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# Regular Meeting of Council

Monday, December 7, 2015

7:00 p.m.

Municipal Office Council Chambers, Kenilworth

## AGENDA

AGENDA ITEM	PAGE NO.
<b><u>CALLING TO ORDER</u></b>	
- Mayor Lennox	
<b><u>SINGING OF O' CANADA</u></b>	
<b><u>PASSING AND ACCEPTANCE OF AGENDA</u></b>	
<b><u>DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF</u></b>	
<b><u>MINUTES OF PREVIOUS MEETING(S)</u></b>	
Regular Meeting of Council, November 23, 2015	001
<b><u>BUSINESS ARISING FROM MINUTES</u></b>	
<b><u>PRESENTATIONS</u></b>	
Gary Scandlan, C.N. Watston and Associates - Water and Wastewater Rate Study	

<b>AGENDA ITEM</b>	<b>PAGE NO.</b>
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Bob Armstrong - Sunday Gun Hunt	013
<b><u>STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS</u></b>	
Report from Karren Wallace, Clerk - CLK 2015-060 being a report regarding the 2015 Ward 3 By-election held November 16, 2015	016
Report from Karren Wallace, Clerk - CLK 2015-061 being a report to consider the Engineer's Report for the proposed drainage works	022
Report from Karren Wallace, Clerk - CLK 2015-063 being a report on Consent Application for B109/15 (Roesink Crijns) known as Part Lot 21, Concession 6, formerly Arthur Township) now Township of Wellington North	025
Report from Karren Wallace, Clerk and Dave Guilbault, Fire Chief - CLK 2015-064 / FIRE 2015-009 being a report to update Report CLK 2015-053 Fees and Charges By-law to reflect increased Ministry of Transportation rates regarding emergency response	030
Report from Matthew Aston, Director of Public Works - PW 2015-090 being a report on the Township's Drinking Water Quality Management System Annual Management Meeting	033
Report from Matthew Aston, Director of Public Works and Paul Dowber, Treasurer - PW 2015-095 being a report on Water and Sanitary Fees and Charges	035
Darren Jones, Chief Building Official - CBO 2015-18 Building Permit Review period ending November 30, 2015	041
Cultural Roundtable Committee - Minutes, November 19, 2015	044

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 <b><u>CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION</u></b>	
Ministry of Municipal Affairs and Housing - OGRA/ROMA Delegation form	059
 <b><u>BY-LAWS</u></b>	
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<b>By-law Number 086-15</b> being a by-law of the Corporation of the Township of Wellington North to provide for drainage works in the Township of Wellington North for Drain 64	062
<b>By-law Number 087-15</b> being a by-law to establish the fees and charges for recreation services provided by the municipality	064
<b>By-law Number 088-15</b> being a by-law to establish fees and charges for various services provided by the municipality	072
<b>By-law Number 089-15</b> being a by-law to establish the fees and charges for water and sewer services provided by the municipality	083
 <b><u>ITEMS FOR COUNCIL'S INFORMATION</u></b>	
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- November 26, 2015	088

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Municipality of Neebing - Resolution 2015-09-339 regarding Police Services Act consultation	097
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Sussman’s of Arthur Ltd. - Thank you for plaque dedicating and renaming Arthur Municipal Building as David M. Kozinets Centre	102
Sunday Gun Hunt Opposition - Terence Rothwell, P.Eng., Rothwell Family Farm and Apple Orchard, Wagram Corporation, correspondence dated November 23, 2015	103
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 <b><u>CULTURAL MOMENT</u></b>	
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AGENDA ITEM	PAGE NO.
<p><b><u>CLOSED MEETING SESSION</u></b></p> <p>Pursuant to Section 239(2) of the Municipal Act, 2001, specifically:</p> <ul style="list-style-type: none"><li>(d) labour relations or employee negotiations;</li><li>(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and</li><li>(b) personal matters about an identifiable individual, including municipal or local board employees</li></ul> <p><b><u>CONFIRMING BY-LAW NUMBER 090-15 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></b></p> <p><b><u>ADJOURNMENT</u></b></p>	<p>105</p>

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
NOVEMBER 23, 2015 – 7:00 P.M.**

001

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

**Members Present:**

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

**Staff Present:**

**Clerk:** Karren Wallace  
**Executive Assistant:** Cathy Conrad  
**Director of Public Works:** Matthew Aston  
**Treasurer:** Paul Dowber  
**Director of Recreation Parks and Facilities:** Barry Lavers  
**Tourism, Marketing, Promotion Manager:** April Marshall

**Absent:**

**CAO/Deputy Clerk:** Michael Givens

**CALLING THE MEETING TO ORDER**

Mayor Lennox called the meeting to order.

**SINGING OF O' CANADA**

**DECLARATION OF OFFICE BY LISA HERN**

To be administered by Clerk, Karren Wallace

**COUNCILLORS HERN'S INTRODUCTORY COMMENTS**

See addendum #1 attached to minutes.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION 2015-507**

**Moved by:** Councillor Hern

**Seconded by:** Councillor Burke

*THAT the Agenda for the November 23, 2015 Regular Meeting of Council be accepted and passed.*

**CARRIED**

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

No pecuniary interest declared.

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**MINUTES OF PREVIOUS MEETING(S)**

Mayor Lennox provided comments regarding the conduct of delegations; a copy of which were posted on the Township website.

**RESOLUTION 2015-508**

**Moved by:** Councillor Burke

**Seconded by:** Councillor Hern

*THAT the minutes of the Public Meeting and the Regular Meeting of Council held on November 9, 2015 be adopted as circulated.*

**CARRIED**

**BUSINESS ARISING FROM MINUTES**

No business arising from minutes was tabled.

**PRESENTATIONS**

Sarah Bowers-Peter, Program Coordinator, Guelph Wellington Crime Stoppers

- Decal Program - Presentation of decals for use on Township vehicles

Ms. Bowers-Peter appeared before Council to discuss Crime Stoppers decals for use on Township vehicles; noting the decals are free of charge, highly visible and very durable. By placing the decals on multiple vehicles Crime Stopper is able to promote the organization.

**DELEGATIONS**

Wayne Hendry

- Sunday Gun Hunt

Mr. Hendry appeared before Council to support Sunday gun hunting in Wellington North requesting Wellington North to allow Sunday gun hunting on a trial basis for a year.

Joel Tost

- Sunday Gun Hunt

Mr. Tost was unable to attend. Councillor McCabe read comments provided by Mr. Tost (attached as addendum #2)

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

Wellington North Fire Service

- Communiqué, #024, November 14, 2015

**THE CORPORATION OF THE**  
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**RESOLUTION 2015-509**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communiqué #024 dated November 14, 2015.*

**CARRIED**

Aldo Salis, Manager of Development Planning, County of Wellington

- Planning Committee Report regarding Aggregate Resources Act Review – Blueprint for Change – PD2015-37, dated November 12, 2015

**RESOLUTION 2015-510**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive the Wellington County Planning Committee Report regarding Aggregate Resources Act Review – Blueprint for Change – PD2015-37, dated November 12, 2015.*

**CARRIED**

Report from Karren Wallace, Clerk

- CLK 2015-058 being a report regarding the appointment of members to the Township of Wellington North Court of Revision for Drain 64

**RESOLUTION 2015-511**

Moved by: Councillor Burke

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report CLK 2015-058 being a report regarding the Appointment of members to the Township of Wellington North Court of Revision for Drain 64;*

*AND FURTHER THAT Council of the Township of Wellington North recommend Councillor McCabe  
Councillor Hern, and  
Councillor Burke*

*sit on the Township of Wellington North Court of Revision for Drain 64.*

*AND FURTHER THAT staff be directed to prepare and present the Township of Wellington North Court of Revision appointment by-law at the December 7, 2015 meeting of Council.*

**CARRIED**

Report from Karren Wallace, Clerk

- CLK 2015-059 being a report regarding the dates of Regular Council Meetings for 2016



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**RESOLUTION 2015-512**

Moved by: Councillor Hern

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2015-059 being a report regarding the dates of regular Council meetings for 2016 be received.*

*AND FURTHER THAT Council of the Township of Wellington North approve the dates as contained in this report on Schedule A.*

**CARRIED**

Report from Matthew Aston, Director of Public Works

- PW 2015-089 being a report on brush pick-up and brush drop-off services

**RESOLUTION 2015-513**

Moved by: Councillor Hern

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive for information Report PW 2015-089 being a report on brush pick-up and brush drop off services.*

**CARRIED**

Report from Matthew Aston, Director of Public Works and Paul Dowber, Treasurer

- PW 2015-088 being a report on New Connecting Link Funding Program

**RESOLUTION 2015-514**

Moved by: Councillor Hern

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report PW 2015-088 being a report on the new connecting link funding program;*

*AND FURTHER THAT the Council of the Township of Wellington North direct staff to apply for connecting link funding for the Queen Street East (Highway 89) project between the west-side of Bridge 516 and Egremont Street.*

**CARRIED**

Report from Dale Small, Economic Development Officer

- EDO 2015-42 Community Improvement Program

**RESOLUTION 2015-515**

Moved by: Councillor Hern

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2015-42 being a report on the Township of Wellington North Community Improvement Program;*

*AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve a one-time grant of \$2,500 and an interest free loan of \$2,500 to be repaid*

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005

*over five years under the Façade Improvement Grant and Loan program as a result of the improvements made to the Cover Ups building at 157 George Street in Arthur;  
AND FURTHER THAT the Council of the Corporation of the Township of Wellington North approve a one-time grant of \$2,500 under the Public Arts Grant Program to the Royal Canadian Legion Branch 134 in Mount Forest to assist with the cost of a mural to be mounted on the east wall of the Legion Building at 140 King Street West.*

**CARRIED**

Recreation & Culture Committee  
- Minutes, November 3, 2015

**RESOLUTION 2015-516**

Moved by: Councillor Hern  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation and Culture Committee meeting held on November 3, 2015.*

**CARRIED**

**RESOLUTION 2015-517**

Moved by: Councillor Hern  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North approve the 2016 Recreation Fee Schedule as recommended by the Recreation and Culture Committee.*

*AND FURTHER THAT the Clerk be directed to bring the Recreation Fees and charges by-law to the December 7, 2015 meeting of Council;*

*AND FURTHER THAT the Clerk provide notice of the Recreation Fees and Charges by-law pursuant to Notice Provision Policy 14.5.*

**CARRIED**

**RESOLUTION 2015-518**

Moved by: Councillor Hern  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North agree in principle to the Southgate Recreation Agreement proposal received November 2, 2015.*

**CARRIED**

Public Works Committee  
- Minutes, November 17, 2015

**RESOLUTION 2015-519**

Moved by: Councillor Hern  
Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Public Works Committee meeting held on November 17, 2015.*

**CARRIED**

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**RESOLUTION 2015-520**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North direct staff to bring a revised speed by-law to a future Council meeting for consideration, as recommended in report PW2015-086 Township Speed By-law received at the Public Works Committee meeting held on November 17, 2015.*

**CARRIED**

Economic Development Committee

- Minutes, November 18, 2015
- Communications Policy

**RESOLUTION 2015-521**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Economic Development Committee meeting held on November 18, 2015.*

**CARRIED**

**RESOLUTION 2015-522**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North direct the Tourism, Marketing & Promotion Manager to proceed with implementing the merger of The Butter Tart Trail with the Township of Southgate's Horse & Buggy Trail to create a new product: 'Butter Tarts & Buggies; Explore the Simpler Life.'*

*AND FURTHER THAT The Council of the Corporation of the Township of Wellington North continue to recognize the importance of growing our local tourism industry by building our capacity and partnering with neighbouring municipalities by creating a new lure to the region;*

*AND FURTHER THAT The Council of the Corporation of the Township of Wellington North supports the partnership with the Township of Southgate and other interested neighbouring municipalities, as recommended in report EDO 2015-39 being a report on merging of trails received at the Economic Development Committee meeting held on November 18, 2015.*

**CARRIED**

**RESOLUTION 2015-523**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North support and promote use of the Communications Plans coordinated approach to communications, as recommended in report EDO 2015-40 being a report on a Communications Plan received at the Economic Development Committee meeting held on November 18, 2015.*

**CARRIED**

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Cheque Distribution Report dated November 18, 2015

**RESOLUTION 2015-524**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated November 18, 2015.*

**CARRIED**

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

Gary Cousins, Director of Planning and Development, County of Wellington

- County Official Plan Amendment #96 – County File No.: OP-2015-05, County of Wellington – Community Improvement

**RESOLUTION 2015-525**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North direct staff to provide comments to the County of Wellington Planning Department, to the attention of Mr. Gary Cousins, Director of Planning, by November 27, 2015 regarding County Official Plan Amendment #96 – County File No.: OP-2015-05, County of Wellington – Community Improvement Plan.*

**CARRIED**

Township of Champlain

- Review of the new OPP billing model

**RESOLUTION 2015-526**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North support Resolution 2015-438 of the Township of Champlain, passed November 11, 2015, regarding review of the new OPP billing model.*

**DEFEATED**

Saugeen Valley Conservation Authority

- Request for support of correspondence regarding invasive species, Phragmites in the Saugeen Valley watershed.

**RESOLUTION 2015-527**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

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*THAT the Council of the Corporation of the Township of Wellington North support the concerns set out in the letter dated October 27, 2015 from Saugeen Valley Conservation Authority regarding invasive species, Phragmites, in the Saugeen Valley watershed.*

**CARRIED**

**BY-LAWS**

No by-laws tabled.

