIVE OFFICER



# Township of Wellington North

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

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF SEPTEMBER 8, 2014**

**FROM: DARREN JONES  
CHIEF BUILDING OFFICIAL**

**SUBJECT: BUILDING PERMIT MONTHLY REVIEW  
PERIOD ENDING AUGUST 31, 2014**

### RECOMMENDATION

THAT the Council of the Corporation of the Township of Wellington North receive the Building Permit Monthly Review for the period ending August 31, 2014.

### PREVIOUS REPORTS PERTINENT TO THIS MATTER

1. Building Permit Monthly Review for the period ending August 31, 2013
2. Building Permit Monthly Review for the period ending August 31, 2012

### BACKGROUND

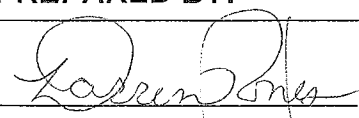

PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEV. CHARGES
Single Family Dwelling	3	644,000.00	7,568.64	700.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	0	0.00	0.00	0.00
Garages / Sheds	2	16,000.00	726.24	0.00
Pool Enclosures / Decks	3	11,000.00	525.63	0.00
Commercial	4	70,000.00	2,967.00	10,440.00
Assembly	0	0.00	0.00	0.00
Industrial	2	120,000.00	1,619.50	2,489.00
Institutional	2	63,000.00	703.00	0.00
Agricultural	6	1,080,500.00	7,180.55	0.00
Sewage System	2	15,000.00	1,008.00	0.00
Demolition	2	15,000.00	252.00	0.00

Total July 2014	26	2,034,500.00	22,550.56	13,629.00
Total Year to Date 2014	155	13,958,780.00	159,696.84	351,104.36

Total July 2013	23	1,213,680.00	27,916.85	15,606.00
Total Year to Date 2013	165	13,350,170.00	154,841.28	153,965.41

Total July 2012	24	2,491,400.00	17,279.22	20,400.00
Total Year to Date 2012	187	14,798,480.00	100,983.62	129,000.00

*\*\*values may change as permits are revoked or modified*

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
	
<b>DARREN JONES</b> CHIEF BUILDING OFFICIAL	<b>MICHAEL GIVENS</b> CHIEF ADMINISTRATIVE OFFICER

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

Wednesday, August 20th, 2014 – 4:30 pm

Members Present: Chair, Councillor Dan Yake  
Councillor Andy Lennox  
Councillor Mark Goetz  
Tim Boggs  
Stephen Dineen  
Shawn McLeod  
Al Rawlins  
Gerald (Shep) Shepetunko  
Jim Taylor  
Mike Givens, CAO/Clerk  
Dale Small, Business Economic Manager  
April Marshall, Tourism, Marketing & Promotion Manager

Also Present: Michelle Stone, Administrative Support

Absent: Mayor Ray Tout  
Councillor Sherry Burke

Meeting was called to order at 4:30 pm

**1. DECLARATIONS OF PECUNIARY INTEREST**

- None reported.

**2. APPROVAL OF MINUTES**

**Moved by:** Mark Goetz

**Seconded by:** Shawn McLeod

*THAT THE Minutes from the June 18th, 2014 Economic Development Committee meeting be accepted.*

*Carried*

**3. MONTHLY REPORTS**

**Report from the Chair**

The Chair commented on the good work being done within the Municipality and also asked that a letter of congratulations be sent to the Fireworks Festival committee on another successful event.

**Wellington County Economic Development Committee:**

No report.

**Arthur and Mount Forest Chamber of Commerce:**

Councillor Goetz reported that no meetings were held over the summer for the Arthur Chamber.

The Mount Forest Chamber had another very successful and profitable Fireworks Festival. There will be a newsletter with updates sent out in the next few weeks.

## Business Economic Manager:

Community Improvement Program: This long term program continues to be popular with 15 applications received over the first two years. 2014 funding has pretty much been depleted however at the present time there are no outstanding applications.

The process to include Kenilworth in the designated Community Improvement Area is underway. A Public Meeting was held on August 12<sup>th</sup> and we have received a draft of the final report. The next step is to recommend to Council that an amendment be made to include Kenilworth. Jim Taylor brought the motion forward for the amendment to go to Council.

**Moved By:** Jim Taylor

**Seconded By:** Steve Dineen

*THAT THE Economic Development Committee Recommend that the Council of the Township of Wellington North pass a By-law to Designate a Community Improvement Project Area Respecting the Redevelopment, Revitalization, Prosperity and Beautification of the Kenilworth Community.*

Carried

A number of other communities, Mapleton & Centre Wellington, within Wellington County are also moving forward with CIP's.

Signage/Way Finding Strategic Plan: Currently in the process of reviewing the existing signage and working with the Chambers we will be delivering a signage strategic plan later this year. Some design concepts have been received and next step is to review with April and then the Chambers. Final report will be completed by the end of September.

Renew Wellington North: The objective of this program is to revitalize our Downtowns through the creative use of empty space/buildings. As a 3 year program it is designed to bring life back to Main Street buildings by allowing artists, crafters, entrepreneurs, new business start-ups, cultural projects, etc. to use and maintain otherwise empty buildings until they become commercially rented/viable. In an effort to move forward quickly we intend to capitalize on the learning's of Renew New Tecumseth who are completing a similar program and Lisa Morrison, their Project Coordinator has been invited as a guest speaker at our next joint EDC on Sept 11<sup>th</sup>.

The program will also include a Business Mentors as well as a Business Recruitment Program to focus on the identification and attraction of businesses currently not in our community. Erin Rudland from Rudland Retail will also be coming as a Sept 11<sup>th</sup> Guest Speaker to share some information on her programs and services related to Business Recruitment Program.

THE SPARK 88.7 FM: Activities continue to move forward and the next board meeting is on September 2nd. Ads will soon be placed to hire a station manager and sales & promotions director. We are also working on acquiring the Broadcast Tower and hope to be open within 6 months.

Age Friendly Community Planning: The concept of an age-friendly community is relatively new however the idea of working towards communities that are age-friendly is probably a sound investment when you consider our aging population and demographics. More on this later in the fall however the plan is to work in-partnership with other local municipalities and Health Care agencies.

Arthur & Mount Forest Fall Fairs: The Township will have booths at both the fall fairs and if anyone is able to volunteer time to staff the booth please drop by and/or let Dale or April know.

## **Tourism, Marketing and Promotion Manager:**

Summer Re-cap: We have distributed 15000 Simply Explore Brochures. There have been ad placements in neighboring municipalities and other destination travel pieces. We have also supported a coop radio program giving local business the opportunity to partner together while branding Wellington North.

Vertical Banners The 14 banners are complete and have been placed in both Arthur and Mount Forest Downtowns as planned.

The Butter Tart Trail Public Relations: The trail received editorial in July's Canadian Living. We were also included in the #DiscoverON event held at Dundas Square in Toronto this past June and also attended Ontario Best Butter Festival in Midland where the Kenilworth Country Kitchen sold 3000 tarts in less than 3 hours. Trail partners also represented at the Fireworks Festival.

Arthur Most Patriot Search and Celebration: Participation was on par from last year. Labelle's Flowers and Walsh's Pharmacy were the business winners and Michelle Leies and Faye Craig were the residential winners. We received approval from Veterans Affairs Canada that a grant in the amount of \$2,500, to the Township of Wellington North, under the Community Engagement Partnership Fund will be awarded for use in 2015's event programming. The Chamber is looking at changes to the Art in the Street event for next year to further highlight and promote being Canada's Most Patriotic Village.

Mount Forest Fireworks Festival: We launched a Social Media promotion this year to promote attendees to share their experience for their chance to win prizes, using #myfireworksweekend. An overnight package was created utilizing the RT04 Reservation but didn't receive any uptake. We can contribute that to the timing of posting, low promotion and the fact that no local accommodators are registered to the system. Now that it's in place, we can look at trying again next year, with the possibility of selling wrist bands only.

Farmers Market: The market continues to run well with approximately 10 vendors and around 100 visitors a week.

Cultural Roundtable: The Cultural Roundtable is busy planning the upcoming Doors Open event in Wellington North, September 27<sup>th</sup>. There are 19 sites throughout the Municipality. Promotions include development and distribution of a brochure and marketing via the Doors Open program. The Cultural Roundtable is also continuing to populate Cultural Mapping website and would like to get launched before Doors Open in September.

Taste Real Local Food Map: The 2014 Local Food Maps are now available. Membership has increased from last year. Upcoming events include the new format for the Field Dinner, to be held on Sept. 14<sup>th</sup> at Thatcher Farms and the Rural Romp in Southern Wellington on Sept. 27<sup>th</sup>.

Northern Wellington Young Professionals: April is participating along with the Minto Chamber, Mount Forest Chamber & Town of Minto in organizing events for this group. Focus is on networking and education.

Wellington County Festivals & Events Guide: Wellington County deadline for registering for e-blasts has passed for the chance to win 1 of 4 Wellington County getaways. Four Wellington North businesses contributed to the prize packages.

Wellington North Website: The new Wellington North Website is almost completed and will be going live next week.

**4. UPCOMING EVENTS**

- Fridays 3:00 – 8:00 Farmers Market in Mount Forest
- August 30<sup>th</sup> – Sept 1<sup>st</sup> Mount Forest Fall Fair
- September 5<sup>th</sup> – 7<sup>th</sup> Arthur Fall Fair
- September 27<sup>th</sup> Doors Open Wellington North

**5. ANNOUNCEMENTS / ROUND TABLE**

Councillor Goetz commented that Wightman Telecom has now started in Fergus but not coming to Arthur. Could we look into and see about Arthur. Dale Small will follow up and report back to the Committee.

Al Rawlins brought up some concerns about the process and compliance regarding property standards in the Township. Councillor Yake suggested that Council could look at the issue.

The Arthur WWTP is another ongoing Economic Development concern. Mike Givens explained that it will be a long process but that is a large undertaking and all the information must be compiled and studied so that the best decision can be made for now and for the future.

**6. NEXT MEETING DATE**

Next EDC is Thursday Sept. 11<sup>th</sup>. This will be a joint Economic Development Committee Meeting with Town of Minto and Township of Mapleton and will be hosted by the Township of Wellington North at the Mount Forest Sports Complex from 6:00pm – 8:30pm

**7. ADJOURNMENT:**

**Motion by:** Al Rawlins

**Seconded By:** Tim Boggs

**THAT** the Meeting be adjourned at 5:40 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  
SEPTEMBER 8TH, 2014**

**FROM: Dale Small  
Business Economic Manager**

**SUBJECT: Community Improvement Program**

## RECOMMENDATION

That the Business Economic Manager report dated September 8th, 2014 with regards to the Community Improvement Program is received;

**AND FURTHER THAT** the Council of the Township of Wellington North pass a By-Law to designate a Community Improvement Project Area for Kenilworth as recommended by the Economic Development Committee.

## PREVIOUS REPORTS PERTINENT TO THIS MATTER

Council:	2012: May 7 <sup>th</sup>	Council approval of Community Improvement Program
	2012: Aug. 8 <sup>th</sup> , & Dec. 13 <sup>th</sup>	
	2013: April 22 <sup>nd</sup> , Aug 12 <sup>th</sup>	& Dec. 16 <sup>th</sup>
	2014: April. 7 <sup>th</sup> , June 9 <sup>th</sup>	& June 23 <sup>rd</sup> & August 11 <sup>th</sup>

## BACKGROUND

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 and green spaces in our Downtowns.

Through this framework the Municipality is able to provide incentives for individuals, businesses, Community Groups, etc. to enhance their building presentation to the public and/or to support Public Art, in an effort to help stimulate pride in our communities. Many communities take years for the program to gain traction so to show our long term commitment to applicants, our Wellington North program has been approved for a 10 year timeframe of January 1<sup>st</sup>, 2012 – 2021.

The Community Improvement Program Areas that were established and approved in 2012 covered the communities of Arthur and Mount Forest however at that time consideration was not given to extending the boundary to cover Kenilworth. Due to the success of the program the Economic





# Township of Wellington North

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

Development Committee decided earlier this year to commence the process to include Kenilworth in the Community Improvement Program Area.

## OVERVIEW

Under the Planning Act, in order to make amendments to an existing Community Improvement Program Area, it is necessary to conduct a Public Meeting in order to discuss the amendment and to ensure there are no concerns. The notice for this Public Meeting was published on July 16<sup>th</sup> and the Public Meeting was held at the Municipal Office in Kenilworth on August 12<sup>th</sup>, 2014.

No concerns were raised at the Public Meeting or anytime since then with this amendment. At the August 20<sup>th</sup> Economic Development Committee the attached report dated August 18<sup>th</sup>, 2014 from Stempski Kelly Associates Inc., was reviewed and it is the committee's recommendation that the amendment be adopted by council.

## CONCLUSION

Upon adoption of the amendment to the Township of Wellington North's current CIP, (to include a CIPA for the Kenilworth Community) registered owners, tenants of buildings and community citizens will have access to the four financial assistance programs that are defined in the Wellington North C.I.P. These programs include:

- Building facade and property improvements
- Tax increment equivalence for rehabilitation and redevelopment projects
- Application fees and development charge assistance
- Support of Public Art

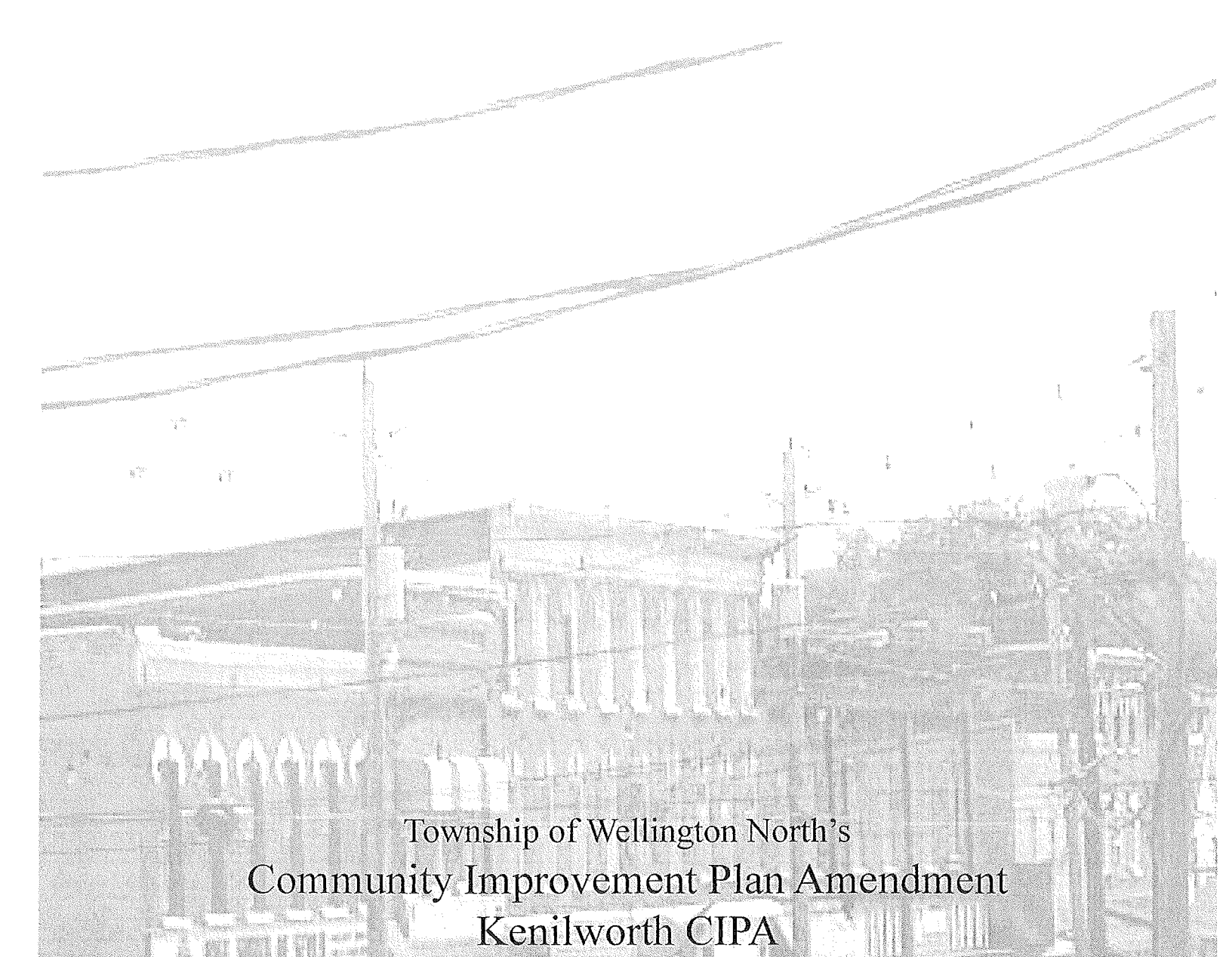
The funding and decision process for any applications that are received from the Kenilworth Community will follow the same process as all other applications received under the program.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
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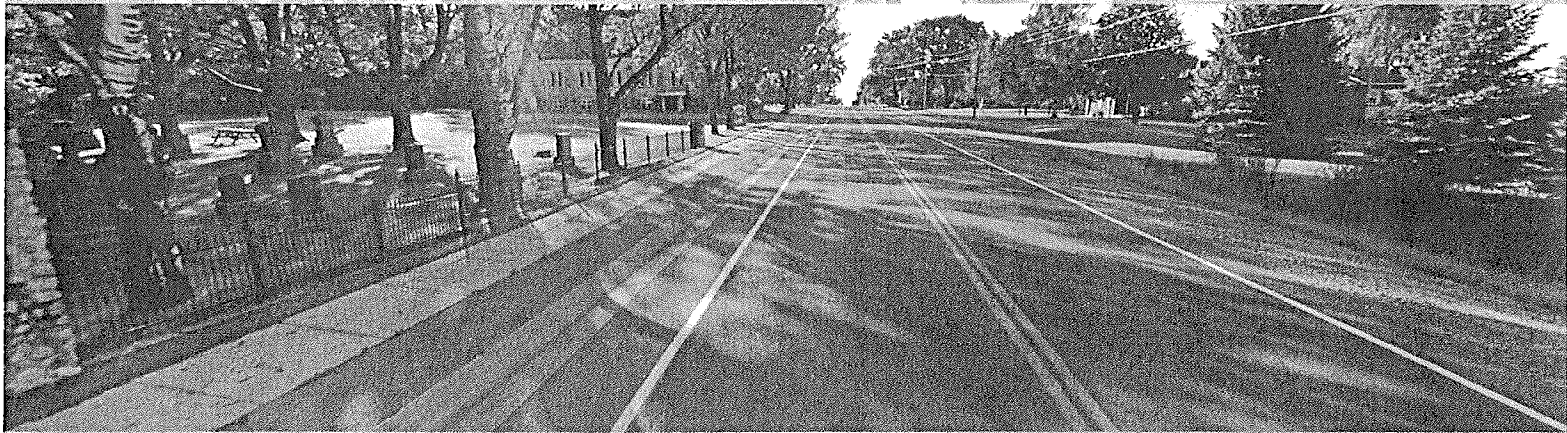
**DALE SMALL**