**ITEMS FOR COUNCIL'S INFORMATION**

AMO Watchfile

- November 5, 2015
- November 12, 2015

Ausable Bayfield Maitland Valley Source Protection Committee

- Update Report from Mark MacKenzie municipal representative

Randy Pettapiece, MPP, Perth-Wellington

- Correspondence dated November 10, 2015 regarding Lottery Licensing requirements

Ernie Hardeman, MPP, Oxford

- Local Government Week

Ministry of Citizenship, Immigration and International Trade

- Ontario Volunteer Recognition Programs, dated November 2015

The United Townships of Head, Clara & Maria

- Responsibility for auto-extrication on provincial highways, email dated November 13, 2015

Ontario Good Roads Association

- Report of the OGRA Nominating Committee

Sunday Gun Hunt Support

- Liam Franklin, email dated November 7, 2015
- Daryl Hutton, email dated November 7, 2015
- Mike David, email dated November 9, 2015
- Trish Rohrbacher, email dated November 9, 2015
- Matt Rohrbacher, email dated November 9, 2015
- Jesse Hutton, email dated November 12, 2015
- Raymond and Julia Goetz, letter dated November 17, 2015

**THE CORPORATION OF THE  
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**RESOLUTION 2015-528**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Items for Council's Information as listed in the November 23, 2015 Regular Council Meeting Agenda.*

**CARRIED**

**NOTICE OF MOTION**

No notice of motion tabled.

**ANNOUNCEMENTS**

Councillor McCabe announced that he would be taking part in the Arthur Santa Claus parade on Saturday, November 28, 2015.

Mayor Lennox reminded everyone of the following:

- Open houses regarding the brush program will be held in Arthur at the Arthur Arena, Upper Hall on December 2, 2015 from 7:00 p.m. to 8:30 p.m. and in Mount Forest at the Mount Forest Sports Complex on December 3, 2015 – Plume Room from 7:00 p.m. to 8:30 p.m.
- The Arthur Santa Claus Parade will be held Saturday, November 28, 2015 at 7:00 p.m.
- The Mount Forest Santa Claus Parade will be held Friday, December 4, 2015 at 7:00 p.m.
- The Rural Ontario Institute nominations for Youth Engagement Showcase close on Friday, November 27, 2015
- Local churches in Mount Forest hope to help with a project to bring a Syrian family to Mount Forest. Wellington North may be asked to provide administrative support such as managing donations and working with Wellington County Social Services.
- The Wellington North Strategic Plan should be finalized by the end of the year. Mayor Lennox asked Councillors to think about how to organize discussions regarding meeting the goals of the plan.

**CONFIRMING BY-LAW**

**RESOLUTION 2015-529**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT By-law Number 084-15 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 November 23, 2015 be read a First, Second and Third time and finally passed.*

**CARRIED**

**THE CORPORATION OF THE  
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010

**ADJOURNMENT**

**RESOLUTION 2015-530**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Regular Council meeting of November 23, 2015 be adjourned at 8:05 p.m.*

**CARRIED**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

NOVEMBER 23, 2015 REGULAR MEETING OF COUNCIL  
ADDENDUM #1

Good evening everyone and thank you for coming. It is an honour and privilege to represent the residents of Ward 3 and I look forward to being your councillor. This is really a whirlwind and I look forward to the guidance and patience from the rest of Council and Staff as I quickly work to absorb a lot of information.

I hope to bring a new perspective to Council, and I promise to always attempt to work to the best of my abilities to serve the wonderful folks from this ward that placed their trust in me. I am truly humbled by your support and have enjoyed meeting those of you that I didn't already know. To see such a high voter turnout in Ward 3 was encouraging.

I would also like to thank the small but wonderful group of people that supported me throughout my campaign, and my husband John and son Wyatt for your patience. Special mention should also be made of the 7 other people that campaigned for this position. It was refreshing to see such interest in municipal leadership, and those special people all deserve our recognition, as I look forward to sitting down with all of them to discuss any insights that their campaign provided.

I have 3 years work ahead of me, and that begins this evening. Thanks again, I appreciate all of the support. The people of this township are why I love Wellington North and call it home.



November 23, 2015 Regular Meeting of Council  
Addendum #2

This e-mail is to the council members of Wellington-north.

Hello my name is Joel Tost and I'm the retired Conservation Officer who was scheduled to speak at your meeting tonight. I worked as a Conservation Officer ( thirty six years) for the Department of Lands and Forests and then the Ministry of Natural Resources. During my first six years I worked out of Hespeler spending a lot of time in Wellington County especially Luther Marsh . I have attended many meetings to help councilors to decide whether to allow discharge of firearms for hunting.

Unfortunately I can't make it tonight and I'm hoping you will take into consideration the following points:

When Sunday hunting was allowed up here (Bruce and Grey Counties) in 2005 I was very worried that there may be problems and a backlash against hunters when locals and cottagers started hearing gunfire on Sundays. Much to my surprise there have been no problems of any kind, it has become a none issue in the last ten years.

If you accept Sunday hunting Welling-north will join 169 other municipal areas that allow hunters to enjoy time to pursue their recreation. Sunday shopping was brought in for the same reason, to allow those who couldn't shop on Saturday an opportunity to shop. South Bruce has just come on line and many others will follow.

If people are worried about hunters flocking to Luther Marsh on Sundays I don't believe there will be a problem. Luther Marsh will not be opened to Sunday hunting. The GRAC doesn't want it and the geography of the marsh wouldn't permit it.

Your local MNR office has recently hired another Conservation Officer and will get a second in the near future. This will free up your local officer to concentrate on Wellington -north.

There are many activities that will continue to operate in areas that have banned Sunday hunting. Target practice , trap shooting, game farms, field trials with dogs are all accompanied by the discharge of firearms. Many of my friends run their coyote hounds Sundays they just don't discharge firearms and up here they can. I'm not aware of any problems even in our Mennonite communities.

I saved the best for the last and it's very simple and important. The LANDOWNER will have the last say on who can hunt on their property and when. If they don't want a discharge of firearms on their property they simply post the property to that effect. Hunters could still access the property on an given day except Sunday and you have the enforcement personal to enforce it.

I sincerely hope you take these points into consideration tonight and I really wish I could be there to clarify or answer any questions.  
Good Luck

Sincerely  
Joel H. Tost Retired CO 239

**Subject:** Re: Sunday Hunting  
**From:** "Mark McQueen"  
**Sent:** 11/21/2015 4:53:27 PM  
**To:** "[barmstrong](#)"

I have had a hunting license and have enjoyed hunting for the past 40 years. I would like to ensure that our future hunters will be able to enjoy the same privilege. My opinion is that Sunday gun hunting will jeopardize this.

I'm not sure where Brian McRae lives but obviously he's not familiar with the Mennonite Community, which is at least 80% of the population in the rural area of Wellington North. Mr. McRae asked at a recent meeting, "If the threat of public safety does not exist from Monday to Saturday why would it be any greater on Sunday".

Well Mr. McRae, I would suggest you visit any backroad in North Wellington on a Sunday Morning. You will encounter hundreds's of horse drawn buggy's on their way to church. Please stop and think about these buggy's filled with families now traveling along the road, with six pickups (parked on both sides of a snow covered road), eight to ten hunters and three or four hounds chasing a coyote. Do you think there are any safety risks?

Recently I made my yearly route to local landowners / farmers to obtain permission to hunt on their land during the upcoming controlled deer hunt in Arthur Township. I took it upon myself to also ask their opinions of Sunday Hunting. Most of the land owners that I visited are Mennonites. The results of my small survey revealed that 100% of those asked were against Sunday hunting. If you are not welcome to hunt on 80% on the land on Sunday, the remaining 20% will be very over run with hunters. It is the land owners right to grant permission, adding the Sunday may result in losing all privileges from Monday to Saturday, that we enjoy now.

Will there be a need to add more MNR staff to patrol on Sundays?

I would encourage you to get more input from the actual landowners and not the opinions of OFAH members, who are not local landowners.

Please consider these facts and do not ruin what we already enjoy now.

Thanks,

Mark McQueen  
Southgate resident.

SUNDAY HUNTING SURVEY

FOR SUNDAY HUNTING

OPPOSED TO IT.

James Beving

Ervin Bevinger

James Martin

Norman Weber

Murray Shantz

Wayne Bowman

Aden Martin

Archer Shantz

Ervin Bevinger

Jason Shantz

Elv Bevinger

Orville Martin

Steven Bevinger

Lawrence Martin

Harold Martin

Lance Martin

Wayne Martin

Alvin Martin

Gerald Wideman

Donald Martin

William J. Kaeps



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016

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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2015-060 BEING A REPORT REGARDING THE  
2015 WARD 3 BY-ELECTION HELD NOVEMBER 16, 2015**

#### **RECOMMENDATION**

**THAT** Report CLK 2015-060 being a report regarding the 2015 Ward 3 By-election held November 16, 2015 be received.

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

CLK 2015-029 being a report on declaring the Office of Councillor for Ward 3 vacant and determining the method to fill the vacancy

CLK 2015-036 being a report on Alternate Voting Methods for the 2015 Ward 3 By-election

CLK 2015-042 being a report on the Procedures for the Alternate Voting Methods for the 2015 Ward 3 By-election

#### **BACKGROUND**

On June 22, 2015 Ward 3 Councillor Mark Goetz submitted a letter of resignation to the Clerk, effective June 30, 2015. The Council of the Corporation of the Township of Wellington North opted to use a vote by mail method, retaining DataFix to assist with the mail in ballots and the voter's list through Voter View.

The election was held on November 16, 2015 and the official results are as follows:

<b>NAME OF CANDIDATE</b>	<b>VOTES</b>
<b>CHAULK, Ross</b>	36
<b>CULP, David</b>	11
<b>DAM, Jens</b>	158
<b>HEFFERNAN, Clifford</b>	17
<b>HERN, Lisa (ELECTED)</b>	<b>170</b>
<b>MATUSINEC, John</b>	19
<b>O'NEILL, Stephen</b>	89
<b>SHEPETUNKO, G. Shep</b>	17

### STATISTICS

- 1,219 names were on the original voter's list
- 104 names were cleansed from the list-
  - date of birth missing
  - duplicate address
  - duplicate name
- 1,115 vote by mail kits were mailed
- 65 vote by mail kits were returned as having moved/no longer at that address or other reasons the majority being tenants that had moved
- 11 vote by mail kits were deleted-
  - deceased, residing at school, etc.
- 32 electors were added to the voter's list and received ballots
- 1,071 electors remained on the list and received vote by mail kits
- 37 electors received replacement ballot kits
- from the original 50 blank ballot kits 13 remain
- 517 ballots were cast
- voter turnout was 48.27%
- no ballots cast were spoiled or contested/objected to by candidates or scrutineers
- 5 ballots were returned with unsigned declarations-
  - 3 electors were contacted and they attended in person and signed their declaration so their vote was eligible to be counted
  - one individual said didn't want to sign the declaration
  - staff were unable to contact one individual
- Two ballots were received by municipality, one November 18, 2015 with a post date on it of November 16, 2015 the other received November 23, 2015 with a post date on it of November 20, 2015. Neither ballot kit was opened.

## CHALLENGES

### ***Voters list***

As in all municipalities, the integrity of the voter's list is difficult to maintain, particularly as it pertains to tenants. The voter's list is produced by the Municipal Property Assessment Corporation (MPAC).

Changes to MPAC's list are triggered by:

1. the registration of a deed of land
2. Tenant Information Program (TIP) to be provided by landlords July 31 annually
3. Municipal Enumeration Forms

MPAC receives a copy of the land transfer tax from the registry office upon completion of the transaction so the voter's list is always maintained with respect to change of property owners.

Completion of the TIP and enumeration forms is more challenging. The Assessment Act provides a penalty for not submitting the information requested by MPAC (\$1,000.00 fine and \$100.00 per day), however the penalty is rarely enforced.

When MPAC forwards the municipality an update to the list, their amendments are overwritten into the municipal version. Any changes that may have been made by the municipality will still show, however MPAC's information may not be consistent and as a result there are many duplicates or anomalies which municipal staff must "cleanse"

Another issue for electors is confusion among the various voters list. Electors quite often assume that because they voted in a federal or provincial election and were on those lists, they will automatically be on the municipal voter's list. Each list is independent of the other-there are no linkages or ability to share the information.

It should be noted that in as part of the current review of the Municipal Elections Act, 1996 conducted by the Ministry of Municipal Affairs and Housing, and in collaboration with key government bodies including Elections Ontario, Ministry of Finance, and AMCTO, MPAC is exploring available options to improve the process and the possibility of transitioning enumeration activities, including preparation of the Preliminary List of Electors, to another entity. This direction is fully supported by MPAC's Board of Directors and Executive Management Group.

### ***Notices and Advertising***

With such a diverse community both generationally and electronically, it is difficult to pick one method of communication. During this by-election we used regular print advertising, the municipal website, social media including facebook and twitter and various postings in Wellington County libraries and municipal facilities.

The following notices were placed in the Wellington Advertiser:

<b>DATE</b>	<b>ISSUE/INFORMATION</b>
Sept 18th	Notice of Information Session
Oct 9th	Certified List of Candidates
Oct 9th	By-Election Voting Method
Oct 23rd	Ballot Kits Will Be Mailed Oct 23rd
Nov 13th	Notice of Extended Hours and Invite to Hear Results

The following notices were placed on the website and/or facebook/twitter

- Official results
- Unofficial results
- November 16, 2015 Ballot Kits to be Mailed October 23, 2015
- Notice of Election Information for November 16, 2015 (Voting Day)
- Timeline 2015 Ward 3 By-Election
- Certified List of Candidates
- Notice of Election Sign Restrictions
- Preliminary List of Electors - Ward 3
- Ministry of Municipal Affairs and Housing Candidate's Guide
- Ministry of Municipal Affairs and Housing Voter's Guide
- 2015 Ward 3 By-Election Alternate Voting Method Policy
- Municipal Election Procedural Manual
- Municipal Elections Act, 1996.

## OPPORTUNITIES

### ***Voter List Management***

Data Fix was contracted to provide an electronic method of voter list management called Voter View. The system was extremely user friendly, produced helpful easy to read and timely reports. Data Fix staff and support were extremely helpful and available at all times. They are very familiar with MPAC and with Canada Post and provided invaluable advice to municipal staff. Staff recommends that Data Fix be used in the 2018 municipal election.

### ***Education and Training***

Employing a vote by mail method for the Ward 3 by-election was a very good exercise and invaluable experience was gained by staff in a lead up to a full election in 2018 should a vote by mail method be employed.



In a traditional election, several polls are manned throughout Wards in the municipality. Election officials at each poll must be trained on the Municipal Elections Act as relates to voter qualifications, entitlement to vote, completion of forms, striking the voter off the list, scrutineers and candidates rights and responsibilities, etc.

Employing a vote by mail method reduces the need for that extensive training. Election officials only need to receive training on counting the ballots, as all the other decisions and administration is handled by two trained staff members during the course of the three week time period from when the ballots are mailed to 8:00 p.m. on voting day.

### ***Voter Turnout***

There was a significant increase in voter turnout with a 48.27% turnout in 2015 versus 38.24% in 2014. It is difficult to provide a insightful analysis as to whether the turnout was up because there was such interest in the by-election as evidenced by eight candidates seeking election or if it was the result of using a vote by mail method.

### **ACCESSIBILITY**

Section 45 (2) of the Municipal Election Act provides that when establishing the locations of voting places, the clerk shall ensure that each voting place is accessible to electors with disabilities. In utilizing a vote by mail method, the requirement for accessible polling stations and special assistive devices is not required.

In particular if someone has specific mobility issues or other challenges that making leaving their home difficult a vote by mail method certainly negates the need to travel to cast a ballot.

<b>FINANCIAL CONSIDERATIONS</b>
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All invoices for have not been received to date but it is anticipated the cost of the 2015 Ward 3 By-election will be \$8,500.00. If Wellington North utilizes DataFix's voter management system in the 2018 municipal election, the associated cost of \$3,180.00 in the Ward 3 by-election will be credited to us.

Canada Post	\$ 1,300.00	
Data Fix	\$ 3,180.00	(credit applied in 2018 election)
Election officials	\$ 1,050.00	
Office Supplies	\$ 415.00	
Advertising	\$ 1,000.00	
Kenilworth School	\$ 100.00	
Miscellaneous	<u>\$ 1,360.00</u>	
	\$ 8,405.00	

<b>STRATEGIC PLAN</b>
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Do the report's recommendations advance the Strategy's implementation?

X Yes                                       No                                       N/A

Which pillars does this report support?

<input type="checkbox"/> Community Growth Plan	X Community Service Review
<input type="checkbox"/> Human Resource Plan	<input type="checkbox"/> Corporate Communication Plan
<input type="checkbox"/> Brand and Identity	<input type="checkbox"/> Positive Healthy Work Environment
X Strategic Partnerships	

In particular by choosing to hold a by-election as opposed to appointing a member to Council, the public was provided the opportunity to be engaged in the process and determine the outcome of their representative on Council for Ward 3.

Employing a vote by mail method for the by-election provided a chance to roll out this method on a small scale (Ward 3) for a possible large scale use in 2018.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Karren Wallace</i>	<i>Michael Givens</i>
<b>KARREN WALLACE</b>	<b>MICHAEL GIVENS</b>



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2015-061 BEING A REPORT TO CONSIDER THE  
ENGINEER'S REPORT FOR THE PROPOSED DRAINAGE**

#### **RECOMMENDATION**

**THAT** Report CLK 2015-061 being a report consider the final engineer's report for the proposed drainage works for Drain 64 be received for information;

**AND FURTHER THAT** Council of the Township of Wellington North hereby approve the final engineer's report prepared by K. Smart Associates Limited dated October 30, 2015;

**AND FURTHER THAT** Council give first and second reading to a provisional by-law to adopt the final engineers report;

**AND FURTHER THAT** Council set the date for the Court of Revision as January 11, 2016 at 7 p.m. to hear any appeals filed in this matter.

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

Report CLK 2015-057 being a report to provide notice of the meeting date to consider the final engineer's report for the proposed drainage works for Drain 64.

Report CLK 2015-058 being a report regarding the Appointment of members to the Township of Wellington North Court of Revision for Drain 64

## BACKGROUND

At the September 8, 2014 meeting, Council passed resolution 14, confirming they received a petition for drainage works for the North Half Lot 10, Concession 5, formerly the Township of West Luther, and appointing K. Smart Associates Limited to prepare a report on the work to be undertaken.

A on-site meeting was held on November 5, 2014 to scope local drainage issues and to hear concerns of impacted landowners. An informal meeting was held on November 5, 2014 to provide impacted landowners with information about the *Drainage Act* process, proposed landowner costs and watershed boundaries.

The final engineers report was submitted by K. Smart Associates Limited on November 4, 2015. A copy of the report is available in the Clerk's office at the Township of Wellington North and available on the municipal website.

Pursuant to the *Drainage Act*, the report was circulated to impacted landowners and agencies within 30 days of receipt and a notice was provided advising landowners and agencies the date, time and location of the meeting at which the report will be considered.

Pursuant to the Act, Council must approve the engineer's report and adopt a provisional by-law with first and second reading or not approve the report and provide the reasons for their decision.

If Council approves the work, a Court of Revision must be held which is a meeting where landowners may appeal their assessment. All landowners who are affected must then be advised of any revisions and provisions for further appeals by.

After the appeal process has expired, the by-law will be given third reading, the process for construction of the drainage works can begin and benefitting landowners and road authorities will be assessed costs in accordance with the approved engineer's report.

## FINANCIAL CONSIDERATIONS

The engineering report indicates the work will consist of 55 metres of open ditch work and 126 metres of closed drain work, at an estimated of \$88,090.00 assessed as follows:

- \$ 260.00 to the Township for assessment on Line 4 ;
- \$ 8,843.00 to the County of Wellington for assessment on County roads;
- \$ 27,780.00 to the County of Wellington as a special assessment;
- \$ 6,515.00 to the Grand River Conservation Authority as a special benefit;
- \$ 44,692.00 to affected property owners

**STRATEGIC PLAN**

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

- Yes                       No                      X N/A

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
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*Karren Wallace*

*Michael Givens*

<b>KARREN WALLACE</b>	<b>MICHAEL GIVENS</b>
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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2015-063 BEING A REPORT ON CONSENT  
APPLICATION FOR B109/15 (ROESINK CRIJNS) KNOWN AS  
PART LOT 21 CONCESSION 6 FORMERLY ARTHUR  
TOWNSHIP) NOW TOWNSHIP OF WELLINGTON NORTH**

### **RECOMMENDATION**

**THAT** CLK Report 2015-055 being a report on Consent Application for B109/15 (ROESINK CRIJNS) Known As Part Lot 21 Concession 6 formerly Arthur Township now Township Of Wellington North be received;

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B109/15 as presented with the following conditions:

- 1. 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; and further that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
- 2. THAT** the owner demolish and remove the barn and leave the area in a graded and leveled condition or obtain zoning approval to allow the barn to remain.

3. **THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed and retained parcel; and further that the applicable authority file a letter of clearance of this condition with the Secretary-Treasurer of the Planning Committee as written proof of fulfillment of this condition.
4. **THAT** the Owner satisfy the requirements of the Local Municipality in reference to parkland dedication as provided for in the Planning Act, R.S.O. 1990; and that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
--------------------------------------------------

N/A

<b>BACKGROUND</b>
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The subject property is known as Part Lot 21 Concession 6 formerly Arthur Township now Township Of Wellington North be received;

The property assessment roll number is 23-49-000-007-14400-0000

The proposed severance is for a 3.1 acres with 400.3' frontage (Area A on sketch attached as Schedule A"), existing and proposed rural residential and hobby farm with existing house and small barn.

The retained parcel is a 81.6 acres with 3652' frontage, (Area B on sketch on sketch attached as Schedule "A") existing and proposed agricultural use.

Municipal comments were requested from the Chief Administrative Officer, Chief Building Official, Director of Public Works, Fire Chief, Drainage Superintendent, Treasurer, Planner, Economic Development Manager, Tourism Marketing & Promotion Manager, County of Wellington Planner and Director Recreation, Parks and Facilities.

It is recommended the following clauses be a condition of severance:

**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; and further that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

**THAT** the owner demolish and remove the barn and leave the area in a graded and leveled condition or obtain zoning approval to allow the barn to remain.

**THAT** the Owner receive approval from the applicable road authority in a manner deemed acceptable to that road authority for an entrance to the severed and retained parcel; and further that the applicable authority file a letter of clearance of this condition with the Secretary-Treasurer of the Planning Committee as written proof of fulfillment of this condition.

**THAT** the Owner satisfy the requirements of the Local Municipality in reference to parkland dedication as provided for in the Planning Act, R.S.O. 1990; and that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

<b>FINANCIAL CONSIDERATIONS</b>
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There are no financial impacts as a result of this report.

<b>STRATEGIC PLAN</b>
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Do the report's recommendations advance the Strategy's implementation?

Yes

No

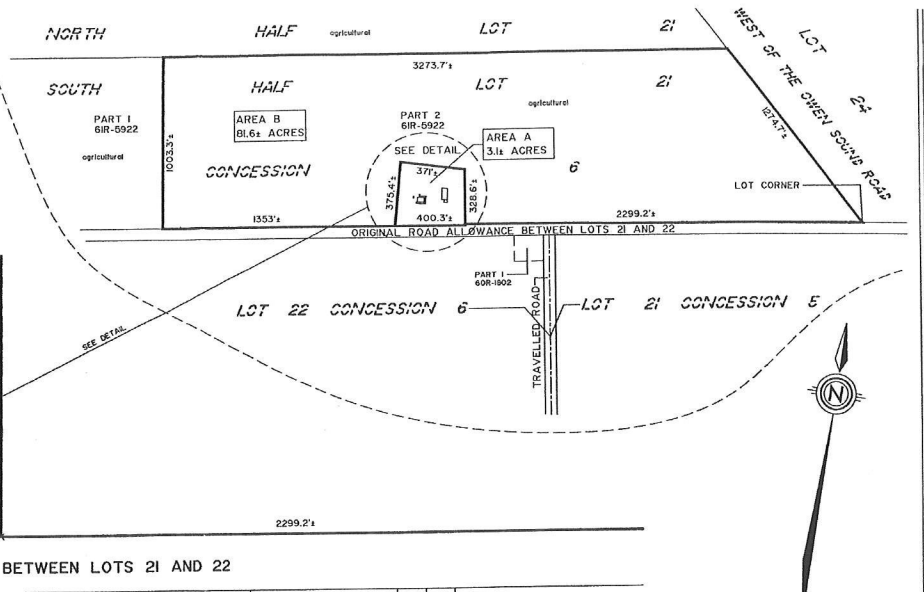
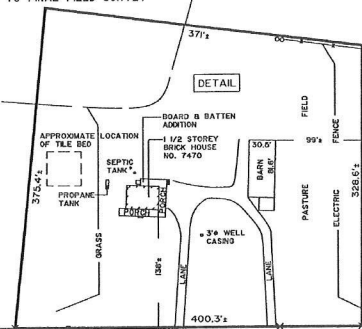
N/A

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



SCHEDULE A

**SKETCH  
OF PART OF THE SOUTH HALF OF LOT 21  
CONCESSION 6  
TOWNSHIP OF WELLINGTON NORTH  
(FORMERLY TOWNSHIP OF ARTHUR)  
COUNTY OF WELLINGTON**  
DESIGNATED AS PART 2 6R-5922  
SCALE : 1 INCH = 100 FEET  
DEREK GIBSON GRAHAM  
PROFESSIONAL SURVEYOR  
THIS IS NOT A PLAN OF SURVEY  
ALL DIMENSIONS SUBJECT TO FINAL FIELD SURVEY



**DEREK G. GRAHAM LIMITED**  
PROFESSIONAL LAND SURVEYING  
LAND USE PLANNING  
DRAINAGE ENGINEERING  
7669 COLBORNE STREET EAST  
P.O. BOX 239  
ELORA, ONTARIO  
N0B 1S0  
(519) 646-5333 (TELEPHONE)  
(519) 646-9305 (FACSIMILE)

PER	PROFESSIONAL SURVEYOR
ACAD DATE	OCTOBER 28, 2015
FILE	4 - 6 ARTHUR
NOTE:	VALID COPY WITH EMBOSSED SEAL ONLY

2109/15



<b>Application</b>	B109/15
<b>Location</b>	Part Lot 21, Concession 6 TOWNSHIP OF WELLINGTON NORTH
<b>Applicant/Owner</b>	Jan Roesink & Helen Roesink-Crijns

**PLANNING OPINION:** This application would sever a 1.3 ha (3.1 ac) rural residential parcel in the Prime Agricultural area with an existing dwelling and hobby barn. A vacant 33 ha (81.6 ac) agricultural parcel would be retained. This application is being submitted under the surplus farm dwelling policies.

The severed parcel appears to take in approximately 0.5 ha (1.3 ac) of vacant farm land which could be kept with the larger farm parcel. The application indicates that the severed parcel will be used for residential and hobby farm purposes and that these extra lands will be utilized for pasture fields. The Committee should be satisfied that the larger parcel is justified.

If approved we would request that the following be addressed as a condition of approval:

- That the retained parcel be rezoned to prohibit new residential dwellings to the satisfaction of the local Municipality and County of Wellington;
- That zoning relief is obtained with respect to the oversized hobby barn on the severed parcel to the satisfaction of the local Municipality; and,
- That safe driveway access can be provided to the retained lands to the satisfaction of the local municipality.