**MIKE GIVENS**

<b>BUSINESS ECONOMIC MANAGER</b>	<b>CHIEF ADMINISTRATIVE OFFICER</b>
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Township of Wellington North's  
Community Improvement Plan Amendment  
Kenilworth CIPA



August 2014- Draft Final



## Background

The Township of Wellington North has always taken a strong interest in the revitalization of their commercial core and "main streets." The Township of Wellington North Economic Development Committee (EDC) advises and assists Council and the citizens of Wellington North on matters related to economic development and planning for the long term prosperity of the community.

These have typically included the following six focus area;

1. Downtown Revitalization
2. Business Retention and Expansion
3. Tourism, Marketing and Promotion
4. Professional Medical Recruitment
5. Land Development
6. Rural Revitalization

In 2011, the Township's Economic Development Committee (EDC) led the Township in development of a Community Improvement Plan initiative. In response to the influences of commercial development along the main street corridors and the findings of the EDC activities, the Township of Wellington North embarked upon creating this plan to revitalize and re-shape Wellington North's two significant commercial core areas; one located in Mount Forest and the other in Arthur. This program, along with the support of the local citizens, advocates a return to community self-reliance:

"local empowerment, and the rebuilding of traditional commercial districts based on their unique assets; distinctive architecture, a pedestrian-friendly environment, personal service, local ownership, and a sense of community."

Subsequently, two categories of programs are offered in the plan; leadership programs for the Township to undertake and financial incentive programs for community improvement project area (CIPA) applicants.

## Amending an Existing CIP

Generally amendments can be made to existing Community Improvement Plans in accordance with the Planning Act. And in some cases, changes without an amendment to an existing CIP is permitted, such as with discontinuing financial or land programs if goals are not being met.

However, changes or expansion of the "geographic area" or CIPA to which financial or land programs are available, as outlined in an existing CIP, should seek an amendment of the Plan, by Council, in accordance with the Planning Act.

This amendment seeks the designation of a Community Improvement Project Area (CIPA) for the Kenilworth community. It does not seek nor require any changes to the current leadership or financial incentive programs within Wellington North's CIP (2011). Adoption will provide access to the existing incentive programs, defined in the Township's CIP, to those businesses within a designated Kenilworth CIPA, encouraging investment into privately owned lands and buildings.

## Current CIPA Designation in the Township

Currently, the areas subject to the Township of Wellington North CIP include only those lands designated as Community Improvement Project Areas (CIPA) and were approved under Municipal By-Law 62-11 on August 29, 2011 by Council.

The two CIPAs (Mount Forest and Arthur) were identified through a process that:

- a) captured community session participants' thoughts concerning specific areas/buildings requiring improvement, significant features and extents for the respective communities;
- b) analyzed this information with consideration of existing commercial districts, BIA extents, residential districts, roadway corridors, etc.

These areas are illustrated in the figures 2.1 and 2.2 in the 2011 CIP.

## A CIPA for Kenilworth

In response to the influences of commercial development and the potential for community connections along the main street corridors in Kenilworth, a designated CIPA, would embrace the programs of Wellington North's Community Improvement Plan to help revitalize, re-shape, and maintain Kenilworth's commercial street frontage supporting economic, social and healthy community initiatives.

On-site observation of Kenilworth's existing commercial district, its extents, residential areas and roadway corridors identifies improvement opportunities for specific buildings, areas, and significant features.

The proposed Kenilworth CIPA will extend along Highway No. 6 between Roxanne's on the south end and the Sacred Heart Church/Lourdes Grotto on the north end; and east of the Kenilworth Public School and west of Wellington North Tire along Sideroad 7.

Figure 1.0 (attached) defines the Proposed Community Improvement Project Area for Kenilworth.



# WN • CIP Kenilworth

ska

The Kenilworth CIPA extends along Highway 6 between Roxanne's on the south end and the Sacred Heart Church/Lourdes Grotto on the north end; and west of the Kenilworth Public School and east of Wellington North Tire along Sideroad 7.

Figure 1.0




## **Financial Assistance Programs**

Upon adoption of the amendment to the Township of Wellington North's current CIP (to include a CIPA for the Kenilworth community) registered owners and tenants of buildings and land will have access to four (4) financial assistance programs defined in Wellington North's CIP. These programs include building façade & property improvements, tax increment equivalence for rehabilitation and redevelopment projects, application fees and development charge assistance, and support of public art.

## Kenilworth CIPA

Amendment to Wellington North's CIP

Public Meeting Notice (advertised 16th July 2014, Mount Forest Confederate and Arthur Enterprise)



**WELLINGTON NORTH'S  
PROPOSED AMENDMENT  
COMMUNITY IMPROVEMENT PLAN  
PUBLIC MEETING**

**TAKE NOTICE** that the Economic Development Committee of the Township of Wellington North will hold a public meeting on **Tuesday, August 12th, 2014** from 7:00 p.m. to 8:00 p.m. in the Township of Wellington North Municipal Office (7490 Sideroad 7 West, Kenilworth, ON.) to consider an amendment to Wellington North's current CIP, which had been adopted by Council (2012) pursuant to the provisions of the Ontario Planning Act.

The current CIP assists in the maintenance and rehabilitation of the downtown Community Improvement Areas for both Arthur and Mount Forest. The proposed amendment provides a Community Improvement Project Area for Kenilworth. Maps showing the exact locations of the Community Improvement Areas are available at the Township of Wellington North Offices.

The current CIP allows for four (4) financial assistance programs to registered owners, tenants of land and buildings within the Community Improvement Areas including building façade & property improvements, tax increment equivalence for rehabilitation and redevelopment projects, application fees and development charge assistance, and support of public art.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed amendment of the current CIP.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of Wellington North before the proposed CIP amendment is adopted, the person or public body is not entitled to appeal the decision of 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 Council of the Township of Wellington North before the proposed CIP is adopted, 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.

If you wish to be notified of the adoption of the proposed CIP amendment, you must make a written request to Michael Givens, the CAO for the Township of Wellington North and such request must include the name and address to which such notice should be sent.

**ADDITIONAL INFORMATION** relating to the proposed CIP amendment is available for inspection during office hours 8:30 a.m. to 4:30 p.m. at the Township of Wellington North 7490 Sideroad 7 West, PO Box 125, Kenilworth, ON, N0G 2E0 Telephone: (519) 848-3620; Email: [township@wellington-north.com](mailto:township@wellington-north.com)



# Township of Wellington North

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

## COMMUNITY IMPROVEMENT PROGRAM

### PUBLIC MEETING

Tuesday, August 12, 2014

7:00 pm

MUNICIPAL OFFICE COUNCIL CHAMBER  
KENILWORTH

SIGNATURE	NAME (please print)	MAILING ADDRESS	POSTAL CODE
	Mark A. Goetz	7468 SR 7 W Kenilworth	N0G 2E0
	MARA MACFARLANE	7502 SIDEROAD 7 E "	"
	JAMES TAYLOR	8871 9th Concession	"
	Raymond Foust	MT Forest Cst.	N0G 2L2
	DALE SMALL	MT FOREST	N0G 2L2

WN - Kenilworth CIPA - Draft Final - 6



# Kenilworth Community



North Bound



South Bound



East Bound



West Bound



# Township of Wellington North

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

**TO:** MAYOR AND MEMBERS OF COUNCIL  
MEETING OF September 8, 2014

**FROM:** Barry Trood  
Superintendent, Water/Wastewater Services

**SUBJECT:** Sewage Allocation for Terry Martin,  
783,785,787 Princess St,  
Town of Mount Forest

## RECOMMENDATION

THAT Council allocate 3 sanitary sewer allotments to the property described as 783, 785, 787 Princess St., for the residential development of 3 townhouses, in the Town of Mount Forest in the Township of Wellington North in the County of Wellington. These allotments are for the development of 3 single townhouse dwellings and will be available for a period of six (6) months, after which period of time the units will be withdrawn unless the owner is proceeding with this development.

## PREVIOUS REPORTS PERTINENT TO THIS MATTER

None

## BACKGROUND

Terry Martin who is the developer of this site is requesting the 3 residential sewerage allotments. This development sits on the north side of Princess St just east of Cork St in Mount Forest. The townhouses face on to Princess St. and all 3 sewer laterals will be serviced off the Princess St. Sewer Main. There are 3 single townhouses which will be under construction that will require the 3 separate sewer allotments.

The current uncommitted sewer allotments available for the Mount Forest WWTP are in excess of 450 units.

**PREPARED BY:**

*Barry Trood*

**RECOMMENDED BY:**

*Mike Givens*

**BARRY TROOD  
SUPERINTENDENT**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



# Township of Wellington North

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

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF SEPTEMBER 8, 2014**

**FROM: Paul Dowber  
Treasurer**

**SUBJECT: TREASURER'S REPORT TR2014-09  
Ontario Community Infrastructure Fund/Small  
Communities Fund**

## **RECOMMENDATION**

THAT the Council of the Township of Wellington North receive for information the report from the Treasurer with regard to Ontario Community Infrastructure Fund (OCIF)/Small Communities Fund (SCF);

AND FURTHER THAT Council approves the completion of the required Expression of Interest for the Frederick Street Project for OCIF;

AND FURTHER THAT Council approves the completion of the required Expression of Interest for the \_\_\_\_\_ Project for SCF.

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

August 25, 2014 Correspondence from the Ministry of Agriculture, Food and Rural Affairs

## **BACKGROUND**

On August 25, 2014 Brent Kennedy, Director of the Rural Programs branch of the Ministry of Agriculture, Food and Rural Affairs announced OCIF and SCF funding. These funding sources are designed to help municipalities support the revitalization and repair of roads, bridges and other critical infrastructure in small, rural and northern communities.

## **OCIF Formula Based Funding**

OCIF funding has two components. This first consists of \$50 million per year of stable, predictable funding.

No application is required by eligible municipalities in order to receive this grant. This funding is available to municipalities that have a population of less than 100,000 or are in northern Ontario. A signed contribution agreement must be assigned and submitted with a complete Asset Management Plan on or before December 31, 2014.

Eligible costs are:

- Capital projects and capital maintenance for the renewal, rehabilitation and replacement of core infrastructure assets (roads, bridges, water and wastewater, including both sanitary and storm-water facilities); and/or
- The development and implementation of asset management plans (software, training, inspections etc.)

Ineligible costs include:

- Growth-related expansion projects
- Land acquisition
- Leasing of land, buildings and other facilities
- Finance charges
- Legal fees
- Costs of completing EOI for OCIF or SCF

The amount of funding for a municipality is a calculation based on:

1. The amount of core infrastructure owned by the municipality, plus the township's share of the county's weighted property assessment
2. The infrastructure index, which is the average of:
  - a. the ratio of core infrastructure to weighted property assessment, and;
  - b. the ratio of core infrastructure per household to median household income
3. An amount between \$75- and \$150- per \$100,000- of core infrastructure (based on the infrastructure index)

This yearly funding will be paid by the province as an annual lump sum payment by March 31<sup>st</sup> beginning in 2015. The minimum payment for any municipality is \$25,000- per year. Amounts for be paid in March 2015 will be announced next month.

Municipalities will be required to submit annual reports identifying how the funds were spent within the context of their asset management plan. Municipalities have one calendar year to spend the funds on eligible expenditures.

## **OCIF Application Based Funding**

The second component of the OCIF consists of \$50 million in annual provincial funding based on an "application" component. This funding is available to municipalities that have a population of less than 100,000 or are in northern Ontario.



# Township of Wellington North

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

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Eligible projects are:

- Roads
- Bridges
- Water and wastewater

Eligible Project costs include:

- Environmental assessment
- Design/engineering
- Project management
- Materials and construction
- 15% contingency cost.

Ineligible costs include:

- Land acquisition
- Leasing of land, buildings and other facilities
- Finance charges
- Legal fees
- Rolling stock
- Moveable assets (such as generators)
- Application costs.

Up to 90% of total eligible costs can be requested, up to a total of \$2 million. Projects with multiple components are acceptable, such as a project including paving, watermain and sewer.

Funding is flowed as project milestones are achieved, with project completion being required by December 31, 2016. An expression of interest (EOI) is due by September 19, 2014. The EOI will be assessed on the criteria of:

- evidence of current or future health and/or safety issues and how the propose project would address or reduce the risk of the issues identified; and
- the applicants economic conditions and fiscal situation derived from the Financial Information Returns (FIRs) and Statistics Canada data

Council resolution is not required for the EOI. Full application for this component is available in October 2014 to municipalities who have submitted 2013 FIRs without critical error and will be due, along with a completed Asset Management Plan in December 2014. Funding recipients will be announced in February 2015.

## SCF

Through the SCF, the federal government, as part of their Building Canada Fund (BCF) will provide up to \$272 million in total to support projects in municipalities with populations less than 100,000. Subject to finalizing the terms and conditions of a funding agreement between Canada and Ontario this funding will be matched by Ontario.

Eligible projects include:

- Highways and major roads
- Drinking water and wastewater
- Public transit
- Solid waste management
- Green energy
- Innovation
- Connectivity and broadband
- Brownfield remediation
- Redevelopment
- Disaster mitigation
- Local/regional airports
- Short-line rail projects

Eligible Project costs include:

- Environmental assessment costs (up to 15% of the federal share)
- Design/engineering costs
- Project management costs
- Materials and construction
- Equipment leasing for the construction of the project
- Communication materials

Ineligible costs include:

- Land acquisition
- Leasing of land, buildings and other facilities
- Finance charges
- Legal fees
- Movable assets (such as generators)
- Application costs
- Expenditures incurred before approval of the project by Canada

The maximum federal and provincial contributions will be two-thirds of the total eligible costs of a project. The flow of funds will be receipt based and project completion will be outlined in the contribution agreement, but standard completion expectations are five years.

An EOI is due by September 19, 2014. Again, Council resolution is not required for the EOI. Full application will be available in October 2014 to municipalities who have submitted 2013 FIRs without critical error and will be due (along with a completed Asset Management Plan) in December 2014. Funding recipients will be announced in February 2015.



# Township of Wellington North

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The applications will be assessed on:

- Preliminary evidence of current or future health and/or safety issue
- Applicant's economic conditions and fiscal situation

Projects can include multiple components such as paving, watermain and sewer pipe work in one project.

## Proposed Projects for Application

### OCIF Application Component

#### **Frederick Street (Well Road 14) - Water/Sewer System and intersection improvements**

Engineering Design	\$40,000
Roads and Drainage	\$270,000
Sanitary Sewers	\$270,000
Sanitary Forcemain	\$440,000
Waterworks	\$580,000
Pedestrian Signals	\$140,000
<b>Total Eligible Costs</b>	<b>\$1,740,00</b>

Provincial Share	\$1,566,000
Township Portion	\$174,000

Note 1-Cost estimates were provided by Triton Engineering.

Note 2-Council may want to consider not applying for the full 90% Provincial funding. This may be considered more favourably.

### SCF

#### **Alternative 1 – Miller/ John/ North Water Street Project – Sanitary Sewer/ Watermain**

Engineering/Permits	\$132,200
Construction	\$1,225,700
<b>Total Eligible Costs</b>	<b>\$1,357,900</b>
Less Rebatale Taxes	\$135,100
<b>Total Net Eligible Cost</b>	<b>\$1,222,800</b>

Provincial Share	407,600
Federal Share	407,600
Township Share	407,600

**Alternative 2 - Constable Rick Hopkins Bridge – Rehabilitation (Recoating/Repair)**

Engineering/Permits	\$124,900
Construction	\$1,070,200
Total Eligible Costs	\$1,314,900
Less Rebatable Taxes	\$130,800
Total Net Eligible Cost	\$1,184,100

Provincial Share	394,700
Federal Share	394,700
Township Share	394,700

The primary aim of the Miller/ John/ North Water Street project would be to replace the old, leaky sanitary sewer and watermain services with the reinstatement of the road being an incidental component of the project.

BM Ross, the township engineer, has been consulted in regards to these funding opportunities. They are of the opinion that the bridge may score higher than the Miller/John/North Water Street reconstruction project from a public health and safety consideration. It may also receiver higher scoring, given that in a few years it may need concrete barriers installed alongside the edges of the paved surface if it is not repaired. This will prevent its use as a pedestrian crossing of the river.

The engineers further commented that Council may yet be hoping the Connecting Link funding program will be reinstated and so they may not wish to consider applying for SCF funding for the bridge project at this time. Indications are that the Province is not considering reinstating the Connecting Link program although there have been many pleas made by the municipalities impacted.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
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*Paul Dowler*

*Mike Givens*

<b>Treasurer</b>	<b>CHIEF ADMINISTRATIVE OFFICER</b>
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4<sup>th</sup> Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: 519 826-3419  
Fax: 519 826-3398

4<sup>e</sup> étage  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél. : 519 826-3419  
Télec. : 519 826-3398

## Rural Programs Branch

August 25, 2014

Dear Chief Administrative Officer, Clerk or Treasurer:

The launch of two new municipal infrastructure initiatives, targeted towards your community, is a key early step in implementing the 2014 Budget through which the province is committing over \$130 billion in infrastructure investments over the next ten years.

I am pleased to provide you details on the province's continued support for municipal infrastructure projects through:

- the \$100 million per year new Ontario Community Infrastructure Fund (OCIF), which, for the first three years of the program, includes both application-based and formula-based components; and
- an intake to identify priority projects for the Small Communities Fund (SCF). Through the SCF, Ontario and Canada will each provide up to \$272 million to support projects in municipalities with populations less than 100,000. The SCF is part of the federal government's 10-year Building Canada Fund.

These programs build on the good work municipalities have been doing to prioritize infrastructure needs through asset management planning. The following supporting materials, which can be found at [www.ontario.ca/municipalinfrastructure](http://www.ontario.ca/municipalinfrastructure), are intended to guide municipalities in understanding how to obtain funding from OCIF and SCF:

### A. Capital Project Selection Process under OCIF and SCF

This guide provides information with respect to eligibility requirements, as well as the application process and deadlines for the application component of these two funds. Applications will have a two-stage process. First, eligible applicants must submit an Expression of Interest (EOI) for pre-screening. Applicants that pass this EOI process will be given an opportunity to submit a full application. The application will build on the EOI and will require more detailed project information.



## **B. OCIF and SCF – Expression of Interest Forms**

Eligible municipalities must submit these forms to be pre-screened for the application-based component of OCIF as well as the SCF. Expressions of Interest are due **September 19, 2014**. Eligible applicants can submit two projects, one for OCIF, and one for the intake to identify projects under the federal government's SCF.

The same project cannot be submitted to both programs; it is the responsibility of eligible applicants to determine the most appropriate project to submit under each program. Please refer to the program guide for more information on the application-based programs.

## **C. OCIF – Formula-Based Component – Program Manual**

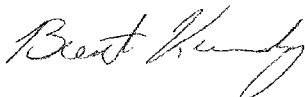
This guide provides information with respect to the allocation of OCIF formula-based funding, its parameters and data sources. It includes an example that walks through the grant calculation step by step. An individual allocation notice and contribution agreement will be sent to you shortly, outlining your municipality's grant for 2014 and the following two years, and the key data used to calculate it. No application is required to access these funds; the full details on conditions to access funding, project eligibility, timing and reporting requirements will be detailed in your contribution agreement. You should review this agreement closely prior to starting any project.

Again, the above supporting materials can be found at [www.ontario.ca/municipalinfrastructure](http://www.ontario.ca/municipalinfrastructure). Should you require more information, or are unable to access the supporting materials, please call 1-877-424-1300.

In addition, we have arranged for a webinar to provide a high-level explanation of the programs and offer the opportunity to answer any questions you may have regarding the programs. The webinar will be scheduled for the week of September 8, 2014. If you would like to register for the webinar, please contact Ariel Freeman-Fawcett at 519-826-6640 or [Ariel.Freeman-Fawcett@ontario.ca](mailto:Ariel.Freeman-Fawcett@ontario.ca).

We look forward to continued collaboration with municipalities as we move forward to modernize infrastructure across the Province.

Sincerely,



Brent Kennedy  
Director/A, Rural Programs Branch  
Ministry of Agriculture, Food and Rural Affairs



# Township of Wellington North

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

**TO:** MAYOR AND MEMBERS OF COUNCIL  
MEETING OF September 8, 2014

**FROM:** Paul Dowber  
Treasurer

**SUBJECT:** TREASURER'S REPORT TR2014-10  
Award of Tender WN2014-02 Rural Asphalt Program

## RECOMMENDATION

THAT report TR2014-10 in regards to Tender WN2014-02 be received by council

AND FURTHER that the Council of Wellington North Award Tender WN2014-02 for the 2014 Rural Asphalt Program to the Murray Group Limited at a cost to the township of \$252,298.96

## PREVIOUS REPORTS PERTINENT TO THIS MATTER

N/A

## BACKGROUND

The 2014 Capital Budget provides for the 2014 Rural Asphalt Program. Staff had identified sections of roads in various rural locations in the township that were in need of resurfacing. Tenders were submitted by The Murray Group Limited and Steed and Evans on August 14, 2014. The Murray Group had the lower bid of \$247,935.30 before tax.

The project had a budget of \$300,000.00, which puts the township's cost of this project under budget by \$47,701.04 (see Financial Implications). The provision from the Wellington North Purchasing Policy under the "Award of Tender" section was exercised by the CAO in notification of award of Tender WN2014-02 preceding the report to council.

Work on the asphalt program began on August 26, 2014 in order to ensure completion before the fall season.

**Financial Implications**

The Murray Group Tender

Tendered Amount	\$ 247,935.30
H.S.T.	\$ <u>32,231.59</u>
Total purchase price	\$ 280,166.89
Less H.S.T. rebate	\$ <u>(27,867.93)</u>
Grand Total	<b>\$252,298.96</b>

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

<i>Paul Dowber</i> <b>Treasurer</b>	<i>Mike Givens</i> <b>CHIEF ADMINISTRATIVE OFFICER</b>
--	---

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B84/14

APPLICANT

Bradley Culp
9468 Sideroad 3
RR #1
Conn, ON NOG 1N0

LOCATION OF SUBJECT LANDS

WELLINGTON NORTH (West Luther Twp)
Part Lot 3
Concession 13

Surplus Farm Dwelling Application

Proposed severance is 0.57 hectares with 55m frontage, existing and proposed rural residential use with existing house & building.

Retained agricultural parcel is 41.1 hectares with 521 m frontage on Line 12 and 618m frontage on Sideroad 3. Existing barn to be removed.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 23 49 000 016 09200 0000

Does this description reasonably describe the parcel holdings? YES ( X ) NO ( )

If the answer is no, please provide new information: \_\_\_\_\_

Do you consider the proposal to conform to your Official Plan? YES ( ) NO ( )

What Section(s) does it conform to or contravene? (Please specify)

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES ( ) NO ( X )

(Please Specify Section 6.1.3 & 6.1.4 of Zoning By-law 66-01

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES ( ) NO ( X )

(Please Specify) Section 8.2 of By-law 66-01

If Necessary, would the Municipality be prepared to consider an Amendment to the Zoning By-law to permit the proposal to conform? YES ( ) NO ( ) N/A ( ) or Minor Variance YES ( ) NO ( ) N/A ( )

Is proposal on an opened maintained year-round public road YES ( X ) NO ( )

If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road?

Please specify \_\_\_\_\_

Is the Proposed Lot(s) serviced now by the Municipal Water YES ( ) NO ( X )

Is the Retained Lot serviced now by Municipal Water YES ( ) NO ( X )

Is the Proposed Lot(s) serviced now by the Municipal Sewers YES ( ) NO ( X )

Is the Retained Lot serviced now by Municipal Sewers YES ( ) NO ( X )

Is there a Capital Works Project underway to service these lots in the near future YES ( ) NO ( )

Approximate Time of Servicing Availability: \_\_\_\_\_

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

MUNICIPALITY COMMENTING FORM

FILE NO: B 84/14

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?

YES ( X ) NO ( )

Is there any further information that may assist the Planning and Land Division Committee?  
(A letter may be attached if there is insufficient space to explain)

Is the Municipality in support of this application? YES ( ) NO ( )

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Owner receives approval from applicable road authority for an entrance (if required).

That the Owner satisfy all the requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands.

That the Owner satisfy the requirements of the Local Municipality in reference to parkland dedication as provided for in the Planning act, RSO 1990.

That the shed on the severed parcel receive zoning relief for area and height.

That the barn on the retained parcel be demolished, debris and foundation completely cleaned up.

Does the Municipality request a Notice of Decision? YES ( X ) NO ( )

SIGNATURE: \_\_\_\_\_

TITLE: Deputy Clerk \_\_\_\_\_

ADDRESS: 7490 Sideroad 7 W., Kenilworth, ON NOG 2EO \_\_\_\_\_

DATE: September 9, 2014 \_\_\_\_\_

County of Wellington Planning and Land Division Committee  
Deborah Turchet, Secretary-Treasurer  
Wellington County Administration Centre  
74 Woolwich Street, Guelph ON N1H 3T9

August 8, 2014

## NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

*APPLICATION SUBMITTED ON: August 1, 2014*

FILE NO. B84/14

### APPLICANT

Bradley Culp  
9468 Sideroad 3  
RR#1  
Conn ON NOG 1N0

### LOCATION OF SUBJECT LANDS:

WELLINGTON NORTH (West Luther)  
Part Lot 3  
Concession 13

### Surplus Farm Dwelling Application

Proposed severance is 0.57 hectares with 55m frontage, existing and proposed rural residential use with existing house & building.

Retained agricultural parcel is 41.1 hectares with 521m frontage on Line 12 and 618m frontage on Sideroad 3. Existing barn to be removed.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,  
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

**September 17, 2014**

**Please note** that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

**Please also be advised** that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

**INFORMATION REGARDING THE APPLICATION** is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

### MAILED TO:

Local Municipality – Wellington North County Planning

GRCA Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

100







<b>Application</b>	B84/14
<b>Location</b>	Part Lot 3, Concession 4 TOWNSHIP OF WELLINGTON NORTH
<b>Applicant/Owner</b>	Bradley Culp

**PLANNING OPINION:** This application would sever a 0.57 ha (1.4 ac) parcel with a dwelling and workshop in a Prime Agricultural area. A 41.1 ha (101.5 ac) parcel would be retained. This application has been submitted under the surplus farm dwelling policies.

This application is consistent with Provincial policy and generally conforms to the Official Plan, provided that the following matters are addressed as conditions of approval:

- a) That the retained lands are rezoned to prohibit residential use to the satisfaction of the local municipality and County of Wellington Planning and Development Department; and
- b) That zoning compliance for the severed parcel is achieved to the satisfaction of the local municipality; and,
- c) That MDS 1 compliance is achieved by the removal of the barn or by rezoning the retained parcel to the satisfaction of the County of Wellington Planning and Development Department

**PLACES TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** The creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.1(c). According to this policy, lot creation in prime agricultural areas may be permitted for a residence surplus to a farming operation as a result of farm consolidation, provided that there is a restriction against new residential dwellings on any vacant farmland parcel created by severance. Farm consolidation is defined as the acquisition of additional farm parcels to be operated as one farm operation.

Minimum Distance Separation I (MDS I) is applied to a proposed lot with an existing dwelling when the dwelling is presently located on the same lot as the subject livestock facility. As the barn is to be demolished we would have no MDS I concerns provided a condition to remove the building is imposed.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURAL. According to Section 10.3.4, a severance may be considered for an existing residence that is surplus to a farming operation as a result of farm consolidation, provided that:

- "a) the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- b) the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- c) the amount of good farmland retained with the surplus house is kept to a minimum size needed for residential purposes, taking into consideration environmental and topographic features; and
- d) the surplus residence is habitable and is not expected to be demolished by a future owner; and
- e) the Minimum Distance Separation formula will be met; and
- f) the vacant parcel of farmland is rezoned to prohibit a residential use.

The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels, where the impact on existing and future farm operations can be kept to a minimum."

With respect to the above criteria, we are satisfied that this application conforms to criteria a), b), c), d) and e). Item f) can be addressed as a condition of approval. In terms of the overall farm operation, we have been provided with a Farm Information Form including a list of other farm holdings of the applicant which demonstrate that this application would constitute a farm consolidation.

The matters under Section 10.1.3 were also considered.

**LOCAL ZONING BY-LAW:** The subject property is zoned Agricultural (A). Both lots would meet the applicable minimum lot area and frontage requirements. A zoning by-law amendment would be necessary to prohibit residential use on the retained parcel. Further, zoning relief would be required for the severed parcel to permit the (2,400 ft<sup>2</sup>) oversized accessory structure.

**SITE VISIT INFORMATION:** The subject property has not yet been visited.

*Jameson Pickard*

Jameson Pickard, Junior Planner  
 August 25<sup>th</sup>, 2014

Petition for Drainage Works by Owners  
Form 1

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

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

To: The Council of the Corporation of the Township of Wellington North

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

Lot 10, Concession 5

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

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

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

Contact Person (Last Name) <u>Hill</u>	(First Name) <u>David</u>	Telephone Number <u>519 848 3493 ext.</u>
---	------------------------------	--

Address

Road/Street Number | Road/Street Name

Line 4 8431

Location of Project

Lot pt. lot 9Concession  
5

Municipality

Wellington North.

Former Municipality (if applicable)

West Luther

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

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

Name of watercourse (if known)

Estimated length of project

General description of soils in the area

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

- Tile drainage only       Surface water drainage only       Both

Petition filed this 2nd day of Sept., 2014

Name of Clerk (Last, first name)

Lathy Borne

Signature

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

Number	Property Description	8821	North Half Lot 10 Conc 5	8821 Well Rd 16
Ward or Geographic Township			Parcel Roll Number	
West Luther			15-01500	

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

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
Hill David	[Signature]	2014 08 27

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

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

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

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
More, Catherine	[Signature]
Name of Corporation	I have the authority to bind the Corporation.
Township of Wellington North	Date (yyyy/mm/dd)
Deputy Clerk	2014/09/03

Number	Property Description	23	South Half Lot 10 Conc 5	8412 Line 4
Ward or Geographic Township			Parcel Roll Number	
West Luther			23 49 000 01550 0000	

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

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
Hill Cameron	[Signature]	2014/08/26

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

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

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

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
More, Catherine	[Signature]
Name of Corporation	I have the authority to bind the Corporation.
Township of Wellington North	Date (yyyy/mm/dd)
Deputy Clerk	2014/09/03

Check here if additional sheets are attached

Clerk initial

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

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

**Notice of Collection of Personal Information**

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

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

RECEIVED

SEP 4 2014

TWP. OF WELLINGTON NORTH

Aug. 29, 2014

Dear Council,

In an ongoing effort to educate and engage Ontarians about waste reduction, Recycling Council of Ontario is asking municipalities from across Ontario to demonstrate their commitment to waste reduction and proclaim Oct. 20 – 26, 2014 as Waste Reduction Week.