**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.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURE and CORE GREENLANDS. The proposed severed parcel is located outside of these features. 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:

- the remaining vacant farmland is large enough to function as a significant part of the overall farm unit; and
- the result of removing the surplus dwelling from the farm does not render the remaining farmlands difficult or inefficient to farm; and
- 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
- the surplus residence is habitable and is not expected to be demolished by a future owner; and
- the Minimum Distance Separation formula will be met; and
- That 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". Staff has been provided with the necessary Information which demonstrates that the farm land will be consolidated with a larger farming operation owned by the applicants.

Regarding item c) the severed parcel appears to take in approximately 0.5 ha (1.3 ac) of vacant farmland. The severed parcel should be reduced in size to exclude as much farmland as possible.

The matters under section 10.1.3 were also considered including... j) "that natural resources such as agricultural lands and mineral aggregates would not be affected adversely".

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Agriculture (A) and Natural Environment (NE). The retained lands would need to be rezoned to prohibit future residential use. Further, the severed parcel has an existing barn which is approximately 231 m<sup>2</sup> (2,488 ft<sup>2</sup>) in size, the Zoning By-law only permits a hobby barn of 46 m<sup>2</sup> (500 ft<sup>2</sup>) for a lot this size. Zoning relief would be required to permit a hobby barn of this size.

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

*Jameson Pickard*



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

**FROM: KARREN WALLACE, CLERK  
DAVE GUILBAULT, FIRE CHIEF**

**SUBJECT: REPORT CLK 2015-064/FIRE 2015-009 BEING A REPORT TO  
UPDATE REPORT CLK 2015-053 FEES AND CHARGES BY-LAW  
TO REFLECT INCREASED MINISTRY OF TRANSPORTATION  
RATES REGARDING EMERGENCY RESPONSE**

#### **RECOMMENDATION**

**THAT** CLK Report 2015-064/FIRE 2015-009 being a report to update Report CLK 2015-053 Fees and Charges By-law to reflect increased Ministry of Transportation Rates regarding emergency response.

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

Report CLK 2015-053 being a report on Fees and Charges

#### **BACKGROUND**

At the October 26, 2015 Administration and Finance Committee meeting, Report CLK-053 being a report on Fees and Charges was received. The report outlined the proposed changes to the 2016 Fees and Charges By-law.

Since that time, the Ministry of Transportation has provided notice that effective November 1, 2015 their remuneration rate for fire response services on provincial highways is increasing from \$410.00 per hour for \$450.00.

Many of the fees and charges in Schedule "D" of the draft Fees and Charges By-law reflect the MTO rate and as such the Schedule needs to be updated to incorporate the new rate.

The proposed changes to Schedule “D” being the Fire/Rescue fees in the 2016 by-law are set out in Appendix “A”.

<b>FINANCIAL CONSIDERATIONS</b>
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The increase in Ministry of Transportation fee for emergency response will be incorporated in the 2016 Operating Budget.

<b>STRATEGIC PLAN</b>
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Do the report’s recommendations advance the Strategy’s implementation?

Yes

No

N/A

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Karren Wallace, Clerk</i> <i>Dave Guilbault, Fire Chief</i>	<i>Michael Givens, CAO</i>
<b>KARREN WALLACE, CLERK</b> <b>DAVE GUILBAULT, FIRE CHIEF</b>	<b>MICHAEL GIVENS</b> <b>CHIEF ADMINISTRATIVE OFFICER</b>

## APPENDIX "A"

FIRE/RESCUE SCHEDULE "D"			
DESCRIPTION	2015 FEE	2016 FEE	COMPARATOR/RATIONAL
<p><b>Motor Vehicle Incidents:</b> Non-residents/non-taxpayers of Wellington North involved in a motor vehicle accident within the municipal boundary of the Township of Wellington North that require the Fire / Rescue to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance payable, the owner shall be billed directly</p>	<p>\$410.00 per response unit for first hour and \$205.00 per response unit for each half hour thereafter</p>	<p>\$450.00 per response unit for first hour and \$225.00 per response unit for each half hour thereafter</p>	
<p><b>Administration &amp; Enforcement:</b> Spills Act and Transportation of Dangerous Goods Act: The cleanup of hazardous material spills</p>	<p>Current MTO Rates \$410.00 per vehicle per hour \$205.00 Per 1/2 Hr thereafter Clean up costs to cover materials used <b>Plus</b> Administration Fee of \$50.00 per hour</p>	<p>Current MTO Rates \$450.00 per vehicle per hour \$225.00 Per 1/2 hr thereafter Clean up costs to cover materials used <b>Plus</b> Administration Fee of \$50.00 per hour</p>	<p>Increase in MTO rate effective November 1, 2015</p>
<p><b>Open Air Burning:</b> Where burn is in contravention with Open Air Burn By-law and/or Fire Prevention and Protection Act</p>	<p>Current MTO Rates \$410.00 per vehicle per hour \$205.00 Per Half Hour thereafter Clean up costs to cover materials used <b>Plus</b> Administration Fee of \$50.00 per hour</p>	<p>Current MTO Rates \$450.00 per vehicle per hour \$225.00 Per Half Hour thereafter Clean up costs to cover materials used <b>Plus</b> Administration Fee of \$50.00 per hour</p>	
<p>Fire Alarm Monitoring/Fire Watch</p>	<p>\$410.00 per vehicle per hour \$205.00 per 1/2 hr thereafter</p>	<p>\$450.00 per vehicle per hour \$255.00 per 1/2 hr thereafter</p>	



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

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

**SUBJECT: REPORT PW 2015-090 BEING A REPORT ON THE  
TOWNSHIP'S DRINKING WATER QUALITY MANAGEMENT  
SYSTEM ANNUAL MANAGEMENT MEETING**

#### **RECOMMENDATION**

**THAT** Report PW 2015-090 being a report on the Township's drinking water quality management system annual management meeting be received;

**AND FURTHER THAT** the Council of the Township of Wellington North approve the meeting minutes of the drinking water system annual management meeting held on November 17, 2015, as presented.

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

NA

#### **BACKGROUND**

The Township operates two drinking water systems which are both subject to the Township's Drinking Water Quality Management System (DWQMS) policies and procedures. DWQMS ensures that Township staff use documented and best practice when repairing, maintaining and operating these drinking water distribution systems. Drinking water systems have a significant impact on public health.

The annual management meeting of the Township's drinking water quality management system was held on Tuesday, November 17<sup>th</sup> in Kenilworth. The DWQMS Management Review 2015 has been included as Schedule A and the minutes from the November 17<sup>th</sup> meeting are included as Schedule B.

<b>FINANCIAL IMPLICATIONS</b>
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NA

<b>STRATEGIC PLAN 2015-2018</b>
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This report relates directly to the implementation of the Township of Wellington North Strategic Plan, in particular the community growth plan and community service. A safe and reliable drinking water system is a prerequisite to development and healthy community living.

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

X Yes

 No N/A

Which pillars does this report support?

X Community Growth Plan

 Human Resource Plan Brand and Identity Strategic Partnerships

X Community Service Review

 Corporate Communication Plan Positive Healthy Work Environment

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
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*Matthew Aston**Michael Givens**Melissa Irvine*

<b>MATTHEW ASTON</b> <b>DIRECTOR OF PUBLIC WORK</b>	<b>MICHAEL GIVENS</b> <b>CHIEF ADMINISTRATIVE OFFICER</b>
<b>MELISSA IRVINE</b> <b>DRINKING WATER QUALITY MANAGEMENT REPRESENTATIVE</b>	

# Township of Wellington North

7490 Sideroad 7W

Kenilworth, ON

N0G 2E0

# DWQMS

## MANAGEMENT REVIEW 2015

*The management review is conducted on an annual basis and the results are documented and implemented to ensure continued Top Management involvement in the overall maintenance and continual improvement of the Quality Management Standard.*



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# DWQMS MANAGEMENT REVIEW

## Executive Summary

The Drinking Water Quality Management Standard requires the Township of Wellington North to perform a Management Review annually as per Element 20. The Ministry of the Environment and Climate Change (MOECC) mandates that this element be evaluated for the continuing suitability, adequacy, effectiveness, and any immediate and future needs of the Quality Management System.

Through the management review process, Top Management shall identify deficiencies and action items by following the procedure specified in the Operational Plan. The findings from the management review will then be reported to the Owner (Council).

The following report contains a summary of information that Top Management will review in accordance with the management standard. The current review period is from November 2014 to October 31, 2015 and follows a mandatory list of 15 items that are to be examined.

Highlights of the review findings are:

- The Town of Mount Forest Drinking Water System underwent an annual MOECC Inspection on January 27, 2015 for the 2014-2015 year. The inspection findings and results were received on February 15, 2015. The Town of Arthur Drinking Water System underwent annual inspections on January 8, 2015 for the 2014-2015 and again on September 15, 2015 for the 2015-2016 year. The inspection findings and results were received on February 6, 2015 and October 5, 2015, respectively
- All water quality testing programs are meeting regulations
- Staff is following procedures and showing a commitment to continual improvement

The 2015 Management Review shows the DWQMS has been successfully implemented and reinforces the fact that the Township of Wellington North produces and supplies safe drinking water.

The standard has been designated for continual improvement, which is the foundation of the DWQMS Policy endorsed by Top Management and Council. The DWQMS is the key tool that supports and ensures that Council, as the Owner of the drinking water system is meeting its duties and responsibilities under the *Safe Drinking Water Act* and *Standard of Care*.

# DWQMS MANAGEMENT REVIEW

## Introduction

On July 14<sup>th</sup>, 2008 the Township of Wellington North Council endorsed and fully recognized the drinking water quality management system (DWQMS). The municipality applied for full accreditation and was successful in the receipt of it in August 2011 (Appendix A).

The DWQMS requires the Township of Wellington North to perform a Management Review annually as per Element 20. The MOECC mandates that this element be evaluated for the continued suitability, adequacy, effectiveness and any immediate and future needs to the QMS. Through the management review process, Top Management shall identify deficiencies and action items by following the procedure specified in the operational plan (OP). The findings from the management review will then be reported to the Owner (Council).

As the Owner of the municipal drinking water system, Council has a number of duties and responsibilities under the Safe Drinking Water Act, which are described in sections 11, 13, 16, and 17 of the Act. The duties of the Owner related to the *Standard of Care* are under section 19. This section of the Act came into force on December 31, 2012, and as the Owner, Council can be assured that the municipality has met the elements that are required to keep our Municipal Drinking Water License in place for our system.

# DWQMS MANAGEMENT REVIEW

## Summary of Items

The following is a summary of information that Top Management and the Quality Management System (QMS) representative must review annually in accordance with the DWQMS. The current review considers the period from November 2014 to October 31, 2015.

Through the management review process, Top Management shall identify deficiencies and action items by following the procedure specified in the Operational Plan, the findings will then be reported to the Owner (Council).

The following 15 items are the aspects considered in the review process:

- Incidents of regulatory non-compliance
- Incidents of adverse drinking water tests
- Deviations from critical control point limits and response actions
- The efficacy of the risk assessment process
- Results of internal and 3<sup>rd</sup> party audits
- Results of relevant emergency response testing
- Operational performance and water quality trends
- Follow-up on action items from previous management reviews
- Status of management action items (if any) identified between reviews
- Changes in resource requirements, infrastructure, process, personnel, the DWQMS or regulations that could affect the QMS
- Customer feedback
- Resources needed to maintain the QMS
- Results of the infrastructure review
- Current status of the operational; plan, content and updates
- Staff suggestions

The DWQMS is the key tool that supports and ensures that Council, as the Owner of the drinking water system is meeting its duties and responsibilities under the Safe Drinking Water Act and Standard of Care.

# DWQMS MANAGEMENT REVIEW

The current review encompasses the following detailed 15 items.

## A. INCIDENTS OF REGULATORY NON-COMPLIANCE

The Ministry of the Environment and Climate Change completed annual inspections in January/February 2015 of Mount Forest and Arthur Drinking Water System (DWS) and Arthur system again in September 2015. There were no incidents of non-compliance documented in these inspections. It is anticipated that the MOECC Inspector will be in again November/December this year to complete 2015-2016 inspection of Mount Forest DWS.

## B. INCIDENTS OF ADVERSE DRINKING WATER TESTS

A distribution drinking water sample taken from 160 Preston Street, Arthur tested positive for 1 count/100 mL of Total Coliform on May, 11<sup>th</sup>, 2015. Corrective action was taken, resample results indicated that this was a false positive and the issue was resolved on May 19<sup>th</sup>, 2015.

Lead result of 14.7 ug/L was received from a hydrant in Mount Forest. This hydrant was resampled and resample concluded that this was a false positive, and that the resample was below the Ontario Drinking Water Standards level of 10 ug/L.

## C. DEVIATIONS FROM CRITICAL CONTROL POINTS LIMITS & RESPONSE ACTIONS

During this reporting period, there were no deviations from Critical Control Points.

## D. EFFICACY OF THE RISK ASSESSMENT PROCESS

The risk assessment table top review was completed on April 29<sup>th</sup>, 2015 with the entire water department. There were no changes to critical control points.

## E. INTERNAL & THIRD PARTY AUDIT RESULTS

Over the reporting period there was one (1) internal audit completed on May 12<sup>th</sup> and 26<sup>th</sup>, 2015. The audit team was comprised of Laura Rooney and Melissa Irvine. There were no non-conformances found.

On October 1<sup>st</sup>, 2015 a 12 month surveillance audit was conducted by SAI Global with all pertinent information being sent electronically to the auditor. There were no non-conformities identified during this audit. The auditor noted two (2) opportunities for improvement:

# DWQMS MANAGEMENT REVIEW

- Element 5 Document and Record Control  
There was no documentation to clearly identify how records should be stored to prevent deterioration and damage.
- Element 8 Risk Assessment Outcomes  
The associated hazards are not consistently listed for each hazardous event identified in the Risk Assessment Table.

These items will be addressed in the next version of the Operational Plan. The auditor recommended maintenance of existing accreditation.