Waste Reduction Week in Canada is an environmental campaign that builds awareness around issues of sustainable and responsible consumption, encourages choice for more environmentally responsible products/services, and promotes actions that divert more waste from disposal and conserve natural resources.

Your community's commitment and participation in Waste Reduction Week in Canada communicates the importance of waste reduction, and encourages residents to contribute to environmental protection.

There are three ways for council to proclaim Waste Reduction Week.

1. Online at [www.wrwcanada.com/proclamations](http://www.wrwcanada.com/proclamations)
2. Incorporate the following into a formal municipal resolution and email your resolution/proclamation to [wrw@rco.on.ca](mailto:wrw@rco.on.ca):

*WHEREAS the generation of solid waste and the needless waste of water and energy resources are recognized as global environmental problems and,*

*WHEREAS municipal and provincial governments have an important role to play in promoting waste reduction, reuse, recycling, composting and other conservation measures and,*

*WHEREAS communities, businesses and organizations across Canada have committed to working together to raise awareness of these issues during Waste Reduction Week in Canada, and,*

*NOW KNOW YE THAT We do by these presents proclaim and declare that Oct. 20 - 26, 2014, inclusive, shall be known as Waste Reduction Week.*

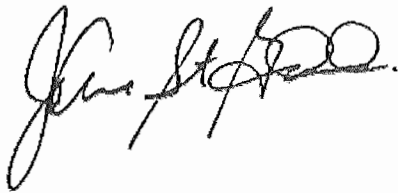
continued

3. Utilize the attached certificate and include your municipality's logo or seal on the bottom right. An electronic version of the certificate is also available at [www.rco.on.ca/wrw\\_ontario](http://www.rco.on.ca/wrw_ontario). Email your completed certificate to [wrw@rco.on.ca](mailto:wrw@rco.on.ca).

Please join municipalities across Canada by proclaiming Oct. 20 - 26, as Waste Reduction Week. Alternatively, if your community does not offer official proclamations, have your Waste Reduction Week activities and events profiled online. For more information, visit [www.wrwcanda.com](http://www.wrwcanda.com).

Thank you for your commitment to waste reduction.

Kind regards,



Jo-Anne St. Godard  
Executive Director  
Recycling Council of Ontario  
416.657.2797, ext. 3  
[wrw@rco.on.ca](mailto:wrw@rco.on.ca)

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Municipality

hereby recognizes

# Waste Reduction Week in Canada Oct. 20-26, 2014

As a municipality, we are committed to reducing our waste, conserving resources, and educating the community about sustainable living.

We recognize the generation of solid waste and the needless waste of resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

We have declared Oct. 20-26, 2014, Waste Reduction Week in

---

Municipality

---

Signed

Date

---

Name and Position



Waste Reduction Week in Canada  
Semaine canadienne de  
réduction des déchets

Cathy More  
Deputy Clerk  
Township of Wellington North

August 13, 2014,

Dear Cathy,

On behalf of the Mount Forest Kin Club I am writing to you to obtain permission from the Township to hold our annual Fall Road Toll.

As you may recall, this event is held on the Thanksgiving long weekend. This year we are proposing to run the event on the following days and times:

Friday October 10 – 4pm to 8 pm

Saturday October 11 - 8am to 1 pm

We are proposing to use the same routes and traffic control procedures as we successfully used in the spring (i.e., near the intersection of highway 6 and 89.)

I have arranged for our insurance company to fax you a copy of our insurance policy and to include the Township of Wellington North as “additional insured.”

If you have any questions please contact me at 519-884-0710 x3131 or email me ([pbarnard@wlu.ca](mailto:pbarnard@wlu.ca)).

Thank-you

Paul Barnard  
Risk Manager  
Mount Forest Kin Club

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

**BY-LAW NUMBER 68-14**

**BEING A BY-LAW TO PERMIT FUNDRAISING ACTIVITIES BY A CHARITABLE ORGANIZATION ON A ROADWAY UNDER THE SAFE STREETS ACT, S.O. 1999 IN THE TOWNSHIP OF WELLINGTON NORTH. (Mount Forest Kin Club Fall Road Toll – Main Street, Mount Forest)**

**AUTHORITY:** Safe Streets Act, 1999, S.O. 1999, Chapter 8, as amended, Section 3(3).  
Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 11(3)

**WHEREAS** Section 3(3) of the Safe Streets Act, 1999, S.O. 1999, Chapter 8, as amended, permits charitable organizations to conduct fund-raising activities on roadways where the maximum speed limit is 50 kilometres per hour, provided the activities are permitted by a by-law of the municipality in which the activities are conducted;

**WHEREAS** Section 11(3) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides for passing of a by-law with respect to highways, including parking and traffic thereon for such period as shall be specified in the by-law;

**AND WHEREAS** the Mount Forest Kin Club is planning to hold their annual Fall Road Toll event on October 10, 2014 between the hours of 4:00 p.m. and 8:00 p.m. and on October 11, 2014 between the hours of 8:00 a.m. and 1:00 p.m.;

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

1. That the Mount Forest Kin Club is hereby permitted to hold their annual Fall Road Toll event on October 10, 2014 between the hours of 4:00 p.m. and 8:00 p.m. and on October 11, 2014 between the hours of 8:00 a.m. and 1:00 p.m. on Main Street South, Mount Forest between Queen Street and Parkside Drive.
2. That the Mount Forest Kin Club is hereby permitted to hold their annual Fall Road Toll event on October 10, 2014 between the hours of 4:00 p.m. and 8:00 p.m. and on October 11, 2014 between the hours of 8:00 a.m. and 1:00 p.m. on Queen Street East, Mount Forest between Main Street and Fergus Street.



3. That the Mount Forest Kin Club is hereby permitted to hold their annual Fall Road Toll event on October 10, 2014 between the hours of 4:00 p.m. and 8:00 p.m. and on October 11, 2014 between the hours of 8:00 a.m. and 1:00 p.m. on Queen Street West, Mount Forest between Main Street and John Street.
4. 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 8TH DAY OF SEPTEMBER, 2014.**

---

**RAYMOND TOUT,  
MAYOR**

---

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

**BY-LAW NUMBER 69-14**

**BEING A BY-LAW TO PROVIDE FOR ADVANCE VOTES TO BE  
HELD PRIOR TO VOTING DAY.**

AUTHORITY: Municipal Elections Act, 1996, as amended, Section 43(1)

**WHEREAS** Section 43(1) of the Municipal Elections Act, 1996 provides that a municipal council shall pass a by-law establishing one or more dates for an advance vote, and the hours during which voting places shall be open on that date or dates;

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

1. An Advance Vote shall be held on Saturday, October 11, 2014 between the hours of 10:00 a. m. and 6:00 p.m. at the following location:

**MUNICIPAL OFFICE, COUNCIL CHAMBERS  
7490 SIDEROAD 7 WEST, KENILWORTH, ONTARIO.**

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

---

**RAYMOND TOUT  
MAYOR**

---

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

**BY-LAW NUMBER 70-14**

**BEING A BY-LAW TO PROVIDE FOR REDUCED HOURS OF  
VOTING IN INSTITUTIONS AND RETIREMENT HOMES.**

**AUTHORITY: Municipal Elections Act, 1996, as amended, Section 45 and 46**

**WHEREAS** Section 46(3) of the Municipal Elections Act, 1996 provides that a municipal council may pass a by-law with respect to reduced voting hours in voting places in retirement homes or those institutions as defined in Section 45(7) of the said Act, where the voting place is only for the use of the residents;

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

1. Those voting places as shown in Schedule "A" attached hereto shall be open for those hours as also detailed in Schedule "A".

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

---

**RAYMOND TOUT,  
MAYOR**

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**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

**SCHEDULE "A"  
TO BY-LAW NUMBER 70-14**

**ELECTION DAY – OCTOBER 27<sup>TH</sup>, 2014  
VOTING PLACES (INSTITUTIONS AND RETIREMENT HOMES)  
TO BE OPEN BETWEEN THE HOURS OF**

Ward 4                      Poll 4  
Caessant-Care Nursing Home                      10:00 a.m. to 11:15 a.m.  
of Canada Limited  
215 Eliza Street  
ARTHUR, Ontario

Ward 2                      Poll 4  
Birmingham Retirement Community Inc.                      1:00 p.m. to 2:15 p.m.  
356-A Birmingham Street, East  
MOUNT FOREST, Ontario

Ward 1                      Poll 3  
Saugeen Valley Nursing Centre Ltd.                      3:00 p.m. to 4:15 p.m.  
465 Dublin Street  
MOUNT FOREST, Ontario

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

**BY-LAW NUMBER 71-14**

**BEING A BY-LAW TO AMEND THE EMERGENCY RESPONSE  
PLAN FOR THE COUNTY OF WELLINGTON AND MEMBER  
MUNICIPALITIES (Amendment Number 2)**

**WHEREAS**, the Township of Wellington North passed by-law 37-10 being a by-law to adopt an Emergency Response Plan for the County and member municipalities,

**AND WHEREAS**, Section 3 (6) of the Emergency Management and Civil Protection Act, R.S.O. 1990 as amended states that "every municipality shall review and, if necessary, revise its emergency plan every year",

**AND WHEREAS**, the Emergency Response Plan has been reviewed and it has been deemed necessary to revise certain sections of the plan in accordance with the Emergency Management and Civil Protection Act.

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

1. THAT the Amendment No. 2 to the Emergency Response Plan as set out in Schedule "A" attached, is hereby adopted.
2. THAT this by-law shall come into force and effect on the day of final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT  
MAYOR**

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**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

**SCHEDULE "A"**  
**TO BY-LAW NUMBER 71-14**

**Amendment No. 2 to the Emergency Response Plan**

The Emergency Response Plan for the County of Wellington and Member Municipalities is to be amended as follows:

1. **That Section 4.1 Actions prior to declaration is amended by deleting the section which reads**

"When it appears that an emergency situation is imminent or has occurred but an emergency has not yet been declared, employees of the municipality may take such action that is not contrary to law, is within their mandate to take and as set out in this Emergency Response Plan in order to protect lives and property of the residents of the Municipality."

**And replacing with the following:**

When it appears that an emergency situation is imminent or has occurred but an emergency has not yet been declared, **Council and/or** the employees of the **County or member** municipality may take such action necessary **to respond to the situation provided** such actions are not contrary to law **and such actions** are within their departments mandate to take and as set out in this Emergency Response Plan in order to protect lives and property of the residents of the Municipality.

2. That Section 4.2 Notification Procedures for Municipal Emergency Control Groups is retitled **Municipal Emergency Notification Procedures**, and further **that the sixth bullet is deleted and replaced with "CAO and alternate"** which only applies to the Town of Minto.
3. **Section 6 –Municipal Emergency Control Groups** is deleted in its entirety and replaced with the following.

"The Emergency Management and Civil Protection act Regulation 380/04 requires each municipality to establish a Municipal Emergency Control Group. Each municipality in the County has identified representatives to participate in the municipal emergency control group for the County and for each member municipality. The roles and responsibilities of the individual members of the Municipal Emergency Control Group are set out in Section 6.2

4. **That Section 6.1 is renamed Joint Command Advisory Team. This section currently reads as follows:**

In some emergency situations, and where considered appropriate, the County and member Municipal Emergency Control Group(s) may consult and decide to request that two or more Municipal Emergency Control Groups be formed into one joint Municipal Emergency Control Group. The establishment of a combined group will be known as a Joint Municipal Emergency Control Group. Given the degree and severity at which emergencies can strike, the decision to establish a Joint Municipal Emergency Control Group may be made after consideration of the items listed in Section 4.5. The decision to form a Joint Municipal Emergency Control Group shall be vested with the Head of Councils, the CAOs and the Community Emergency Coordinator based upon the advice and recommendation of each individual Municipal Emergency Control Group involved in the Emergency. Once a decision has been made to establish a joint Municipal Emergency Control Group, the Heads of Council, CAOs and CEMC shall be responsible for meeting to determine the appropriate composition of the Joint Municipal Emergency Control Group.

**Is deleted and replaced with the following:**

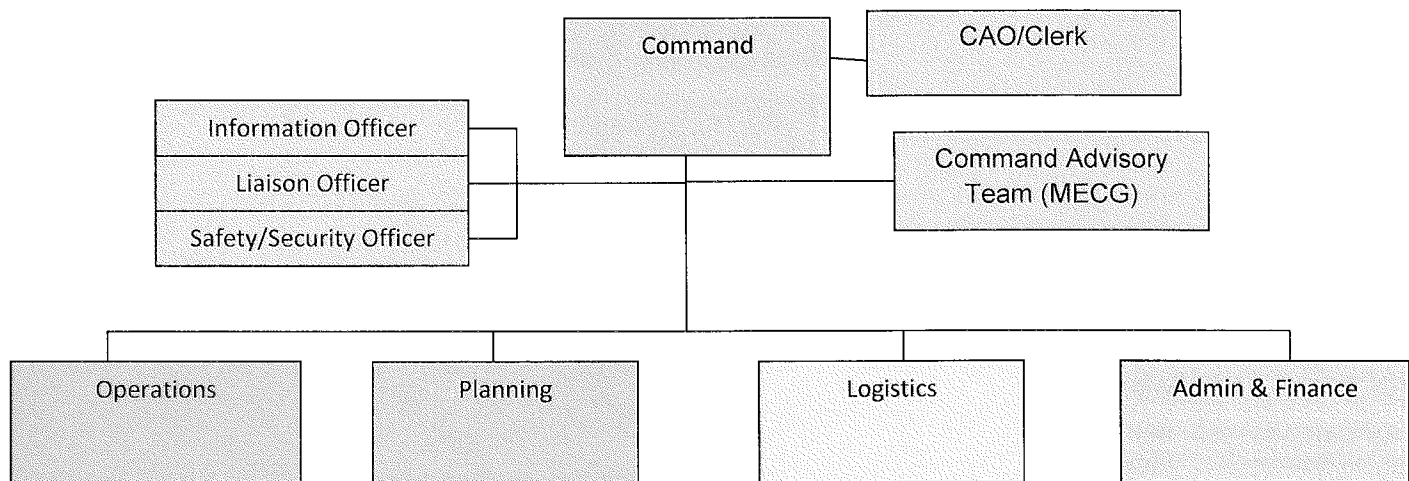
In some emergency situations, and where considered appropriate, the County and member Municipalities may consult and decide **that the formation of a joint Command Advisory Team is necessary and appropriate given the emergency situation (either declared in one or more municipalities or not declared)**. The decision to establish a joint **Command Advisory Team** may be made after consideration of the items listed in Section 4.5 **of this Plan particularly when the emergency will affect three or more member municipalities such as a tornado, snow storm, ice storm, health emergency or foreign animal disease emergency. This decision shall be made in consultation** with the Heads of Council, CAOs, Emergency Manager/CEMC **and/or alternates** of the affected municipalities. Once a decision has been made to establish a Joint Command Advisory Team, **the Heads of Council, CAOs and Emergency Manager/CEMC may comprise the Team members and/or determine the appropriate team composition to respond to the emergency situation.**

5. Section 7, subsection 7.1 - Emergency Operations Centre is amended by deleting the words **“and assumes command of the response as set out in this section.”**

6. That Section 7 is amended by deleting the paragraph and flow chart immediately following the words “7. Monitor plan- future meeting” and replaced it with the following new Section 7.5, Section 7.6 and 7.7 :

**“7.5 Incident Management System Flow Chart:**

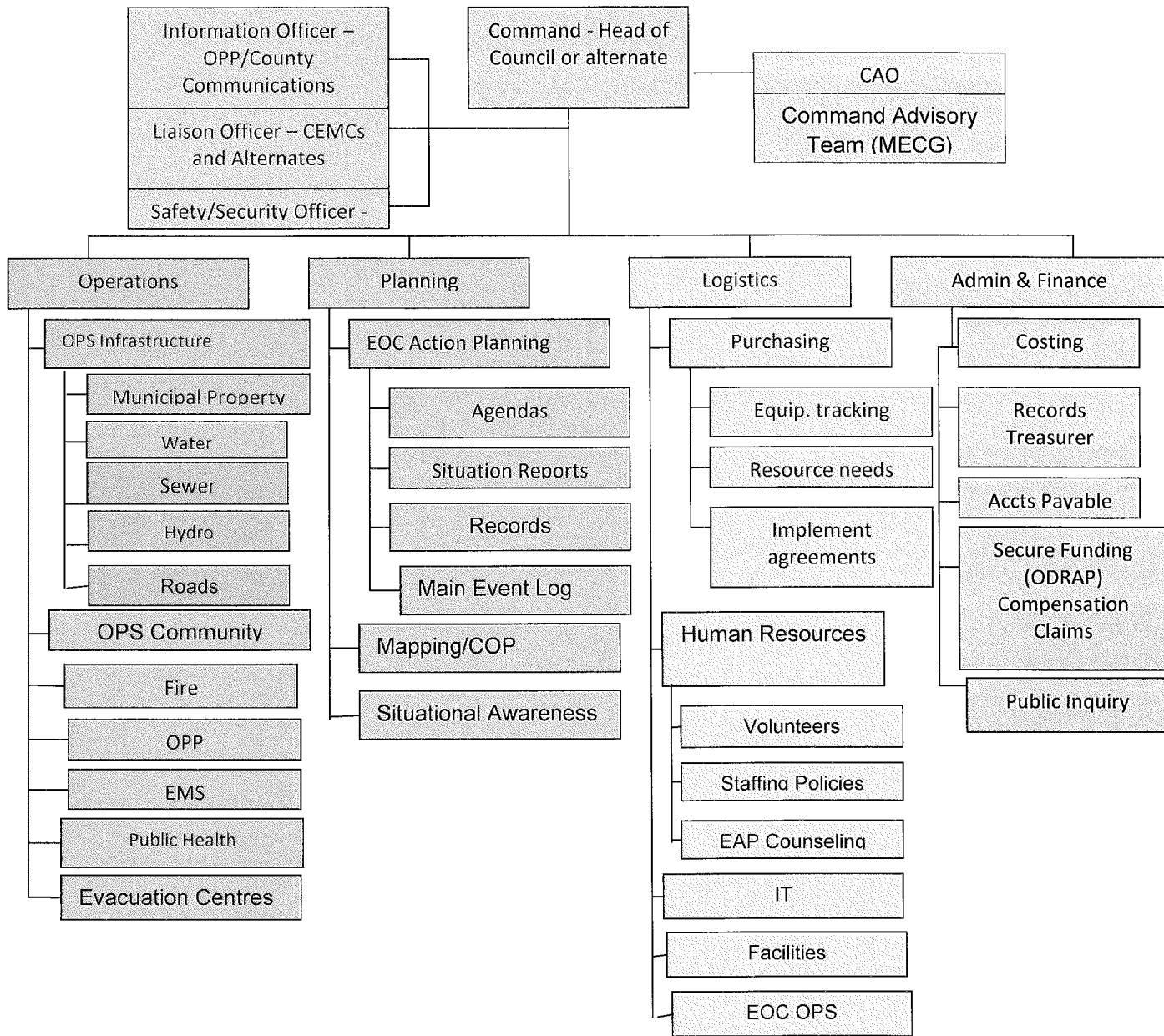
The following diagram represents the basic Incident Management System Structure that may be used in an Emergency Operation Centre during simple to complex emergency situations. This model may be used with or without the declaration of an emergency. In this model, Command with advice and assistance from the CAO and the local Command Advisory Team (MECG) may make decisions with respect to a municipal emergency as permitted. Command in such situations may fill all of the roles shown in the flow chart or may appoint an individual to take on this role as required. In the Emergency Operation Centre, it is expected that the Head of Council and/or their alternates will fill the role of Command but may appoint an appropriate designate such as the CAO if necessary.



**“7.6 Enhanced Incident Management System Flow Chart**

The following diagram represents a sample of how the Incident Management System model in Section 7.5 may be expanded upon for use during complex, multi-jurisdictional municipal emergency situations over an extended period of time. It is expected that this model would be used during a municipal emergency declaration, and further, that there will be at least one individual to fill each responsibility identified in the chart either through municipal staff or through assistance from neighbouring municipalities and/or partner agencies.





## 7.7 Command Advisory Team (MECG)

During the activation of an Emergency Operation Centre, the Municipal Emergency Control Group under the Incident Management System may fulfill the role of a Command Advisory Team. The Command Advisory Team will provide high-level strategic and policy advice to the EOC Commander and to the Incident Management Team in the EOC. This group may be responsible for ensuring the provision and maintenance of essential services. This group may comprise representatives from a variety of agencies including police, fire, EMS, public works, municipal senior administration staff, public health, hydro, Conservation

Authorities, etc. The composition of the group will be at the discretion of Command and based upon the incident and the level of municipal response required. Individual, department and agency roles are set out in Section 6 – Emergency Roles and Responsibilities.

7. That Section 7 – EOC Command is amended by deleting the following sentences from the first paragraph **“Unified Command enables decisions to be made jointly by two or more jurisdictions that have legal responsibilities regarding an incident. The members of the Unified Command team are the designated representatives of the jurisdictions involved in the unified decision-making. In the case of Wellington County and its member municipalities Unified EOC Command will consist of the Municipal Emergency Control Group with the Heads of Council identified as the main spokespersons for Unified Command. The following is a list of the types of decisions that may be made by Unified Command in an Emergency Operation Centre:**

- **Provide advice to the Head of Council as to whether an emergency should be declared”,**

and replace with the following:

**“The following is a list of some of the decisions that may be made by Command in the EOC. These decisions may be made in consultation with the CAO and/or Command Advisory Team (MECG).”**

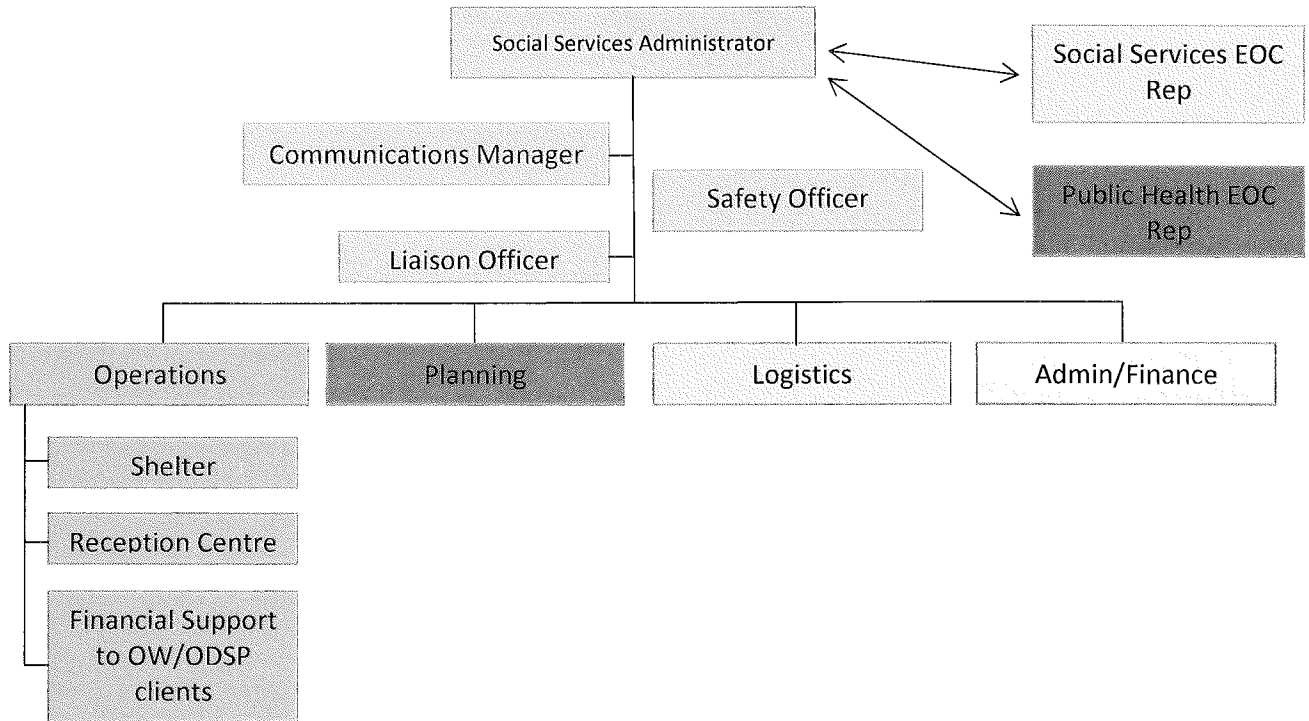
8. That Section 8.1 Telecommunications is amended by the addition of the following new paragraph.

**The use of Blackberry Messenger (BBM) chat groups may be used as a primary means of communication particularly when geography and/or weather conditions prohibit safe travel to an Emergency Operation Centre. A BBM group will be set up for each municipality in the County and should include at a minimum the following: Head of Council, CAO, Fire Chief, Public works, Treasurer, Communications, CEMC and their designated alternates where practical. The county wide BBM group may include representatives from other partner agencies and organizations as deemed necessary to provide advice and expertise to the emergency response situation. BBM conversations will form part of the legal record of the response activities and will be copied and saved for documentation purposes.**

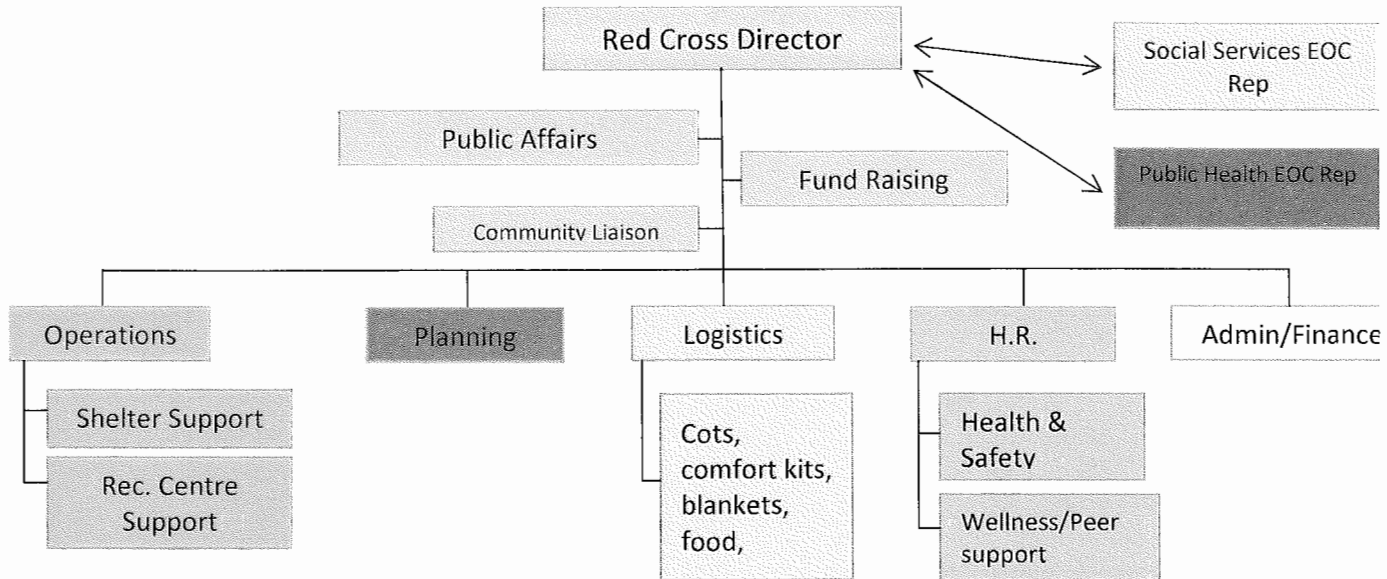
9. That Section 10.1 Host Communities is renumbered to 10.3 and the current subsection 10.3 - Social Services Evacuation Plan is renumbered 10.1.

10. That renumber **10.1 Social Services Evacuation Plan** is amended by the addition of the following:

The Emergency Evacuation Plan states that the Provincial Incident Management System (IMS) will be used in the operation of reception and evacuation centres. The following flow chart will be used as a guide to establish the organizational structure for the management of reception/evacuation centres in the County of Wellington.



The following flow chart outlines a possible organizational structure for Red Cross assisting in an evacuation centre wherein the MOU has been implemented by the County of Wellington.



**THE CORPORATION OF  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 72-14**

**BEING A BY-LAW TO AMEND BY-LAW NUMBER 62-11 BEING A BY-LAW TO DESIGNATE A COMMUNITY IMPROVEMENT PROJECT AREA RESPECTING THE REDEVELOPMENT, REVITALIZATION, PROSPERITY AND BEAUTIFICATION OF THE ARTHUR AND MOUNT FOREST COMMUNITIES TO INCLUDE THE KENILWORTH COMMUNITY.**

**AUTHORITY:** Planning Act, R.S.O. 1990

**WHEREAS** Section 28(2) of the *Planning Act*, R.S.O. 1990. c. P.13. s.28(2): 2006. c.23. s.14(3) provides that “where there is an Official Plan in effect in a local municipality, the Council may, by By-law, designate the whole or any part of an area covered by such an Official Plan as a community improvement project area”;

**AND WHEREAS** Section 28(2) of the *Planning Act*, a municipality or an area within a municipality, that community improvement of which, in the opinion of the Council, is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reasons”;

**AND WHEREAS** the Official Plan for the Township of Wellington North contains provisions enabling the Council of the Corporation of the Township of Wellington North to designate Community Improvement Areas, by By-law, for the purposes of preparing and undertaking a Community Improvement Plan;

**AND WHEREAS** the Council of the Corporation of the Township of Wellington North has deemed it appropriate to designate areas of the community of Kenilworth as a Community Improvement Project Area for the purposes of utilizing a Community Improvement Plan respecting the redevelopment, revitalization, prosperity and beautification of the Kenilworth community, in accordance with Section 28(2) of the *Planning Act*.