## F. RESULTS OF EMERGENCY RESPONSE TESTING

In October 2014 a water main was bored through. The Ministry of Health was notified and issued boil water advisory. In December 2014, a debriefing session took place to review this emergency and its response.

On a regular monthly basis the diesel generators in both water systems are tested to ensure they are operational.

On November 10, 2015 an emergency test of the PTO-driven power supply was completed and there were no issues with operation of it.

## G. OPERATIONAL PERFORMANCE

The SCADA Programming Upgrade began in September 2015 and is almost complete. Electrical changes, equipment upgrades and testing continues.

Leak detection was completed on the east side of Mount Forest. There was a leak detected on hydrant # 120 on Murphy Street; the valve ball in the bottom was replaced to stop the leak. A partially closed main valve was found to be allowing water to leak by; the valve was fully opened to stop leak.

The Arthur multi leg water tower was drained for cleaning and inspection which took place October 5. The final report has not been received yet but the verbal on site communication indicated the tower was in good shape.

As an energy/cost saving initiative, variable frequency drives have been installed at Arthur well 8A and 8B. The VFD for well 8B has been in operation since October 27. The VFD for 8A is mounted but is not in operation as we are awaiting parts to

# DWQMS MANAGEMENT REVIEW

complete the piping changes/flow control valve removal.

Main valves were operated and inspected this year in the Town of Mount Forest. Approximately 306 main valves were inspected. All fire hydrants in Mount Forest and Arthur were operated and inspected in the fall. Mount Forest has 175 hydrants and Arthur has 110 hydrants.

There was a total of six (6) watermain breaks since the last management review meeting. Three of the breaks (3) were in Mount Forest and three (3) of the breaks were in Arthur. The breaks in Mount Forest took place on Church Street, James Street and Murphy Street. All three breaks in Arthur took place on Isabella Street; two (2) on Isabella Street West (near house numbers 160 and 184) and one (1) on Isabella Street East (near number 195).

## H. RAW WATER SUPPLY & DRINKING WATER QUALITY TRENDS

### 1) Water Quantity in Review Period:

There were no quantity issues in the reporting year.

### 2) Water Quality in Review Period:

There have been no changes in raw water quality since the last management review meeting. The trending has remained consistent. There are still discoloured water complaints in Arthur related to manganese and iron.

Schedule 23/24 (Organics/Inorganics) were collected in Mount Forest in January 2013 and will be collected again in January 2016. Arthur Well #7b had schedule 23/24 collected in August 2015 and well #8a/b collected in November 2014 and there have been no changes in water quality.

Mount Forest well #5 and Arthur well #7b have elevated levels of sodium. The Aesthetic Objective for sodium is 200 mg/L but must be reported to Ministry of Health (MOH) if above 20 mg/L. This is so physicians can notify patients on sodium restricted diets.

# DWQMS MANAGEMENT REVIEW

## 3) Source Water Protection Initiative Awareness:

The Process Compliance Analyst attends monthly meetings with the Wellington County Source Protection Working Group. The Township falls under jurisdiction of three (3) Conservation Authorities, each with a different Source Protection Plan (SPP): Maitland Valley, Saugeen Valley and Grand River. Although the Maitland watershed encompasses portions of the Township of Wellington North, only general education programs apply for this SPP. Saugeen Valley SPP applies to the Town of Mount Forest and Grand River SPP applies to the Town of Arthur. Saugeen Valley SPP has been approved by the Ministry of Environment and Climate Change (MOECC) and has an effective date of July 1, 2016. Grand River SPP will have MOECC approval in the next month, and a tentative effective date of July 1, 2016.

### I. FOLLOW-UP ACTION ITEMS FROM PREVIOUS MANAGEMENT REVIEWS

Item	Completed Yes/No	Date of Completion
Staff meeting to review & discuss effectiveness of Boil Water Advisory	Yes	December 8, 2014
Mail frozen service notices to Customers to run water to prevent freezing	Yes	January 13/14, 2015
Use Boil Water Advisory as an Emergency Response Exercise	Yes	December 8, 2014
Approve 2015 Operating Budget	Yes	April 2015
Complete outstanding action Items from internal and external Audits	Yes	-
Complete revisions in OP as needed	Yes	March 19, 2015

### J. STATUS OF MANAGEMENT ACTIONS IDENTIFIED BETWEEN REVIEWS

80 percent (4/5) of the Opportunities for Improvement (OFI) from the Internal Audit have been completed. The community complaint (water related) SOP training will be extended to the staff in the Kenilworth office in the next few months.

Third party surveillance audit received two (2) OFI and will be addressed before the



# DWQMS MANAGEMENT REVIEW

next version of the OP is issued.

## K. CHANGES THAT COULD AFFECT THE QUALITY MANAGEMENT SYSTEM

There will be a Watermain Disinfection Procedure that will be released by the Province November 2015 and May 1, 2016 will be the implementation date. This procedure will require the SOP for Watermain Breaks to be edited, along with the accompanying form.

The Ontario Ministry of the Environment and Climate Change is proposing revisions to the Drinking Water Quality Management Standard (DWQMS). The DWQMS sets out the criteria that must be met for mandatory quality management systems established in municipal residential drinking water systems. The revisions are administrative in nature and are intended to clarify existing requirements and to ensure that consideration is given to the potential impacts of climate change when the risks to a drinking water system are being assessed by the system owner or operating authority. The revisions are posted on the EBR registry for comments until December 24, 2015.

## L. CONSUMER FEEDBACK

There were a total of 25 drinking water complaints in the Township of Wellington North since the last management review meeting. 16 of those complaints were from the Arthur DWS.

Of the 16 Arthur complaints six were low or no/flow complaints, one high chlorine odour, and nine discoloured complaints. Of the nine discoloured complaints, seven of them occurred over a two day period and were caused by changing the direction of flow for Frederick Street construction to take place.

The nine complaints from Mount Forest DWS were mainly discoloured water, the discoloured water was found to be attributed to an internal issue or distribution system maintenance.

A summary table of customer complaints can be found in Appendix B.

During the 2015 winter there were 61 frozen water services. Of the 61 frozen services, 21 of them were in Arthur and the rest in Mount Forest. The water department staff was able to thaw approximately 33% of the frozen services; approximately 53% of the frozen services were connected with temporary lines from a neighbouring supply and the rest of the frozen services were dealt with by the home/business owner themselves.

## M. RESOURCES NEEDED TO MAINTAIN THE QMS

Currently the staff resources needed to maintain the DWQMS are felt to be adequate. The majority of water department staff has been trained to conduct internal audits.

There are also other sources of support such as the Municipal Water Waste Water Resource Committee, an online group that provides resources and help with the DWQMS.

# DWQMS MANAGEMENT REVIEW

## N. RESULTS OF THE INFRASTRUCTURE REVIEW

The annual review of the provision of drinking water infrastructure has two objectives: (i) to identify new drinking water infrastructure needs related to growth and system optimization and (ii) to identify upgrades or renewals of existing infrastructure to optimize operations and maintenance. Appendix C outlines proposed five year water capital plan.

In 2015, approximately 1203 m of watermains were replaced in Arthur and Mount Forest. In Mount Forest, replacement included: North Water Street from James Street to John Street; John Street from North Water Street to Waterloo Street; and Miller Street from John Street to Main Street. In Arthur, Frederick Street East from George Street to Gordon Street was also replaced.

## O. OPERATIONAL PLAN CURRENCY, CONTENT AND UPDATES

The operational plan is updated whenever necessary changes are required to be made. The content is reviewed and updated on an annual basis. The last revision was completed March 19, 2015 (Rev. 12). The OP will be revised in January/February 2016 to incorporate proposed revisions from audits and management review.

## P. STAFF SUGGESTIONS

Staff suggestions are ongoing throughout the year, if a change is needed in the Operational Plan, staff are directed to complete a change request form, and that is process is followed to make change.

## Q. OTHER ITEMS

Our Municipal Drinking Water Licenses (MDWL) expire August 2016, application deadline for renewal is February 1, 2016. The Financial Plan needs to be updated prior to the application deadline and will need to apply for a period of 6 years from August 2016. The Director of Public Works and the Treasurer have been notified of this requirement and have been working with C.N. Watson to have it completed along with the water/sewer rate study.

The Permit to Take Water (PTTW) Mount Forest Water expires May 31, 2017 and the PTTW for Arthur expires May 31, 2024.

# DWQMS MANAGEMENT REVIEW

## Conclusion

The current review considered our year from November 2014 to October 31, 2015 and follows a mandatory list of 15 items that are to be examined.

Highlights of the review findings are:

- All water quality testing programs meet regulation;
- Staff is following procedures and showing a commitment to continual improvement;

The 2015 Management Review shows the DWQMS has been successfully implemented and reinforces the fact that the Township of Wellington North produces and supplies high quality, safe drinking water.

Council (Owner) can feel secure that the Township of Wellington North is committed to meet the *Standard of Care* under the *Safe Drinking Water Act* by having a Municipal Drinking Water License in place for its drinking water system. The requirements needed to meet Licensing include:

- a) A Permit to Take Water;
- b) A Drinking Water Works Permit;
- c) An Operational Plan;
- d) A Financial Plan; and
- e) An Accredited Operating Authority

The water/sewer department continues to run with diligence and dedication to make the Municipal Drinking Water as safe as possible.

# APPENDIX A



# CERTIFICATE OF ACCREDITATION

This is to certify that the following operating authority:

## The Corporation of the Township of Wellington North

P.O. Box 125, 7490 Sideroad 7W, Kenilworth, Ontario N0G 2E0 Canada

### Additional Drinking Water Systems

Arthur Drinking Water System

Mount Forest Drinking Water System

operates a

## Quality Management System

which conforms with the requirements of

## Drinking Water Quality Management Standard (DWQMS):2006

for the following scope of registration

### Full Scope - Entire DWQMS

Certificate No.: CERT-0083964

File No.: 1631622

Issue Date: October 14, 2014

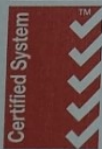
Original Certification Date: September 19, 2013

Current Certification Date: November 15, 2014

Certificate Expiry Date: November 14, 2017

Chris Jouppi  
President,  
QMI-SAI Canada Limited

Samer Chaouk  
Head of Policy, Risk and Certification



DWQMS

Accredited by:  
SAI Global Certification Services Pty Ltd, 288 Sussex Street, Sydney NSW 2000 Australia with QMI-SAI Canada Limited, 20 Carlson Court, Suite 200,  
Toronto, Ontario M9W 7K6 Canada (SAI GLOBAL). This registration is subject to the SAI Global Terms and Conditions for Certification. While all due care  
and skill was exercised in carrying out this assessment, SAI Global accepts responsibility only for proven negligence. This certificate remains the property  
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# APPENDIX B

### Arthur Drinking Water System Customer Complaints 2015

	Date	Address	Complaint
1	Jan-06	7976 Catherine Street	low flow (internal plumbing)
2	Jan-28	307 McCord Street	strong chlorine odour
3	Jan-30	117 Edward Street	low flow at kitchen sink (cleaned aerator)
4	Mar-12	7 Lynwood Place	discoloured water (directional flushing in the area)
5	Apr-09	20 Bellefield Cres	discoloured water (directional flushing in the area)
6	May-18	30 Eastview Drive	low flow (internal plumbing, filters needed changed)
7	May-25	221 Tucker Street	no water (internal plumbing, someone closed a valve in house)
8	Jul-20	196 Frederick Street East	discoloured water (due to valving for Frederick St. E. construction)
9	Jul-20	191 Frederick Street East	discoloured water (due to valving for Frederick St. E. construction)
10	Jul-20	333 McCord Street	discoloured water (due to valving for Frederick St. E. construction)
11	Jul-21	454 Smith Street	discoloured water (due to valving for Frederick St. E. construction)
12	Jul-21	353 Smith Street	discoloured water (due to valving for Frederick St. E. construction)
13	Jul-21	170 Conestoga Street	discoloured water (due to valving for Frederick St. E. construction)
14	Jul-21	320 Walton Street	discoloured water (due to valving for Frederick St. E. construction)
15	Aug-19	292 Carroll Street	low flow (internal plumbing)
16	Aug-26	7976 Catherine Street	low flow (internal)

### Mount Forest Drinking Water System Customer Complaints 2015

	Date	Address	Complaint
1	Mar-04	465 Durham Street West	discoloured water (possibly starting to freeze)
2	Mar-06	336 Sligo Road	discoloured water (possibly starting to freeze)
3	Mar-11	116 Melissa Cres	discoloured water (due to operation of fire hydrant in area)
4	May-22	440 Durham Street West, unit 107	black specs in hot water (hot water heater)
5	May-23	440 King Street East, unit B3	discoloured water (internal plumbing issue)
6	Jun-10	242 Main Street South	discoloured water
7	Jul-21	145A Church Street	taste/odour
8	Aug-28	360 Homewood Avenue	discoloured water (due to lack of use)
9	Oct-29	210 Waterloo Street	Discoloured water (construction)

# Appendix C





**TOWNSHIP OF WELLINGTON NORTH  
DWQMS MANAGEMENT REVIEW  
MEETING MINUTES**

**Date:** November 17, 2015

**Time:** 10:30 am

**Location:** Municipal Council Chamber  
Kenilworth, Ontario

**Attendees:**

Mike Givens, CAO (Top Management)  
Matthew Aston, Director of Public Works (Top Management)  
Barry Trood, Water/Sewer Superintendent (Top Management)  
Melissa Irvine, Process Compliance Analyst/Quality Management Representative  
Corey Schmidt, Water/Sewer Foreman  
Laura Rooney, Finance/Public Works Clerk  
Mayor Andy Lennox  
Councillor Sherry Burke  
Councillor Dan Yake

**Discussion Items**

Management Review Report (as attached) was circulated to all participants. Quality Management Representative presented using a power point presentation.