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

1. Areas of the Community of Kenilworth, as illustrated in Schedule 'A' attached hereto and forming part of this By-law, are hereby designated as the Community Improvement Project Area respecting the redevelopment, revitalization, prosperity and beautification of the Kenilworth community.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT  
MAYOR**

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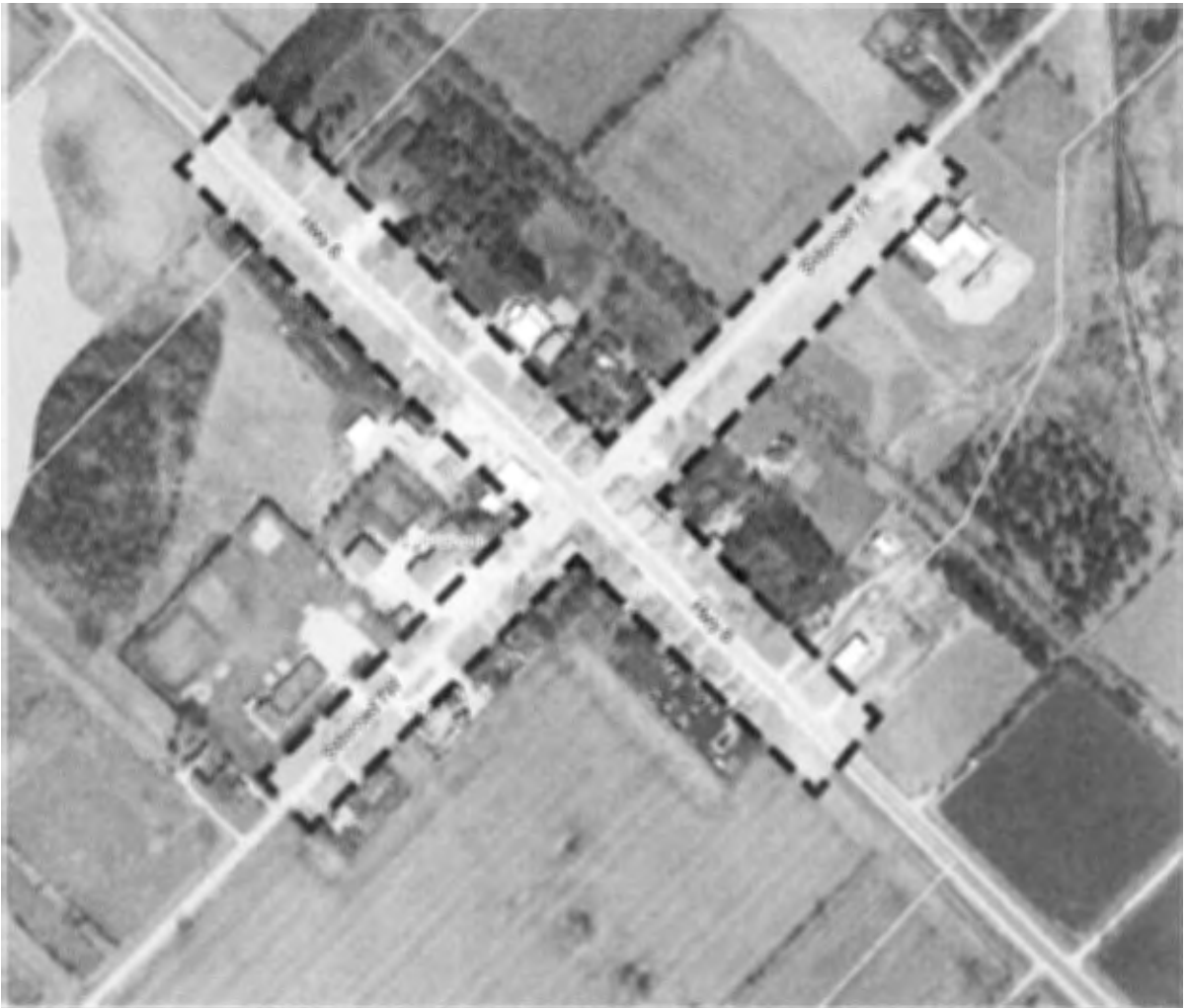
**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

**THE CORPORATION OF  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 72-14**

**SCHEDULE "A"**

The Kenilworth CIPA extends along Highway 6 between Roxanne's on the south end and the Sacred Heart Church/Lourdes Grotto on the north end; and west of the Kenilworth Public School and east of Wellington North Tire along Sideroad 7.



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

**BY-LAW NUMBER 73-14**

**BEING A BY-LAW TO APPOINT A BUILDING INSPECTOR / BY-LAW ENFORCEMENT OFFICER / PROPERTY STANDARDS OFFICER FOR THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH.**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, Section 227  
Building Code Act, 1992, S.O. 1992, Chapter 23, as amended, Section 3.

**WHEREAS** pursuant to Section 3 of the Building Code Act, 1992, S.O. 1992, Chapter 23; as amended, the Council of a municipality may appoint inspectors for the purposes of enforcing the act;

**AND WHEREAS** pursuant to Section 227 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides for the role of officers and employees of the municipality;

**AND WHEREAS** it is deemed expedient to appoint a Building Inspector / By-law Enforcement Officer / Property Standards Officer.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH** enacts as follows:

1. **THAT JONATHON M. TAYLOR** is hereby appointed as Building Inspector / By-law Enforcement Officer / Property Standards Officer for the Township of Wellington North effective September 8, 2014 the position to be known as Building Inspector / By-law Enforcement Officer / Property Standards Officer.
2. **THAT** the said **JONATHON M. TAYLOR** shall hold office during the pleasure of the Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or by By-laws are or may be conferred or imposed upon the Building Inspector / By-law Enforcement Officer / Property Standards Officer and other duties that may be imposed by Council.



**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT,  
MAYOR**

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**MICHAEL GIVENS,  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

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

**BY-LAW NUMBER 74-14**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF  
WELLINGTON NORTH (Part Lot 31, Concession 4, Geographic  
Township of West Garafraxa, 7413 Third Line – Chris and Tanja  
Checkley)**

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

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

1. THAT Schedule "A" Map 1 to By-law 66-01 is amended by changing the zoning on lands described as Part Lot 31, Concession 4, Geographic Township of West Garafraxa, as shown on Schedule "A" attached to and forming part of this By-law from:
  - **Agricultural (A) to "Agricultural Exception (A-166)**
  - **Agricultural (A) to "Agricultural Exception (A-167)**
  
2. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

<b>33.157 Part Lot 31, Con. 4 W. Garafraxa</b>	<b>A-166 Notwithstanding any other section of this by-law to the contrary, a residential dwelling shall be prohibited in this zone. Other agricultural uses, that are not accessory to a dwelling, are permitted. The Natural Environment (NE) zone is to remain unchanged.</b>
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3. THAT Section 33, Exception Zone 3 – Rural Areas, is amended by the inclusion of the following new exception:

<b>33.158</b> <b>Part Lot 10, Con.</b> <b>5</b> <b>W. Luther</b>	<b>A-158</b> <b>Notwithstanding Section 6.1.4 (b) or any other section of this by-law to the contrary, the four buildings existing on the day of passing of this by-law may have a maximum combined ground floor area of 245 m<sup>2</sup> (2637 ft<sup>2</sup>).</b>
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4. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.
5. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT,  
MAYOR**

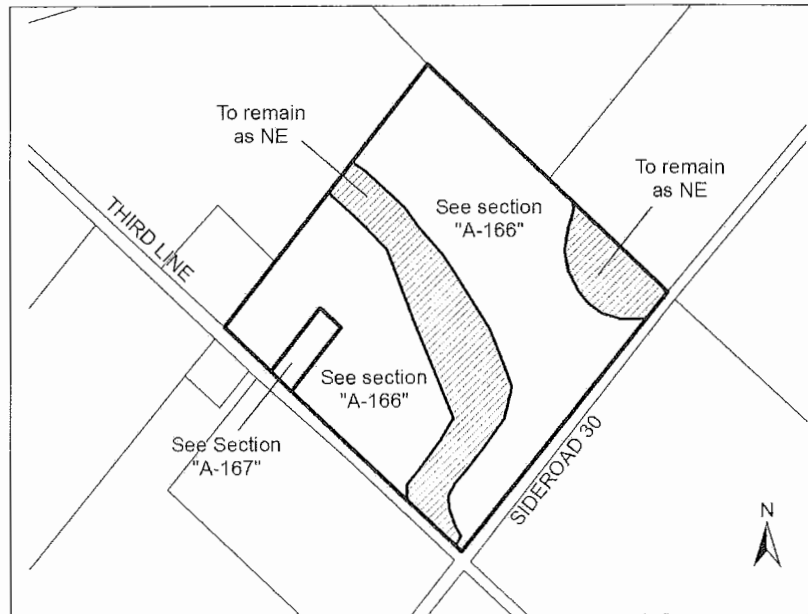
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**MICHAEL GIVENS,  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 74-14**

**Schedule "A"**



**Rezone from Agricultural (A) to Agricultural Exceptions (A-166 and A-167)**

**This is Schedule "A" to By-law No. 74-14  
Passed this 8th day of September, 2014**

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**RAYMOND TOUT  
MAYOR**

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**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

## EXPLANATORY NOTE

### BY-LAW NUMBER 74-14

**THE LOCATION** being rezoned is in Part Lot 31, Concession 4, Geographic Township of West Garafraxa, with a civic address of 7413 Third Line. The property is approximately 37.87 hectares (93.57 acres) in size and is occupied by a residence and accessory building.

**THE PURPOSE AND EFFECT** of the amendment is to rezone the subject lands to restrict any future residential development on the agricultural land (A-166) and to allow for an accessory building that exceed the maximum ground floor area on the residential portion of the lands (A-167). The rezoning will permit a 247 m<sup>2</sup> (2,637 ft<sup>2</sup>) accessory building, whereas, the by-law would only permit 102.2 m<sup>2</sup> (1,100 ft<sup>2</sup>). This rezoning is a condition of severance application B147/13, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the existing farm dwelling, and accessory building (0.87 ha. (2.14 ac.) from the remainder of the agricultural parcel (37 ha. (91 ac.).

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

**BY-LAW NUMBER 75-14**

**CARDY DRAIN REPAIR BYLAW  
2014**

**BEING** a Drain Repair By-law to provide for the repair of the Cardy Drain "A" and "B".

**WHEREAS** the Township of Wellington North is required to undertake such repairs in accordance with Section 74 and Section 75 of *The Drainage Act*, R.S.O. 1990.

**AND WHEREAS** the work done is:

Clean ditch "A" and level spoil on W½ Lot 26, Concession 5, former Township of West Garafraxa.

Clean ditch "B" and level spoil on E½ Lot 25, Concession 5, former Township of West Garafraxa.

**AND WHEREAS** the actual costs of such repairs are \$3,312.28 on Drain "A" and \$1,892.74 on Drain "B".

**AND WHEREAS** the costs of the repairs shall be assessed against all lands and roads in the watershed upstream of the point of commencement of the repair work being done, prorata with the last revised Schedule of Assessment for the respective drain;

**AND WHEREAS** the last revised Schedule of Assessment to be used for maintenance of the various drains is contained in a report by, and adopted as Township By-law No. as follows:

<u>Drain</u>	<u>Engineer/Surveyor</u>	<u>Bylaw No.</u>
Cardy Drainage Works	E. Henry Uderstadt, OLS	West Garafraxa Township 7-1973

**NOW THEREFORE** THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH enacts as follows:

1. THAT the actual costs of repair shall be prorated as outlined in Schedule "A" attached hereto;

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT,  
MAYOR**

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**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 75-14

SCHEDULE "A"

August 2014

File No. 81044, 03-089

SCHEDULE A - SCHEDULE OF ASSESSMENTS

CARDY DRAINAGE WORKS DRAIN A REPAIR  
BYLAW \_\_\_\_\_  
TOWNSHIP OF WELLINGTON NORTH

Con	Lot	1973 Owner	Current Owner	1973 Assess.	2014 Assess.	1/3 Grant	Net Actual Assess.
5	PtW½ 25	D. Cardy	D. Lennox	67	457.57	152.52	305.05
5	E½ 25	D. Cardy	D. Lennox	57	389.28	129.76	259.52
5	W½ 26	J. Henderson	L. Henderson	164	1,120.03	373.34	746.69
5	S½ E½ 26	D. Cardy	D. Cardy	90	614.65	204.88	409.77
5	N½ E½ 26	C. Louttit	Schneiders	47	320.98	106.99	213.99
Total Assessments on Lands:				425	2,902.51	967.49	1,935.02
Sideroad 25-26		Twp of West Garafraxa	Twp of Wellington North	60	409.77	0	409.77
Total Assessments on Roads:				60	409.77	0	409.77
<b>TOTAL ON CARDY DRAINAGE WORKS DRAIN A REPAIR:</b>				<b>485</b>	<b>3,312.28</b>	<b>967.49</b>	<b>2,344.79</b>

CARDY DRAINAGE WORKS DRAIN B REPAIR  
BYLAW \_\_\_\_\_  
TOWNSHIP OF WELLINGTON NORTH

Con	Lot	1973 Owner	Current Owner	1973 Assess.	2014 Assess.	1/3 Grant	Net Actual Assess.
5	N½ E½ 26	C. Louttit	Schneiders	116	467.14	155.71	311.43
5	E½ 27	C. Louttit	El Toro	271	1,091.35	363.78	727.57
5	E½ 28	A. McKecknie	Glider Club	83	334.25	111.42	222.83
<b>TOTAL ON CARDY DRAINAGE WORKS DRAIN B REPAIR:</b>				<b>470</b>	<b>1,892.74</b>	<b>630.91</b>	<b>1,261.83</b>



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

**BY-LAW NUMBER 76-14**

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN INTEGRATED MAINTENANCE AND OPERATIONS SERVICES INC. AND THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH (Connecting Link Winter Maintenance 2014/2015 Services for Mount Forest).**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 4 and 5.

**WHEREAS** Section 4 of the Municipal Act, S.O. 2001, c. 25, as amended (hereinafter called the "Act") provides that the inhabitants of every municipality are incorporated as a body corporate and Section 5 of the Act provides that the powers of a municipality shall be exercised by its council, and further, Section 8 of the Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

**AND WHEREAS** Highways 6 and 89 within the limits of the former Town of Mount Forest is under the jurisdiction of the Township of Wellington North and connects to Highway 6 and Highway 89;

**AND WHEREAS** the Ministry of Transportation has awarded the contract to provide maintenance on provincial highways in this area to Integrated Maintenance and Operations Services Inc. (IMOS)

**AND WHEREAS** Integrated Maintenance and Operations Services Inc will travel over Highway 6 and Highway 89 within the limits of the former Town of Mount Forest in order to maintain Highway 6 and Highway 89;

**AND WHEREAS** the Township of Wellington North has requested that Integrated Maintenance and Operations Services Inc provide winter maintenance services on Highway 6 and Highway 89 within the limits of the former Town of Mount Forest;

**AND WHEREAS** Integrated Maintenance and Operations Services Inc has agreed to provide such winter maintenance services on Highway 6 and Highway 89 within the limits of the former Town of Mount Forest.

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

1. That the Corporation of the Township of Wellington North enter into an agreement with Integrated Maintenance and Operations Services Inc., in substantially the same form as the agreement attached hereto as Schedule "1" (Connecting Link Winter Maintenance 2014/2015 services for Mount Forest).
2. That the Mayor and the Chief Administrative Officer/Clerk of the Corporation of the Township of Wellington North are hereby authorized and directed to execute the said agreement and all other documentation required on behalf of the Corporation.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT,  
MAYOR**

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**MICHAEL GIVENS,  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

SCHEDULE "1"

This Agreement for winter maintenance services made this \_\_\_\_\_ day of \_\_\_\_\_, 2014

**BETWEEN:**

Integrated Maintenance and Operations Services Inc.  
Operating under the name of "Owen Sound Highway Maintenance  
Limited"

(hereinafter referred to as "IMOS")

-and-

The Corporation of the Township of Wellington North

(hereinafter referred to as the "Municipality")

**WHEREAS** Highways 6 and 89 within the limits of the former Town of Mount Forest is under the jurisdiction of the Municipality and connects to Highway 6 and Highway 89;

**AND WHEREAS** IMOS will travel over Highway 6 and Highway 89 within the limits of the former Town of Mount Forest in order to maintain Highway 6 and Highway 89;

**AND WHEREAS** the Municipality has requested that IMOS provide winter maintenance services on Highway 6 and Highway 89 within the former Town of Mount Forest.

**AND WHEREAS** IMOS has agreed to provide such winter maintenance services on Highway 6 and Highway 89 within the limits of the former Town of Mount Forest upon the terms and conditions set out herein.

**NOW THEREFORE** in consideration of the covenants in this Agreement and for other good and valuable consideration (the receipt and sufficient of which are hereby acknowledged), the parties hereto agree as follows:

1. **Term:** IMOS hereby agrees to provide the winter maintenance services on Highway 6 and Highway 89 within the limits of the former Town of Mount Forest from 12:01 a.m. October 15, 2014 until 11:59 p.m. April 30, 2015.
2. **Level of Service:** IMOS hereby agrees to provide such winter maintenance services and at the level of service specified in attached Schedule "A" to this Agreement.

3. **Contacts:**

IMOS' contact shall be:

Dave Chessell, Operations Manager  
PO Box 309  
Chatsworth, ON N0H 1G0  
(519) 348-4951

The Municipality's contact shall be:

Dale Clark, Road Superintendent  
The Corporation of the Township of Wellington North  
7490 Sideroad 7 West, PO Box 125  
Kenilworth, ON N0G 2E0

4. **Indemnification:** The Municipality shall indemnify and hold harmless IMOS and its contractors, agents, their officers and employees from and against all claims, demands, losses, expenses, costs, damages, actions suits or proceedings by third parties, hereinafter called "Claims", directly or indirectly arising or alleged to arise out of the performance of or the failure to perform the services, provided such Claims are:

- a) attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property;
- b) caused by negligent acts of IMOS or its contractor or anyone for whose acts IMOS or its contractors may be liable; and,
- c) made in writing within a period of (2) years from the date that the services are completed.

5. **Insurance:** The Municipality shall maintain, in full force and effect, adequate liability insurance at all times and throughout the term of this Agreement.

6. **Payment:** The Municipality hereby agrees to pay IMOS two lump sum payments of \$13,196.50 plus HST for the winter maintenance services provided by IMOS pursuant to this Agreement. Invoices will be issued by IMOS to the Municipality on December 31<sup>st</sup>, 2014 and February 28<sup>th</sup>, 2015.

7. **Authority:** The Municipality warrants that it has taken all necessary steps, done all acts, passed all by-laws and obtained all approvals required to give it the authority to enter into this Agreement.

**IN WITNESS WHEREOF** IMOS and the Municipality, by their duly authorized representatives, have hereunto set their signatures on the dates herein written below.

IMOS

The Corporation of the Township of  
Wellington North

\_\_\_\_\_  
Dave Chessell, Operations Manager  
Integrated Maintenance and Operations  
Services Inc.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Schedule 'A'

IMOS agrees to attempt to maintain one lane in each direction of the Municipality's Connecting Link as a Class 2 Highway in accordance with the Ministry of Transportation's Maintenance Quality Standards 701. The following points also form part of this agreement:

1. The agreement must be renewed annually. IMOS cannot guarantee that the work can be undertaken in subsequent years and will notify the municipality as soon as possible if unable to provide future service.
2. The level of service will include patrolling, plowing, sanding and salting.
3. Snow removal adjacent to the through lanes will not be included in this agreement.

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

**BY-LAW NUMBER 77-14**

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN INTEGRATED MAINTENANCE AND OPERATIONS SERVICES INC. AND THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH (Connecting Link Winter Maintenance 2014/2015 Services for Arthur).**

**AUTHORITY:** Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 4 and 5.

**WHEREAS** Section 4 of the Municipal Act, S.O. 2001, c. 25, as amended (hereinafter called the "Act") provides that the inhabitants of every municipality are incorporated as a body corporate and Section 5 of the Act provides that the powers of a municipality shall be exercised by its council, and further, Section 8 of the Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

**AND WHEREAS** Highway 6 within the limits of the former Village of Arthur is under the jurisdiction of the Township of Wellington North and connects to Highway 6;

**AND WHEREAS** the Ministry of Transportation has awarded the contract to provide maintenance on provincial highways in this area to Integrated Maintenance and Operations Services Inc. (IMOS)

**AND WHEREAS** Integrated Maintenance and Operations Services Inc will travel over Highway 6 within the limits of the former Village of Arthur in order to maintain Highway 6;

**AND WHEREAS** the Township of Wellington North has requested that Integrated Maintenance and Operations Services Inc provide winter maintenance services on Highway 6 within the limits of the former Village of Arthur;

**AND WHEREAS** Integrated Maintenance and Operations Services Inc has agreed to provide such winter maintenance services on Highway 6 within the limits of the former Village of Arthur.

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

1. That the Corporation of the Township of Wellington North enter into an agreement with Integrated Maintenance and Operations Services Inc., in substantially the same form as the agreement attached hereto as Schedule "1" (Connecting Link Winter Maintenance 2014/2015 services for Arthur).
2. That the Mayor and the Chief Administrative Officer/Clerk of the Corporation of the Township of Wellington North are hereby authorized and directed to execute the said agreement and all other documentation required on behalf of the Corporation.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8TH DAY OF SEPTEMBER, 2014.**

---

**RAYMOND TOUT,  
MAYOR**

---

**MICHAEL GIVENS,  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 77-14  
SCHEDULE "1"

This Agreement for winter maintenance services made this \_\_\_\_ day of \_\_\_\_\_, 2014

**BETWEEN:**

Integrated Maintenance and Operations Services Inc.  
Operating under the name of "Owen Sound Highway Maintenance  
Limited"

(hereinafter referred to as "IMOS")

-and-

The Corporation of the Township of Wellington North

(hereinafter referred to as the "Municipality")

**WHEREAS** Highway 6 within the limits of the former Town of Arthur is under the jurisdiction of the Municipality and connects to Highway 6;

**AND WHEREAS** IMOS will travel over Highway 6 within the limits of the former Town of Arthur in order to maintain Highway 6;

**AND WHEREAS** the Municipality has requested that IMOS provide winter maintenance services on Highway 6 within the limits of the former Town of Arthur.

**AND WHEREAS** IMOS has agreed to provide such winter maintenance services on Highway 6 within the limits of the former Town of Arthur upon the terms and conditions set out herein.

**NOW THEREFORE** in consideration of the covenants in this Agreement and for other good and valuable consideration (the receipt and sufficient of which are hereby acknowledged), the parties hereto agree as follows:

1. **Term:** IMOS hereby agrees to provide the winter maintenance services on Highway 6 within the limits of the former Town of Arthur from 12:01 a.m. October 15, 2014 until 11:59 p.m. April 30, 2015.
2. **Level of Service:** IMOS hereby agrees to provide such winter maintenance services and at the level of service specified in attached Schedule "A" to this Agreement.

3. **Contacts:**

IMOS' contact shall be:

Dave Chessell, Operations Manager  
PO Box 309  
Chatsworth, ON N0H 1G0  
(519) 348-4951

The Municipality's contact shall be:

Dale Clark, Road Superintendent  
The Corporation of the Township of Wellington North  
7490 Sideroad 7 West, PO Box 125  
Kenilworth, ON N0G 2E0



4. **Indemnification:** The Municipality shall indemnify and hold harmless IMOS and its contractors, agents, their officers and employees from and against all claims, demands, losses, expenses, costs, damages, actions suits or proceedings by third parties, hereinafter called "Claims", directly or indirectly arising or alleged to arise out of the performance of or the failure to perform the services, provided such Claims are:

- a) attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property;
- b) caused by negligent acts of IMOS or its contractor or anyone for whose acts IMOS or its contractors may be liable; and,
- c) made in writing within a period of (2) years from the date that the services are completed.

5. **Insurance:** The Municipality shall maintain, in full force and effect, adequate liability insurance at all times and throughout the term of this Agreement.

6. **Payment:** The Municipality hereby agrees to pay IMOS two lump sum payments of \$3,664.00 plus HST for the winter maintenance services provided by IMOS pursuant to this Agreement. Invoices will be issued by IMOS to the Municipality on December 31<sup>st</sup>, 2014 and February 28<sup>th</sup>, 2015.

7. **Authority:** The Municipality warrants that it has taken all necessary steps, done all acts, passed all by-laws and obtained all approvals required to give it the authority to enter into this Agreement.

**IN WITNESS WHEREOF** IMOS and the Municipality, by their duly authorized representatives, have hereunto set their signatures on the dates herein written below.

IMOS

The Corporation of the Township of Wellington North

\_\_\_\_\_  
Dave Chessell, Operations Manager  
Integrated Maintenance and Operations  
Services Inc.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

### Schedule 'A'

IMOS agrees to attempt to maintain one lane in each direction of the Municipality's Connecting Link as a Class 2 Highway in accordance with the Ministry of Transportation's Maintenance Quality Standards 701. The following points also form part of this agreement:

1. The agreement must be renewed annually. IMOS cannot guarantee that the work can be undertaken in subsequent years and will notify the municipality as soon as possible if unable to provide future service.
2. The level of service will include patrolling, plowing, sanding and salting.
3. Snow removal adjacent to the through lanes will not be included in this agreement.

## Cathy Conrad

---

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August 14, 2014

### **In This Issue**

- Webinar on how to stimulate energy conservation in your municipality.
- LAS and RealTerm light up London at 2014 AMO Conference.
- One Investment Program lunch at 2014 AMO Conference.
- Learn how to utilize investments for your municipal future.
- Towards Coordinated Rural Transportation: A Resource Document.
- Creating a food truck friendly community.
- Career opportunities with Tillsonburg and York Region.

### **Provincial Matters**

The OPA will be hosting an [information webinar](#) on the [Conservation First Framework](#) on Tuesday, August 26 at 2:00 p.m. (ET). A tool kit for developing conservation demand models was released July 31. For more information on how you can participate in the webinar, contact [info@powerauthority.on.ca](mailto:info@powerauthority.on.ca).

### **Eye on AMO/LAS Events**

[Join LAS and RealTerm Energy](#) as they light up London Sunday, August 17th at 10 pm. LAS and RTE will be showcasing the King LED streetlight installation, network and much more.

On Tuesday, August 19th, LAS and MFOA will be hosting a Learning Lunch on the value of professional investment management for long-term success. The lunch is from 12:00 - 1:15 pm in the Hilton's Windsor Club. Initially by invitation only, LAS has secured 10 additional tickets to distribute at the [2014 AMO Conference](#). Delegates interested in attending, please visit Booth #500 in the Exhibit Hall.

The first [LAS/MFOA Investment Session](#) is less than one month away. These low cost sessions start September 11th in Brantford, followed by stops in Kingston, London, Orillia and Thunder Bay. Visit the investment workshop page for dates, details, and registration information.

### **Municipal Matters**

The [Rural Ontario Institute](#) has released a [report](#) that details the benefits of cost-shared transportation models, outlines challenges and potential solutions, and identifies opportunities of using cost-effective transportation models that meet the growing needs of residents in rural areas.

The Economic Developers Council of Ontario in partnership with the Ontario Culinary Tourism Alliance are hosting a [food truck workshop](#) on September 4 in Hamilton. Learn from municipalities across Canada that have supported food trucks as an economic driver in their communities through pilot projects, municipal regulations and special events.

## Career Opportunities

Roads Manager - Town of Tillsonburg. Please submit your resume, with posting number HR 50.13 in the subject line, by 4:30 p.m., Friday, August 29, 2014, to: HR Manager, 200 Broadway, 2nd Floor, Tillsonburg, ON N4G 5N1. Fax: 519.842.9431; email: [jobs@tillsonburg.ca](mailto:jobs@tillsonburg.ca).

Senior Policy Analyst #16321 - York Region. Location: Community & Health Services Dept., Strategies & Partnerships Branch, Newmarket. Please apply online by August 20, 2014, quoting competition #16321.

## About AMO

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

## AMO Contacts

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

OMKN Ontario Municipal Knowledge Network

Media Inquiries, Tel: 416.729.5425


Municipal Wire, Career/Employment and Council Resolution Distributions

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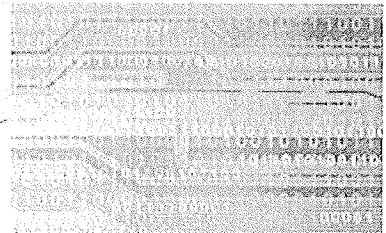
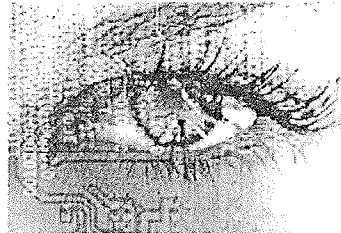
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August 21, 2014

**In This Issue**

- A conversation with Hazel McCallion.
- Nik Nanos at 2014 AMO Conference.
- Remarks at 2014 AMO Annual Conference.
- P.J. Marshall Award Winners.
- AMO Gas Tax Award Winners.
- Career opportunity with Ontario Public Service.

**2014 AMO Conference Edition**

Brian Lambie, President of Redbrick Communications, sits down for a [conversation with Mississauga Mayor Hazel McCallion](#) at the Association of Municipalities of Ontario's (AMO) Annual AGM and Conference in London, Ontario on August 19, 2014. Hear Hazel's thoughts as she looks back on her more than 40-year run in municipal politics.

Using municipally generated research, [Nik Nanos evaluates](#) political, economic and social forces and explores how these forces influence government relations strategies, resources and priorities for government, and importantly, municipal governments and their communities.

Over 1500 delegates attended the 2014 Annual AMO Conference. Read remarks by the [Honourable Kathleen Wynne](#), Premier of Ontario, [AMO President Russ Powers](#), [Ernie Hardeman, MPP, Oxford, PC Ontario](#) and [Catherine Fife, MPP, Kitchener-Waterloo, Ontario NDP](#). Watch for the 2014 Conference Proceedings in the coming weeks.

The [County of Simcoe](#), the [Town of Georgian Bluffs](#) and the [Township of Chatsworth](#), the [Town of Deseronto](#) and the [Town of Goderich](#) each received a P.J. Marshall Award for Innovation on stage at the 2014 AMO Annual Conference.

The [City of London](#) and the [Town of Collingwood](#) each received an AMO Gas Tax Award on stage at the 2014 AMO Annual Conference. The [Region of Durham](#) also received an honourable mention.

**Career Opportunities**

[Senior Economic Analyst - Ontario Public Service](#). Location: Special Purpose Business Property Assessment Secretariat, Toronto. Please [apply online](#), by September 3, 2014, entering Job ID 68416 in the Job ID search field and following the instructions.

**About AMO**

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**AMO Contacts**

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[Media Inquiries](#), Tel: 416.729.5425

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August 28, 2014

**In This Issue**

- Learn how to utilize investments for your municipal future.
- So You Want To Run For Council.
- Every penny counts when it comes to electricity savings.
- MEPCO presentation on key trends in pension benefits.
- 2013 MEPCO Annual Report available now.

**Eye on AMO/LAS Events**

The first [LAS/MFOA Investment Session](#) is less than one month away. These low cost sessions start September 11th in Brantford, followed by stops in Kingston, London, Orillia and Thunder Bay. Visit the investment workshop page for dates, details, and registration information.

Just a reminder, AMO has an [on-line course](#) that will help candidates to decide whether to run for Council. Thank you to the many clerks who have promoted this course.

**LAS**

Turn fractions of a penny into significant savings with the LAS Electricity Procurement Program. Save 0.5 - 1.25 cents/kWh on facility and streetlight accounts by removing them from RPP/TOU pricing. Join 120+ Ontario municipalities that shared in over \$4 million in savings last year. [Get a free analysis today](#) and see how much your pennies add up to.

**Municipal Employer Pension Centre of Ontario (MEPCO)**

The [presentation on pension benefits](#) by James Koo (Aon Hewitt) MEPCO Actuary, at the 2014 AMO Conference, outlines key trends in public and private sector pension plan benefits as a context for securing greater sustainability in OMERS Plan operation.

MEPCO's [2013 Annual Report](#) is available now. We encourage municipalities to read the Report and learn more about MEPCO's work to achieve an affordable and sustainable OMERS Pension Plan.

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## Cathy Conrad

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September 4, 2014

### In This Issue

- Attention Clerks and Returning Officers!
- Large Renewable Procurement I RFP framework municipal webinar.
- LAS LED Streetlight Service continues to gain momentum.
- Meet your municipal energy goals with EMT & EPT from LAS.
- 2014 Peter J. Marshall Awards Announced.

### AMO Matters

October 27th is approaching fast. AMO has developed a public website that will provide instant access to election results entered by Clerks and Returning Officers. Very soon, AMO will be sending you instructions for entering your municipality's candidate information and results. Stay tuned!

### Provincial Matters

The Ontario Power Authority is hosting a [webinar for municipalities](#) to discuss a proposed [Large Renewable Procurement \(LRP I\)](#) RFP framework for the siting of future electricity infrastructure in the province. The webinar will be held on September 10, 2014.

### LAS

65 municipalities with over 34,000 fixtures have agreed to move forward with the [LAS LED Streetlight Service](#). [Contact us](#) today for a free, no obligation, savings analysis report.

LAS web-based energy software makes meeting your energy goals simple. Use the [Energy Planning Tool \(EPT\)](#) to develop 5-year CDM plans and comply with Regulation 397/11 and the [Energy Management Tool \(EMT\)](#) for real-time energy monitoring. Discover how LAS web-based energy software can save energy and money today!

### Ontario Municipal Knowledge Network (OMKN)

At the 2014 AMO Conference, this year's [Peter J. Marshall Plaque Award and Certificate of Merit winners](#) for innovative achievement related to a capital project or service delivery were announced.

### About AMO

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## Grand River Conservation Authority General Membership Meeting

Friday, July 25, 2014

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, July 25, 2014 at the Administration Center, Cambridge, Ontario.

**Members Present:**

J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, L. Boyko, J. Brennan, T. Cowan, J. d'Ailly, J. Haalboom\*, R. Hillier\*, R. Kelterborn, M. Laidlaw, B. Lee, F. Morison, T. Nevills, V. Prendergast, J. Ross-Zuj, P. Salter, S. Schmitt, W. Stauch, G. Wicke

**Members Regrets:**

B. Coleman, R. Deutschmann, J. Jamieson, G. Lorentz, C. Millar

**Staff:**

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, S. Lawson, S. Radoja, D. Schultz, B. Brown, F. Natolochny, B. Parrott, S. Shifflett, S. Wilbur

**Also Present:**

R. Martin, Cambridge Times

**1. Call to Order:**

J. Mitchell, Chair, called the meeting to order at 9:30 a.m.

**2. Roll Call and Certification of Quorum – 13 members constitute a quorum (1/2 of members appointed by participating municipalities)**

The Secretary-Treasurer called the roll and certified a quorum with 19 members present. A total of 21 members attended the meeting.