**Discussion ensued around the following items:**

**Incidents of Adverse Drinking Water Tests**

- CAO questioned false positives in regards to lead sampling, would this be actual lead? Department Staff concurred that it was most likely sampler error, lab error, or contaminated bottle. In this particular case, the resample result came back under 10 ug/L. Mayor Lennox noted that when you are working in such small units, more potential for error.
- DPW inquired if it was the same corrective actions and protocol for MOECC & MOH when adverse test result for lead came in. PCA explained that it would be depend on the location of the adverse. If the adverse is in the distribution system (i.e. Hydrant) then it is reportable to the MOECC and MOH. If the adverse is in private plumbing (i.e. house) then no notification to MOH required but the homeowner is notified via letter directly delivered to their door
- DPW inquired actual date of the sample, PCA thought July

**Action Item:** follow up with DPW with date of adverse lead sample in Mount Forest distribution

### **Internal & Third Party Audits**

**Action Item:** QMR follow up with the auditor in regards to the two OFI's on October 1<sup>st</sup>, 2015 surveillance audit

### **Results of Emergency Response Testing**

- CAO inquired how long the boil water advisory lasted. PCA and Foreman confirmed approximately 1 week
- Councillor Yake asked if contractor was responsible for corrective actions in regards to the hole that was bored through that led to the Boil Water Advisory. It was discussed that each incident needs to be individually assessed. This particular incident, the locates were not precise therefore not the contractor at fault, as they followed their locates.
- DPW noted that the generators are also serviced annually by an outside contractor (Genco)

### **Operational Performance**

- Foreman indicated that Hollen Controls should be finishing SCADA upgrades this week
- Superintendent confirmed that the main on Isabella Street is original main from when well #1 and the multi legged water tower were installed; it is old cast iron main therefore higher incidences of repairs being needed
- CAO inquired as to where Isabella Street is in budgeting process. DPW indicated that they are asking for engineering to be completed on it in 2016

### **Changes That Could Affect the Quality Management System**

-Foreman summarized the main changes in the new Ontario Watermain Disinfection Procedure. There will be 2 Classes of breaks, class 1 break is repaired under pressure and will not require notification to MOH or bacteriological sampling post repair. Class 2 break will require notification to MOH, sampling, etc.

**Action Item:** update watermain break procedure to reflect the new procedure

**Action Item:** QMR review EBR registry for changes to standard and make comments if necessary and investigate how changes will affect our QMS directly

### **Consumer Feedback**

- CAO inquired if the complaints listed include Frozen Services. The complaints listed in the first bullet of the report only are quality complaints only; frozen services complaints are tabulated independent of quality complaints
- QMR advised that Superintendent, Foreman and she are going to brainstorm and draft a policy in regards to Frozen Services
- CAO inquired if the policy will explain when we will tell people when/if to run their water to prevent freeze ups. Yes the policy will include this.

**Action Item:** Water department staff to develop a draft frozen services policy

### **Results of Infrastructure Review**

-DPW indicated that Appendix C is a projected capital budget, and is unapproved

**Action Item:** Council to review/approve budget when complete

**Other Items**

-Mayor Lennox inquired is our water quality going to be sustainable for the next 25-30 years with expected growth and development. QMR indicated that council will receive more information in the New Year via Summary 22 reports in regards to quantity

-Superintendent believes the quantity should be okay but storage and pressure could be an issue for maintaining adequate fire protection

**Meeting adjourned at 11:30am**

DRAFT



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035

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

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

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

**SUBJECT: REPORT PW 2015-095 BEING A REPORT ON WATER AND  
SANITARY FEES AND CHARGES**

#### **RECOMMENDATION**

**THAT** Report PW 2015-095 being a report on water and sanitary fees and charges be received;

**AND FURTHER THAT** the Council of the Township of Wellington North direct staff to revise the water and sanitary connection fees as detailed within Table B attached to this report;

**AND FURTHER THAT** the Council of the Township of Wellington North authorize the Mayor and Clerk to sign the water and sanitary fees and charges by-law.

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

Report CLK 2015-053 being a report on Fees and Charges

#### **BACKGROUND**

At the October 26<sup>th</sup> meeting of the Administration and Finance committee, staff provided a recommendation for a "cost recovery model" for water and sanitary connections as opposed to the current fixed water and sanitary connection fees. At this meeting the committee seemed agreeable to staff's proposal with only one committee member raising concern.



Table A – Cost Recovery Model

<b>WATER AND SEWER SCHEDULE "A"</b>			
	<b>2015</b>	<b>2016</b>	<b>COMPARATORS/RATIONALE</b>
<b>Water Servicing Charges</b>			
Paved Road with curb and/or sidewalk up to 1" service	\$3,000.00	ACTUAL COST*	Moving to full cost recovery
Paved Road with curb and/or sidewalk 1 ½" to 4" service	\$4,200.00		
Paved Road with curb and/or sidewalk 6" service	\$4,700.00		
Paved Road Only up to 1" service	\$2,500.00		
Paved Road Only 1 ½" to 4" service	\$3,700.00		
Paved Road Only 6" service	\$4,200.00		
Gravel Road Only up to 1" service	\$2,200.00		
Gravel Road Only Services 1 ½" to 4" service	\$3,400.00		
Gravel Road 6" service	\$3,900.00		
<b>Sanitary Sewer Charges</b>			
Paved road with curb and/or sidewalk up to 6" service	\$3,600.00	ACTUAL COST*	Moving to full cost recovery
Paved road with curb and/or sidewalk 8" service	\$4,000.00		
Paved road only up to 6" service	\$3,100.00		
Paved road only 8" service	\$3,500.00		
Gravel road only up to 6" service	\$2,700.00		
Gravel road only 8" service	\$3,100.00		

**Exceptions and Special Circumstances**

The following rates apply when the service connection exists at property line or if the connection is made in the boulevard and does not involve disturbing asphalt/sidewalk or curb. Extra charges for large services apply.

Water	\$2,100.00	ACTUAL COST*	Moving to full cost recovery
Sanitary Sewer	\$2,600.00		

**ACTUAL COST\***

The Township of Wellington North will implement a cost recovery program for work associated with water and waste water service connection including road, sidewalk or any other restoration work required.

**CONNECTION FEES**

Must be paid in full to the Township prior to connection to the distribution system. The installation must be inspected by the Township's Building and/or Public Works Department. It is illegal to connect to the Township's water and sewage systems without proper approval.



Table B – 1.5% Increase

<b>WATER AND SEWER SCHEDULE "A"</b>			
	<b>2015</b>	<b>2016</b>	<b>COMPARATORS/RATIONALE</b>
<b>Water Servicing Charges</b>			
Paved Road with curb and/or sidewalk up to 1" service	\$3,000.00	\$3,045.00	1.5% Increase
Paved Road with curb and/or sidewalk 1 ½" to 4" service	\$4,200.00	\$4,263.00	
Paved Road with curb and/or sidewalk 6" service	\$4,700.00	\$4,770.50	
Paved Road up to 1" service	\$2,500.00	\$2,537.50	
Paved Road 1 ½" to 4" service	\$3,700.00	\$3,755.50	
Paved Road 6" service	\$4,200.00	\$4,263.00	
Gravel Road up to 1" service	\$2,200.00	\$2,233.00	
Gravel Road Services 1 ½" to 4" service	\$3,400.00	\$3,451.00	
Gravel Road 6" service	\$3,900.00	\$3,958.50	
<b>Sanitary Sewer Charges</b>			
Paved road with curb and/or sidewalk up to 6" service	\$3,600.00	\$3,654.00	1.5% Increase
Paved road with curb and/or sidewalk over 6" service	\$4,000.00	\$4,460.00	
Paved road up to 6" service	\$3,100.00	\$3,146.50	
Paved road over 6" service	\$3,500.00	\$3,958.50	
Gravel road up to 6" service	\$2,700.00	\$2,740.50	
Gravel road over 6" service	\$3,100.00	\$3,552.50	

**Exceptions and Special Circumstances**

The following rates apply when the service connection exists at property line or if the connection is made in the boulevard and does not involve disturbing asphalt/sidewalk or curb. Extra charges for large services apply.

Water	\$2,100.00	\$2,131.50	1.5% Increase
Sanitary Sewer	\$2,600.00	\$2,639.00	

**CONNECTION FEES**

Must be paid in full to the Township prior to connection to the distribution system. The installation must be inspected by the Township’s Building and/or Public Works Department. It is illegal to connect to the Township’s water and sewage systems without proper approval.

**ADDITIONAL COSTS**

At the discretion of the Director of Public Works, any connection costs in excess of the above described fees will be invoiced to the proponent



7490 Sideroad 7 W, PO Box 125,  
Kenilworth, ON N0G 2E0  
www.wellington-north.com

519.848.3620  
1.866.848.3620 FAX 519.848.3228

041

Plan to  
Simply Explore.

www.simplyexplore.ca

**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF DECEMBER 7, 2015**

**FROM: DARREN JONES  
CHIEF BUILDING OFFICIAL**

**SUBJECT: CBO 2015-18 BUILDING PERMIT REVIEW  
PERIOD ENDING NOVEMBER 30, 2015**

### **RECOMMENDATION**

THAT Council of the Corporation of the Township of Wellington North receive the Building Permit Review for the period ending November 30, 2015.

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

1. CBO 2015-14 Building Permit Review Period Ending October 31, 2015

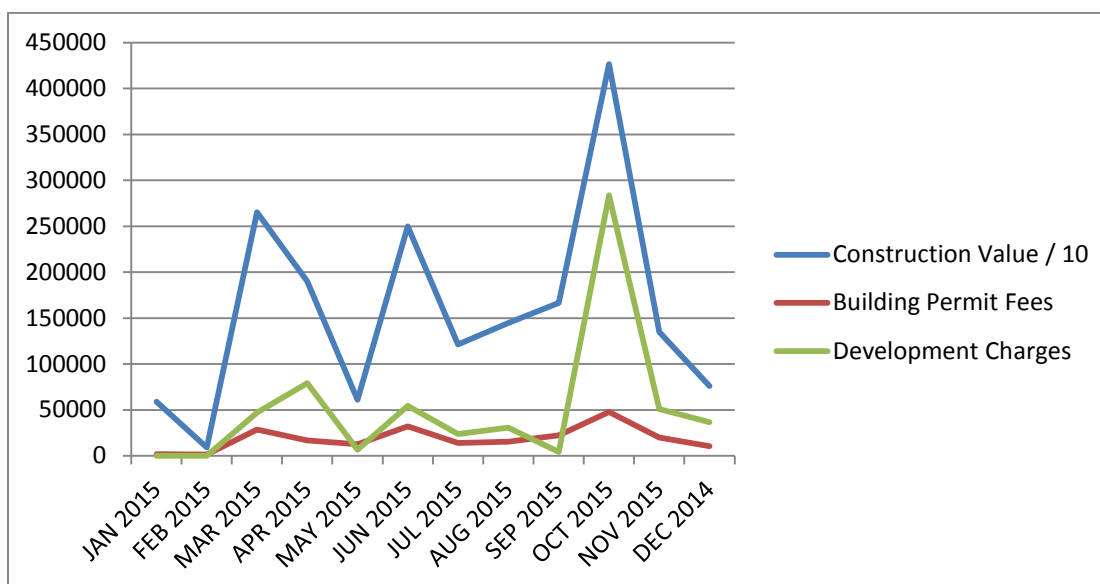
### **BACKGROUND**

<b>PROJECT DESCRIPTION</b>	<b>PERMITS ISSUED</b>	<b>CONSTRUCTION VALUE</b>	<b>PERMIT FEES</b>	<b>DEV. CHARGES</b>
Single Family Dwelling	0	0.00	0.00	0.00
Multi Family Dwelling	4	400,000.00	8,700.35	50,872.00
Additions / Renovations	2	40,000.00	933.32	0.00
Garages / Sheds	0	0.00	0.00	0.00
Pool Enclosures / Decks	2	1,700.00	287.34	0.00
Commercial	3	114,000.00	2,891.50	0.00
Assembly	0	0.00	0.00	0.00
Industrial	1	8,000.00	604.00	0.00
Institutional	0	0.00	0.00	0.00

Agricultural	4	747,000.00	6,292.21	0.00
Sewage System	0	0.00	0.00	0.00
Demolition	1	40,000.00	126.00	0.00

Total November 2015	17	1,350,700.00	19,834.72	50,872.00
Total Year to Date 2015	189	18,429,959.00	224,771.14	589,018.66

12 Month Average	16	1,586,871.58	18,658.00	51,487.22
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10 Year Monthly Average	14	1,958,074.60	16,343.24	33,777.96
10 Year, Year to Date Average	214	21,511,696.00	194,564.20	279,909.90

**FINANCIAL CONSIDERATIONS**

None.

**STRATEGIC PLAN**

This report does not directly relate to the implementation of the Township of Wellington North Strategic Plan.

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

Yes                       No                       N/A

Which pillars does this report support?