**3. Chair's Remarks:**

J. Mitchell welcomed members, staff and guests and made the following comments:

- The Run for the Toad training run will be held at Pinehurst Park on July 26, 2014 starting at 9:00 a.m.

- A new item was included in the agenda namely the Chief Administrative Officer's Report which will be included each month.

\*J. Haalboom joined the meeting at 9:35 a.m.

**4. Review of Agenda:**

There were no additions to, or deletions from, the agenda.

**5. Declarations of Pecuniary Interest:**

J. Haalboom declared a pecuniary interest with respect to Permit Application 304/14 – Konkrete Investments Ltd./Wynona Lands Corporation because she has a financial interest in financial interest in Wynona Lands Corporation and her spouse has an interest in Kronkrete Investments Ltd.

**6. Minutes of the Previous Meeting:**

General Membership Meeting – June 27, 2014

There were no questions or comments with respect to the minutes of the General Membership Meeting of June 27, 2014.

Moved by: J. d'Ailly  
Seconded by: P. Salter  
(Carried)

THAT the Minutes of the General Membership Meeting of June 27, 2014 be approved as circulated.

**7. Business Arising from Previous Minutes:**

None

**8. Hearing of Delegations:**

None

**9. Presentations:**

None

**10. Correspondence:**

**a) Copies for members**

- i) Multiple communications regarding Snyder's Flats.

**b) Not copied**

None

Moved by: W. Stauch  
Seconded by: V. Prendergast  
(Carried)

THAT correspondence and email communications relating to Snyder's Flats be received as information.

**11. 1<sup>st</sup> and 2<sup>nd</sup> Reading of By-Laws:**

None

**12. Presentation of Reports:**

**a) GM-07-14-70 Financial Summary for the Period Ending June 30, 2014**

G. Wicke noted that two newly created positions were offset by the elimination of two positions in other departments and asked which schedules were affected by these changes. S. Radoja referred to the details which were provided on page 3 explaining that there will be a net savings in 2014 because the new positions were vacant for part of the year.

**Resolution 86-14**

Moved by: L. Armstrong  
Seconded by: S. Schmitt  
(Carried)

THAT the Financial Summary for the Period Ending June 30, 2014 be approved.

\*R. Hillier joined the meeting at 9:40 a.m.

**b) GM-07-14-71 Volunteer Program**

There were no questions or comments with respect to this report.

**Resolution 87-14**

Moved by: L. Boyko  
Seconded by: L. Armstrong  
(Carried)

THAT a \$273,800 grant from the Ontario Trillium Foundation be accepted to establish a formalized volunteer program at Grand River Conservation Authority.

**c) GM-07-14-72 Chief Administrative Officer's Report**

J. Farwell said it is his intention to present this report each month to provide a summary of activities at GRCA. He also said that if there was an item in his report for which the members wished further information a more formal report could be presented at a future meeting. M. Laidlaw thanked him for preparing the report and indicated appreciation for the information. T. Cowan agreed with M. Laidlaw and asked when the members could expect an update with respect to the Emerald Ash Borer (EAB) situation. He asked if there was an EAB trap in one of the trees in front of the Administration Centre. J. Farwell confirmed that the item was an EAB trap. He said that staff have been dealing with ice storm damaged trees. He confirmed that a report updating the

members with respect to the EAB infestation would be presented in October or November, 2014.

**Resolution 88-14**

Moved by: R. Kelterborn  
 Seconded by: M. Laidlaw  
 (Carried)

THAT Report GM-07-14-72 – Chief Administrative Officer’s Report be received as information.

**d) GM-07-14-73 Five Year Forecast – 2014 – 2018**

S. Radoja reviewed the Five Year Plan and the 2015 Budget Schedule. She conducted a PowerPoint presentation indicating that:

- The GRCA 2014 budget is approximately \$29.5 million.
- The budget consists of three main categories: Operating Budget, Capital Budget and Special Projects.
- Major assumptions in the five year forecast include: continued operation of existing programs; increase in compensation and benefits at the rate of 2.25%; property tax increase of 3%; Admin and operating increase of 2%; water control structure capital expenses being held constant; and park capital expenses being held constant.
- The five year forecast relating to EAB expenses is \$4 million – it is assumed that reserves will be used to fund expenditures and that the province will approve use of the Land Sale Proceeds reserve.
- Not all 2015 special projects are known at the present time.
- Source Protection Planning (SPP) funding is committed to March, 2015 – elements of the planning phase are being undertaken during 2014 – the 2015 to 2018 amounts relate to the implementation phase.
- The forecasted 2015 budget is \$27,945,025.
- A net decrease of \$2.4 million is expected in reserves over the five year period.
- Forecasted general municipal levy increases are 2.5% to 4.8% over the five year period.

L. Boyko reminded the members of previous concerns that the province was not going to fund SPP implementation. He said it is the province’s responsibility to do so. J. Farwell said that is the purpose of including the figures in the five year forecast and staff intends to do only what the province funds.

J. Mitchell said that there are 74 vulnerable wells in the Township of North Dumfries that may affect the City of Cambridge water supply.

W. Stauch commended S. Radoja on her informative and thorough presentation.

M. Laidlaw referred to EAB savings and asked if they would be offset by ice storm costs. S. Radoja said the forecast has been prepared on the basis that funding of ice storm costs will come from the Provincial Ice Storm Assistance Program. M. Laidlaw referred to the forecasted 2% increase in Admin and Operating costs. She asked if that increase included hydro costs. S. Radoja answered in the affirmative. M. Laidlaw said that she felt it was optimistic if staff thought the cost of energy would only go up by 2%. S. Radoja answered that she felt that other costs would be reduced and she was comfortable with that assumption. M. Laidlaw asked if staff had ever considered solar panels on GRCA buildings. J. Farwell said that staff have concentrated on hydro production at GRCA dams but they could investigate solar power.

J. d'Ailly noted the forecasted amounts for EAB are quite large. He asked what the staff rationale was for this being the case. J. Farwell answered that public safety was a fundamental consideration because of GRCA's leased cottage lots and public parks. He said that staff have a classification system and will provide details of the forecasted amounts when the update report is presented.

**Resolution 89-14**

Moved by: J. Brennan  
 Seconded by: J. d'Ailly  
 (Carried)

THAT Report GM-07-14-73 – Five Year Forecast – 2014 – 2018 be received as information.

**e) GM-07-14-74 Cash and Investments Status Report as at June 30, 2014**

There were no questions or comments with respect to this report.

**Resolution 90-14**

Moved by: J. Ross-Zuj  
 Seconded by: L. Boyko  
 (Carried)

THAT Report GM-07-14-74 – Cash and Investments Status Report as at June 30, 2014 be received as information.

**f) GM-07-14-75 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation**

J. Mitchell reminded the members that Permit Application 304/14 would be excluded from the first vote because of the pecuniary interest declared by J. Haalboom.

G. Wicke referred to Permit Application 272/14 – Graham and Adla Stickler. He noted that the project involved the installation of a septic system “within the regulated allowance of the stream valley”. He asked how a septic system could be installed in the stream valley. B. Brown said the installation is not beside the stream, it is adjacent to the valley and there is a sufficient buffer to the stream. G. Wicke referred to Permit Application 147/14 – Grand River Conservation Authority and asked why a channel was being constructed. B. Brown said the location is in the Conestogo River through Drayton.

She said that there is a sediment issue and the channel will wash the sediment downstream.

M. Laidlaw referred to Permit Application 284/14 – Keith Switzer and noted that the project involved the construction of a garage six metres from a wetland. She asked if this was acceptable. B. Brown responded in the affirmative and said that because of the location of existing buildings on the property the garage could not be constructed further from the wetland.

L. Boyko referred to Permit Application 245/14 – James Kaspersetz noting that the project involves restoration of a wetland 50 metres from a wetland. He asked if the applicant was adding onto a wetland. B. Brown answered that the existing wetland is on the adjacent property. L. Boyko noted that this is a Ducks Unlimited project and asked if the applicant was the agent for Ducks Unlimited. B. Brown said that the applicant is the property owner.

J. Mitchell called for the vote excluding permit Application 304/14.

**Resolution 91-14**

Moved by: M. Laidlaw

Seconded by: T. Nevills

(Carried)

THAT Report GM-07-14-75 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation excluding Permit Application 304/14 – Konkrete Investments Ltd./Wynona Lands Corporation be received as information.

J. Mitchell called for the vote with respect to Permit Application 304/14. J. Haalboom did not vote.

**Resolution 92-14**

Moved by: R. Kelterborn

Seconded by: S. Schmitt

(Carried)

THAT Report GM-07-14-75 – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation as it relates to Permit Application 304/14 – Konkrete Investments Ltd./Wynona Lands Corporation be received as information.

**g) GM-07-14-76 Environmental Assessments**

There were no questions or comments with respect to this report.

**Resolution 93-14**

Moved by: B. Banbury

Seconded by: P. Salter

(Carried)



THAT Report GM-07-14-76 – Environmental Assessments be received as information.

**h) GM-07-14-77 Bruce Gowland Violation – 204132 County Road 10-9, East Garafraxa Township**

G. Wicke referred to the financial implications noting that legal fees in the amount of \$55,000 were incurred. He asked if it was possible to get a report from other Conservation Authority's to see what their costs are for enforcement. He also said that GRCA pursues enforcement and this benefits the other Conservation Authorities but it is not getting anything from them. J. Mitchell said this issue comes up at Conservation Ontario and other Conservation Authorities have large expenses as well. J. Farwell said he could ask Conservation Ontario to put together some statistics regarding the costs of enforcement for other Conservation Authorities.

M. Laidlaw asked if GRCA received the fine. F. Natolochny answered that the fine was paid to the Court.

J. Brennan said that Conservation Ontario should be talking directly to the province because GRCA was enforcing its regulations. J. Mitchell said that Conservation Ontario has done so.

M. Laidlaw said GRCA should be lobbying to at least keep fines.

**Resolution 94-14**

Moved by: V. Prendergast  
 Seconded by: J. Brennan  
 (Carried)

THAT Report GM-07-14-77 – Bruce Gowland Violation – 204132 County Road 109, East Garafraxa Township be received as information.

**i) GM-07-14-78 Canadian Heritage Rivers System Ten Year Monitoring Report: 2004 – 2014**

W. Stauch said 1994 was a significant year and this is the second ten year report. He complimented staff who participated in the preparation of the report and recommended that the members read the entire report on the GRCA website.

**Resolution 95-14**

Moved by: W. Stauch  
 Seconded by: G. Wicke  
 (Carried)

THAT Report GM-07-14-78 – Canadian Heritage Rivers System Ten Year Monitoring Report: 2004 – 2014 be received as information.

**j) GM-07-14-79 Current Watershed Conditions**

S. Shifflett conducted a PowerPoint presentation indicating that:

- Precipitation in July, 2014 has been well about the long term average throughout the Grand River watershed.
- Most of the precipitation in July, 2014 occurred as part of widespread and localized storm events.
- The average air temperature at the Shand Dam climate station for July, 2014 has been over one degree cooler than the long term average.
- The level of Lake Erie is above the long term average.
- Reservoir levels at Conestogo, Luther and Guelph Dams are within the normal operating range for this time of year while the Shand Dam reservoir level is slightly above the normal operating range.
- Cool water temperatures and higher than normal river flows have resulted in dissolved oxygen levels that have generally met guidelines at most stations in the Grand and Speed rivers.
- Water stored in the reservoirs is being used to augment flow in downstream river reaches.
- Environment Canada forecasts above normal temperatures and normal precipitation for the July to September, 2014 period for southern Ontario.
- The Ministry of Natural Resources has offered to provide a real time snow water equivalent sensor to GRCA – the sensor will be installed at Luther Dam and will compliment snow survey information.

**Resolution 96-14**

Moved by: L. Armstrong  
 Seconded by: T. Nevills  
 (Carried)

THAT Report GM-07-14-79 – Current Watershed Conditions as of July 21, 2014 be received as information.

**13. Committee of the Whole:**

None

**14. General Business:**

None

**15. 3<sup>rd</sup> Reading of By-Laws:**

None

**16. Other Business:**

None

**17. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2014)**

**Resolution 97-14**

Moved by: J. d'Ailly  
 Seconded by: L. Boyko  
 (Carried)

THAT the meeting adjourn into closed session to discuss a property disposition.

The meeting adjourned at 10:30 a.m.

The meeting reconvened at 10:35 a.m.

**a) GM-07-14-80 Property Disposition – City of Kitchener (confidential)**

**Resolution 98-14**

Moved by: L. Boyko  
 Seconded by: J. d'Ailly  
 (Carried)

IN ORDER TO FURTHER THE OBJECTS of the Grand River Conservation Authority by raising funds through the disposition of surplus lands;

THEREFORE BE IT RESOLVED THAT the Grand River Conservation Authority declare surplus approximately 0.08 hectares (0.20) acres) of land legally described as Part Lot 11, Beasley's Broken Front Concession, City of Kitchener, Regional Municipality of Waterloo to be more particularly described on a Reference Plan to be deposited.

**18. Next Meetings:**

- General Membership Meeting  
 Friday, August 22, 2014 – 9:30 a.m.  
 Auditorium/Boardroom, Administration Centre, Cambridge
- General Membership/Special Budget Meeting  
 Thursday, September 11, 2014 – 9:30 a.m.  
 Auditorium/Boardroom, Administration Centre, Cambridge
- General Membership Meeting  
 Friday, September 26, 2014 – 9:30 a.m.  
 Auditorium/Boardroom, Administration Centre, Cambridge

**19. Adjourn**

The meeting adjourned at 10:40 a.m.

**20. Grand River Source Protection Authority Meeting (if required)**


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Chair

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Secretary-Treasurer



FOR IMMEDIATE RELEASE  
August 19, 2014

## **Liberals ignore municipalities' calls for liability reform: Pettapiece**

(Perth-Wellington) – There will be no relief from rising insurance premiums for municipalities, the government announced today.

During the annual Association of Municipalities of Ontario (AMO) conference, today Premier Wynne announced that her government will not be introducing any joint and several liability reform measures.

"I am extremely disappointed that the government has refused to take any action to assist municipalities on this issue," said Pettapiece following the Premier's announcement.

Pettapiece has been pushing the provincial government to reform the joint and several liability model – an issue driving up municipal insurance premiums and, in turn, property taxes.

AMO President Russ Powers stressed the need for reform in his opening speech: "We need to regain control over insurance costs by placing fair and reasonable limits on municipal liability. This week the Ontario government informed AMO that it would not act on this."

Under the current joint and several liability model, if two or more parties are found at fault or negligent in a lawsuit, damages can be recovered from any defendant, even if the party is deemed only one percent responsible. This is putting municipalities on the hook when other defendants lack the ability to pay.

In February, Pettapiece introduced a private member's motion, passed by all parties, calling for reform. His motion won statements of support from the Association of Municipalities of Ontario (AMO), the Insurance Bureau of Canada, insurance brokers, and over 210 municipalities across Ontario.

He followed up by briefing the Attorney General upon her appointment in March, and asking for updates during question periods in April and July. In her July response to the legislature, Minister Meilleur stated: "At my ministry, the Ministry of the Attorney General, and in the legal community, two options are under consideration. One of the models is modification of joint and several liability... another model will limit municipal liability for negligence in road maintenance to two times the proportion of damage."

Despite extended government consultations and efforts by municipalities, insurers and AMO, today's announcement signals that the government will not be adopting either of the studied models, instead maintaining the status quo, risking increased insurance rates and property taxes.

"Rising insurance premiums have been an issue since I was a councillor in North Perth," stated Pettapiece. "It is unacceptable that after years of consultation, the government still refuses to reform the current system."

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

**BY-LAW NUMBER 78-14**

**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  
SEPTEMBER 8, 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 September 8, 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 8TH DAY OF SEPTEMBER, 2014.**

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**RAYMOND TOUT  
MAYOR**

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**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER/CLERK**

## MEETINGS, NOTICES, ANNOUNCEMENTS

Tuesday, September 9, 2014	Recreation and Culture Committee	8:30 a.m.
Thursday, September 11, 2014	Economic Development Committee	6:00 p.m.
Tuesday, September 16, 2014	Public Works Committee	8:30 a.m.
Monday, September 29, 2014	Public Meeting	7:00 p.m.
Monday, September 29, 2014	Regular Council Meeting	Following Public Meeting

**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**