Community Growth Plan                       Community Service Review  
 Human Resource Plan                       Corporate Communication Plan  
 Brand and Identity                       Positive Healthy Work Environment  
 Strategic Partnerships                       None

**PREPARED BY:**

**RECOMMENDED BY:**



**DARREN JONES**  
**CHIEF BUILDING OFFICIAL**

**MICHAEL GIVENS**  
**CHIEF ADMINISTRATIVE OFFICER**

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

Thursday, November 19, 2015 - 12:00 pm  
 Arthur Historical Society Room, Arthur

**Members Present:** Chair James Taylor  
 Karen Armstrong  
 Gail Donald – Arthur Historical Society  
 Linda Hruska, Mount Forest  
 Robert Macdonald – Arthur Agricultural Society, Arthur Historical Society  
 Bonny McDougall - Arthur  
 Penny Renken, Mount Forest Archives  
 Trish Wake, Mount Forest Community Animator/Chamber  
 of Commerce

**Staff Present:** April Marshall, Tourism, Marketing & Promotion Manager  
 Michelle Stone, Administrative Support

**Absent:** Dale Small, Business Economic Officer  
 Dan Yake, Councillor

**CALLING THE MEETING TO ORDER**

Chair James Taylor called the meeting to order at 12:00 pm and thanked the Arthur Historical Society for hosting the meeting.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION WNCR 2015-024**

Moved By: Bonny McDougall

Seconded By: Gail Donald

*THAT THE Agenda for the November 19th, 2015 Wellington North Cultural Roundtable Committee Meeting be accepted and passed.*

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

None declared

**DELEGATIONS**

**MINUTES OF PREVIOUS MEETING**

**RESOLUTION WNCR 2015-025**

Moved By: Robert Macdonald

Seconded By: Bonny McDougall

*THAT THE Cultural Roundtable Committee receive the minutes of the October 15th, 2015 Cultural Roundtable meeting.*

**CARRIED**

**BUSINESS ARISING FROM MINUTES**

N/A

**NEW BUSINESS****1. From the Chair:**

Jim Taylor

Chair Jim Taylor received information regarding the status of the Blacksmith Shop in Kenilworth. There will be a Committee with Kate Rowley of the Mount Forest Museum and Archives spearheading and will be comprised of three representatives each from Arthur, Mount Forest and Wellington County. The Committee will update the committee contact list and agreed to circulate the information within the committee.

**2. Report EDO2015-41**

Doors Open Wellington North

**RESOLUTION WNCR 2015-026**

April Marshall, Tourism, Marketing & Promotion Manager presented highlights of the event and plans for 2016.

Moved By: Linda Hruska

Seconded By: Penny Renken

*THAT the Township of Wellington North Cultural Roundtable receive for information report EDO 2015-41 Doors Open Wellington North;*

*AND FURTHER THAT the Township of Wellington North Cultural Roundtable support moving forward with registering September 17<sup>th</sup>, 2016 with the Ontario Heritage Trust for Doors Open Wellington North.*

**CARRIED****3. Volunteer Fair – Trish Wake, Mount Forest Community Animator/Chamber of Commerce**

The Volunteer Fair held on November 4<sup>th</sup>, 2015 at Wellington Heights Secondary School was very successful. Attendance was approximately 150 students with positive feedback and students showing interest in volunteering with the organizations represented.

**4. Breakout Sessions / Planning**

A roundtable discussion and brainstorming session focusing on three categories including Communication, History and Story Telling and Heritage and Buildings was had to generate ideas on future direction and action items for the upcoming year.

**5. ANNOUNCEMENTS**

- **Lions Club Annual Craft Show**

Sunday, November 22, 2015, Arthur Community Centre in Arthur

- **Agriculture Incubator w/ Minto, Mapleton, Centre Wellington**

Tuesday, November 24<sup>th</sup> 7:00 pm – 9:00 pm at LaunchIt Minto in Harriston

- **Arthur Opti-Mrs Santa Claus Parade**

Saturday, November 28<sup>th</sup>, 2015 7:00 pm, Main Street in Arthur

- **Wellington North Christmas Party**

Saturday, November 28<sup>th</sup> 2015 6:00 pm, Mount Forest & District Sports Complex in Mount Forest

- **Mount Forest Santa Claus Parade**

Friday, December 4<sup>th</sup>, 2015 7:00 pm, Main Street in Mount Forest

**6. ROUNDTABLE**

Bonny McDougall noted that the brochures for the 2016 International Plowing Match have been printed and that a “Get Caught Blue Handed” Promotion is underway. Brochures and promotion material will be delivered to the Township Office in the next week.

April Marshall, Tourism, Marketing & Promotion Manager commented that Remembrance Day ceremonies in both Arthur and Mount Forest were very well attended. A social media post on “Arthur Most Patriotic Village” garnered over 13,000 views.

There is discussion underway to partner with Minto and Mapleton in having an event with Gregory C.N. Smith, a speaker focusing on youth engagement.

Trish Wake, Mount Forest Community Animator/Chamber of Commerce, received congratulations on the success of the Volunteer Fair.

Robert Macdonald reported that the tulips were successfully planted at the Arthur Cenotaph.

7. **NEXT COMMITTEE MEETING**

The next meeting will be held on Thursday, January 21<sup>st</sup>, 2016.

8. **ADJOURNMENT**

**RESOLUTION WNCR 2015-027**

Moved By: Bonny McDougall

Seconded By: Karen Armstrong

***THAT THE** Cultural Roundtable Committee meeting be adjourned at 2:06pm.*

**CARRIED**



**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
ADMINISTRATION/FINANCE COMMITTEE MINUTES  
WEDNESDAY, NOVEMBER 25, 2015 AT 4:30 P.M.**

**Present:** Sherry Burke, Councillor, Chairperson, Administration and Finance  
 Andy Lennox, Mayor  
 Lisa Hern, Councillor  
 Steve McCabe, Councillor  
 Dan Yake, Councillor  
 Michael Givens, CAO  
 Karren Wallace, Clerk  
 Paul Dowber, Treasurer  
 Cathy Conrad, Executive Assistant  
 Mary Jo Marshall, Deputy Treasurer  
 Matthew Aston, Director of Public Works  
 Barry Lavers, Director of Recreation Parks and Facilities  
 Darren Jones, Chief Building Official  
 Dale Small, Economic Development Officer  
 April Marshall, Tourism, Marketing, Promotion Manager

**CALL THE MEETING TO ORDER**

Chairperson Burke called the meeting to order.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION A&F 2015-71**

Moved by: Councillor Hern

Seconded by: Councillor McCabe

*THAT the Agenda for the November 25, 2015 Administration & Finance Committee meeting be accepted and passed.*

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

No declaration of pecuniary interest.

**DELEGATION**

Richard Bucknall, Chief Administrative Officer, Wellington North Power

- Loan Application to finance the 2<sup>nd</sup> Line Feeder to Mount Forest (2016)

Mr. Bucknall appeared before the Committee to discuss the need for a 2<sup>nd</sup> Line Feeder to Mount Forest. Wellington North Power requires shareholder approval to apply for funding.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
ADMINISTRATION/FINANCE COMMITTEE MINUTES  
WEDNESDAY, NOVEMBER 25, 2015 AT 4:30 P.M.**

**RESOLUTION A&F 2015-72**

Moved by: Councillor McCabe

Seconded by: Councillor Hern

*THAT the Administration and Finance Committee of the Township of Wellington North receive the request for Approval to Proceed with Loan to finance the 2<sup>nd</sup> Line Feeder to Mount Forest (2016);*

*AND FURTHER THAT the Administration and Finance Committee recommend to Council approval of Wellington North Power Inc. borrowing up to \$1,500,000 from Infrastructure Ontario to finance the construction of a second line to Mount Forest.*

**CARRIED**

**ADMINISTRATION**

Setting dates for 2016 Administration and Finance Committee meetings

**RESOLUTION A&F 2015-73**

Moved by: Councillor Hern

Seconded by: Councillor McCabe

*THAT the Administration and Finance Committee of the Township of Wellington North set the following dates for 2016 Administration and Finance Committee meetings, in accordance with the Administration and Finance Committee Mandate:*

*January 18, 2016*

*April 18, 2016*

*July 18, 2016*

*October 24, 2016*

**CARRIED**

Report from Darren Jones, Chief Building Official

- CBO 2015-17 Ontario Building Officials Association Annual Meeting and Training Session

**RESOLUTION A&F 2015-74**

Moved by: Councillor McCabe

Seconded by: Councillor Hern

*THAT the Administration and Finance Committee of the Township of Wellington North receive for information report CBO 2015-17 Ontario Building Officials Association Annual Meeting and Training Session.*

**CARRIED**

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
ADMINISTRATION/FINANCE COMMITTEE MINUTES  
WEDNESDAY, NOVEMBER 25, 2015 AT 4:30 P.M.**

**FINANCE**

Draft 2016 Capital Budget

- Capital Budget Summary (Capital Budget previously distributed to Council. Complete copy available for viewing in Municipal Office)
- 6 year Capital Budget forecast

The Committee reviewed the 2016 Capital Budget Proposed Project Costs and the 6 Year Capital Budget Forecast.

**RESOLUTION A&F 2015-75**

Moved by: Councillor Yake

Seconded by: Mayor Lennox

*THAT the Administration and Finance Committee of the Township of Wellington North direct staff to prepare a draft 2016 Budget to be presented at the December 17, 2015 meeting of the Administration and Finance Committee.*

**CARRIED**

**RESOLUTION A&F 2015-76**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Administration and Finance Committee of the Township of Wellington North recommend that Council approve the 2016 capital purchase for:*

1. *The 2016 portion of the Frederick Street reconstruction project in the amount of \$161,986.*
2. *The 2016 portion of the Rick Hopkins Bridge Project in the amount of \$425,937.*

**CARRIED**

**NEXT MEETING DATE**

The next Administration and Finance Committee meeting to be Thursday, December 17, 2015

**ADJOURNMENT**

**RESOLUTION A&F 2015-77**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Administration & Finance Committee meeting of November 25, 2015 be adjourned at 8:10 p.m.*

**CARRIED**

# NOTICE

## The Government of Ontario Process for Ministers' and Parliamentary Assistants' Delegations at the OGRA/ROMA Combined Conference

Sunday February 21 – Wednesday February 24, 2016  
Toronto, Ontario

Individual Ministers and Parliamentary Assistants are being asked to participate in municipal delegations. Please note that not all Ministers and Parliamentary Assistants will be taking delegations. If your municipality wishes to meet with a Minister or Parliamentary Assistant, we ask that you complete and submit the online form. Please note all request forms **must** include the name of a contact person who is knowledgeable about the issue and available to respond to ministry inquiries in a timely manner.

The Ministry of Municipal Affairs and Housing (MMAH) will respond to delegation requests for the Minister of Municipal Affairs and Housing. MMAH will advise other Ministers and Parliamentary Assistants of delegation requests and decisions on delegations will be made and given to you by the Ministers requested. To assist in expediting your delegation request, we ask that you use the Municipal Delegation Request Form rather than going through your MPP or directly to the Ministers' Offices.

In order to facilitate municipalities in planning their delegation schedules we will advise municipalities of their delegation times prior to the conference. As a result, **no delegation requests will be accepted after the DEADLINE of FRIDAY, January 08, 2016.**

Municipalities will be contacted by the respective Ministries about their requests and, if applicable, the meeting time and location, approximately **one week** before the Conference.

You can now submit one form to request delegation meetings with up to 4 ministries. To request delegation meetings with more than 4 ministries, please submit a new form. Please limit issues for discussion to a maximum of 3 per ministry. We ask that delegates not meet with more than one Minister on a given issue. To make the most of the delegation time available (delegations usually run 15 minutes), please ask to discuss your issue only with the Minister or Parliamentary Assistant responsible for that issue.

Thank you.

Vinothini Kajendran  
Municipal Programs and Education Branch  
Ministry of Municipal Affairs and Housing  
Telephone: 416-585-6280  
E-mail : [vinothini.kajendran@ontario.ca](mailto:vinothini.kajendran@ontario.ca)

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

**BY-LAW NUMBER 085-2015**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP  
OF WELLINGTON NORTH TO CONSTITUTE AND APPOINT  
MEMBERS TO THE TOWNSHIP OF WELLINGTON NORTH  
COURT OF REVISION FOR DRAIN 64**

**WHEREAS** Section 97 (1) of the *Drainage Act*, as amended, provides that a court of revision shall consist of three or five members appointed by the council of the initiating municipality.

**AND WHEREAS** at the November 23, 2015 meeting, the Council of the Corporation of the Township of Wellington North confirmed by resolution 2015-0511, the representative appointments for the Township of Wellington North Court of Revision for Drain 64 Project and directed staff to prepare the necessary appointment by-law.

**AND WHEREAS** the Council of the Corporation of the Township of Wellington North deems it advisable to confirm the following Court of Revision Appointments.

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

**1. ADMINISTRATION**

That the Council of the Corporation of the Township of Wellington North do hereby appoint Council Steve McCabe as CHAIR, Councillor Lesa Hern and Councillor Sherry Burke to the Court of Revision for the Corporation of the Township of Wellington North for Drain 64 Project.

**2. ROLE OF COURT OF REVISION**

The Court of Revision hears appeals on assessments being the portion of the cost of a proposed drainage work to be collected from the landowner.

**3. CONFLICTING LEGISLATION**

If this By-Law conflicts with the provisions of any Act, other than the *Municipal Act, 2001*, as amended, the provisions of the *Municipal Act* shall prevail to the extent of the conflict.

#### **4. VALIDITY AND SEVERABILITY**

- 4.1 It is hereby declared that notwithstanding any section, subsections, clause, paragraph or provision of the By-Law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Council to enact, such section or sections or parts thereof shall be deemed to be severable and that all other sections or parts of this By-Law are separate and independent there from and enacted as such as a whole. Same shall not affect the validity or enforceability of any other provisions of this By-law or of the By-law as a whole.
- 4.2 Whenever any reference is made in this By-Law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute and all successor legislation to such statute.

#### **5. FORCE AND EFFECT**

This By-law shall take effect and become in full force and effect upon its passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 7TH DAY OF DECEMBER, 2015.**

---

**ANDY LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

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

**BY-LAW NUMBER 086-2015**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP  
OF WELLINGTON NORTH TO PROVIDE FOR DRAINAGE WORKS  
IN THE TOWNSHIP OF WELLINGTON NORTH FOR DRAIN 64**

**WHEREAS** the Council of the Township of Wellington North has procured a report under sections 4 and 8 of the *Drainage Act* for the improved drainage in North ½ of Lot 10, Concession 5 (West Luther), now the Township of Wellington North in the watershed of Drain 64;

**AND WHEREAS** the report dated October 30, 2015 has been authored by K. Smart Associates Limited and the attached report forms part of this by-law;

**AND WHEREAS** the estimated total cost of constructing the drainage works, including engineering costs, is \$88,090;

**AND WHEREAS** \$260.00 is being assessed to the Township of Wellington North (former West Luther) for assessment on roads in the municipality;

**AND WHEREAS** \$8,843 is being assessed to the County of Wellington for assessment on roads in the County;

**AND WHEREAS** \$27,780.00 is being assessed to the County of Wellington as a special assessment to Wellington Road 16;

**AND WHEREAS** \$6,515 is being assessed to the Grand River Conservation Authority as a special benefit assessment;

**AND WHEREAS** \$44,692 is being assessed to the landowners within the Township of Wellington North;

By-law Number 086-15  
Page 2 of 2

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

**THAT** the report dated October 30, 2015 has been authored by K. Smart Associates Limited is hereby adopted and the drainage works therein is hereby authorized and shall be completed as set out in the report;

**AND FURTHER THAT** this By-law shall take effect and become in full force and effect upon the day of third reading and passage thereof.

**READ A FIRST TIME THIS 7<sup>TH</sup> DAY OF DECEMBER, 2015**

**READ A SECOND TIME THIS 7<sup>TH</sup> DAY OF DECEMBER, 2015.**

---

**ANDY LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

**READ A THIRD TIME AND FINALLY PASSED THIS xxx DAY OF XXX 2016**

---

**ANDY LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**



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

**BY-LAW NUMBER 087-15**

**BEING A BY-LAW TO ESTABLISH THE FEES AND CHARGES  
FOR RECREATION SERVICES PROVIDED BY THE  
MUNICIPALITY**

**WHEREAS** Section 391. (1) of *the Municipal Act*, 2001 S.O. Chapter 25 as amended (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons; and

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

1. **THAT** the fees and charges for recreation services are established as shown in the Schedules attached hereto and forming part of this By-law:  
  
Schedule "A" - Arthur and Area Community Centre  
Schedule "B" - Mount Forest & District Sports Complex  
Schedule "C" - Aquatic Programs
2. **THAT** the effective date of the fees and charges is January 1, 2016.
3. **THAT** all fees and charges will be subject to applicable taxes [including but not limited to, Provincial Sales Tax (P.S.T.), Goods and Services Tax (G.S.T.) and Harmonized Sales Tax (H.S.T.).
4. That unpaid fees and charges imposed pursuant to this by-law are subject to an interest rate of one and one-half percent per month.
5. **THAT** all charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Wellington North owned by such person or persons and may be collected in the same manner as taxes, in accordance with Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.

6. **THAT** this by-law shall be known as the "Recreation Fees and Charges By-law".
7. **THAT** this by-law shall come into force upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 7TH DAY OF DECEMBER, 2015.**

---

**ANDY LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

**APPENDIX A  
BY-LAW NUMBER 087-15  
THE TOWNSHIP OF WELLINGTON NORTH  
RECREATION RENTAL FEES & CHARGES  
Effective January 1, 2016**

**(Applicable HST not included)**

**SCHEDULE "A"  
ARTHUR AND AREA COMMUNITY CENTRE**

ARTHUR & AREA COMMUNITY CENTRE 150 Domville St.	JANUARY 1 <sup>ST</sup> , 2016	MUNICIPAL STATUTORY HOLIDAY RATES
<b>LOWER HALL</b>		
<b>Stag &amp; Doe</b>	792.00	951.00
Friday & Saturday & Municipal Holidays	602.00	722.00
Sunday to Thursday	337.00	404.00
Hourly Rates (Special Events Min. 3 Hours)	60.00	72.00
Tournament Rates (Minor Sports)	238.00	286.00
Extra Set Up & Clean Up Time/Hour	54.00	64.00
<b>UPPER HALL</b>		
Friday & Saturday & Municipal Holidays	273.00	328.00
Sunday to Thursday	196.00	235.00
Hourly Rates (Special Events Min. 3 Hours)	36.00	43.00
Tournament Rates (Minor Sports)	196.00	235.00
Local User Groups (Meeting Space when staff available)	N/C	
<b>PAVILION</b>		
One day event	212.00	255.00
Evening Event 5 pm – 1 am	119.00	143.00
Hourly Rate – Minimum of 3 Hours	31.00	37.00
<b>CAMPING (Special Events Only)</b>		
Daily Rate	31.00	37.00
<b>BALL DIAMONDS</b>		
Local Minor Ball per Game – No Lights	35.00	41.00
Adult Rates per Game – No Lights	43.00	50.50
Local Evening Tournament (serviced)	91.00	106.00
Tournaments per Day	139.00	159.00
Tournaments per Day (serviced) *	205.00	245.00
Lights per Game	14.50	17.00

**APPENDIX "A"**  
**BY-LAW NUMBER 087-15**  
**THE TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION RENTAL FEES & CHARGES**

**SCHEDULE "A" (continued)**  
**ARTHUR AND AREA COMMUNITY CENTRE**

ARTHUR & AREA COMMUNITY CENTRE 150 Domville St.	JANUARY 1 <sup>ST</sup> , 2016	MUNICIPAL STATUTORY HOLIDAY RATES
<b>ARENA FLOOR</b>		
Minor Sports per Hour	47.50	57.00
Local Adults per Hour	58.50	70.00
Prime – Friday and Saturday	648.00	778.00
Non Prime – Sunday to Thursday	455.00	546.00
Non Resident per Hour	66.00	79.00
<b>ARENA ICE (Prices go up effective June 1<sup>st</sup> annually)</b>		
Minor Sports per Hour	104.00	125.00
Local Adults per Hour	123.00	148.00
Non Resident per Hour	142.00	170.00
Non-Prime (Monday to Friday - 7 a.m. to 3 p.m.)	96.00	115.00
School Rates (Skating)	36.00	
<b>POOL RENTALS</b>		
Arthur & Area Aquatic Centre per Hour	110.00	128.50
School Rates (All Facilities) Hourly	49.00	
<b>CONN PAVILION</b>		
Day Rate (includes a \$5.00 donation)	79.50	
<b>DAMASCUS HALL Bookings done by Betsy Benham 519-848-3120</b>		
Day Rate	80.00	
<b>WALL &amp; BOARD ADVERTISING (Both Arenas) YEARLY</b>		
Wall Advertising per 4' x 8' Ad & 4' x 4'	236.75	
Board Advertising per 4' x 8' Ad & 4' x 6'	354.00 * 575.25	* Lexan included (new customers)
Board Advertising per 4' x 8' Ad – (signs located @ both arenas)	619.00 *1045.50	* Lexan included (new customers)

<b>CORKAGE (Both Arenas)</b>	<b>2016</b>
7 oz Plastic Cup	\$0.13
14 oz. Plastic Cup	\$0.18
Bag of Ice	\$3.50
2L Bottle of Pop	\$3.10
Wrist Bands	\$0.27

**APPENDIX "A"**  
**BY-LAW NUMBER 087-15**  
**THE TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION RENTAL FEES & CHARGES**

**SCHEDULE "B"**  
**MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2016</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>COMMUNITY HALL</b>		
Stag & Doe	792.00	951.00
Friday and Saturday	602.00	722.00
Sunday to Thursday	337.00	404.00
Hourly Rates (Special Events Min. 3 Hours)	60.00	72.00
Tournament Rates (Minor Sports)	238.00	286.00
Lions Club Bingo	177.50	213.00
Seniors Club	16.00/hour	18.00/hour
Shuffle Board	16.00/hour	18.00/hour
Karate	16.00/hour	18.00/hour
Blood Donor Clinic	167.25	
Extra Set Up Time/Hour	54.00	65.00
<b>PLUME ROOM</b>		
Day Rate	212.00	255.00
<b>LEISURE HALL (Upper and Lower)</b>		
Day Rate	212.00	255.00
<b>LEISURE HALL AND PLUME ROOM – HOURLY RATE (Upper and Lower)</b>		
Hourly Rate	36.00	43.00
<b>MEETING ROOM</b>		
Local User Groups (when staff available)	\$0.00	
All others Rented by Hour	31.00	37.00
<b>WALKING TRACK</b>		
Cost per Use	2.00	
Cost per Month	15.00	

**APPENDIX "A"**  
**BY-LAW NUMBER 087-15**  
**THE TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION RENTAL FEES & CHARGES**

**SCHEDULE "B" (continued)**  
**MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2016</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>CORK STREET PAVILION/CONCESSION</b>		
Evening Event (5:00 p.m. – 1 a.m.)	120.00	144.00
One Day Event	212.00	255.00
Hourly Rate	31.00	37.00
<b>SOCCER FIELDS</b>		
Hourly Rate	27.50	31.50
Season Rate for Minor Soccer	6,120.00	
Lights on – Charge per Game	19.00	
<b>BALL DIAMONDS</b>		
Local Minor Ball per Game – No Lights	35.00	41.00
Adult Rates per Game – No Lights	43.00	50.50
½ Day Tournament Rates	91.00	110.00
Tournaments per Day	139.50	167.00
Tournaments per Day (serviced) *	200.00	240.00
Lights per Game	14.50	17.00
<b>ARENA FLOOR</b>		
Minor Sports per Hour	47.50	57.00
Local Adults per Hour	58.50	70.00
Prime – Friday and Saturday	648.00	778.00
Non Prime – Sunday to Thursday	455.00	546.00
Non Resident per Hour	66.00	79.00
<b>ARENA ICE (Prices go up effective June 1<sup>st</sup> annually)</b>		
Minor Sports per Hour	104.00	125.00
Local Adults per Hour	123.00	148.00
Non Resident per Hour	142.00	170.00
Non-Prime (Monday to Friday - 7 a.m. to 3 p.m.)	96.00	115.00
School Rates	36.00	
<b>SUMMER ICE</b>	135.00	162.00

**APPENDIX "A"**  
**BY-LAW NUMBER 087-15**  
**THE TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION RENTAL FEES & CHARGES**

**SCHEDULE "B"(continued)**  
**MOUNT FOREST & DISTRICT SPORTS COMPLEX**

<b>MOUNT FOREST &amp; DISTRICT SPORTS COMPLEX 850 Princess St.</b>	<b>JANUARY 1<sup>ST</sup>, 2016</b>	<b>MUNICIPAL STATUTORY HOLIDAY RATES</b>
<b>STORAGE SPACE (YEARLY)</b>		
Small	231.50	
Large	292.25	
Jr. C – Club Room	574.75	
<b>POOL RENTALS</b>		
Mount Forest Lion Roy Grant Pool per Hour	110.00	128.50
SCHOOL RATES (All Facilities) Hourly	49.00	

**APPENDIX "A"**  
**BY-LAW NUMBER 087-15**  
**THE TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION RENTAL FEES & CHARGES**

**SCHEDULE "C"**  
**AQUATIC PROGRAMS**

<b>MOUNT FOREST LION ROY GRANT POOL AND ARTHUR &amp; AREA AQUATIC CENTRE</b>	<b>JANUARY 1<sup>ST</sup>, 2016</b>
<b>PROGRAM</b>	
Adult & Tot	60.00
Sea Turtle	60.00
Sea Otter	60.00
Salamander	60.00
Sunfish	60.00
Level 1	60.00
Level 2	60.00
Level 3	60.00
Level 4	60.00
Level 5	65.00
Level 6	65.00
Level 7	65.00
Level 8	70.00
Level 9	70.00
Level 10	70.00
1/2 Hour Private Lesson (Min. of 5 purchases in advance)	26.00
1/2 Hour Semi-Private Lesson (Min. of 5 purchased in advance) (Max. 3 Students)	19.00

<b>MOUNT FOREST LION ROY GRANT POOL AND ARTHUR &amp; AREA AQUATIC CENTRE</b>	<b>JANUARY 1<sup>ST</sup>, 2016</b>
Bronze Medallion & Emergency 1st Aid with CPR B	172.00
Bronze Cross with CPR C	172.00
Swim Team (Non Res Fee does not apply) Min of 18 to run program	65.00
<b>GENERAL ADMISSION (HST Included)</b>	
Children Under 5 – 1 Visit	2.00
Children Under 5 – 20 Visit Pass	30.00
Children Under 5 – Season Pass	44.00
Individual 5 years and over – 1 Visit	3.50
Individual 5 years and over – 20 Visit Pass	59.00
Individual 5 years and over – Season Pass	87.00
Family – 1 Visit	11.50
Family 20 Visit Pass	191.25
Family Season Pass	216.25



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

**BY-LAW NUMBER 088-15**

**BEING A BY-LAW TO ESTABLISH THE FEES AND CHARGES  
FOR VARIOUS SERVICES PROVIDED BY THE MUNICIPALITY**

**WHEREAS** Section 391. (1) of *the Municipal Act*, 2001 S.O. Chapter 25 as amended (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons; and

**WHEREAS** pursuant to Section 69 of *The Planning Act*, R.S.O. 1990, as amended, provides that a Council of a municipality may pass a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters.

**WHEREAS** pursuant to Section 7, *Building Code Act*, S.O. 1992, c25, as amended, provides that a Council of a municipality may pass a by-law to prescribe fees for the processing of applications for permits or for the issuance of permits.

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

1. **THAT** the fees and charges for various municipal services are established as shown in the Schedules attached hereto and forming part of this By-law:

Schedule "A"	-	Administration
Schedule "B"	-	Building Department
Schedule "C"	-	Cemeteries
Schedule "D"	-	Fire/Rescue
Schedule "E"	-	Licensing and Lotteries
Schedule "F"	-	Planning Department
Schedule "G"	-	Roads

2. **THAT** the effective date of the fees and charges is January 1, 2016.
3. **THAT** all fees and charges will be subject to applicable taxes [including but not limited to, Provincial Sales Tax (P.S.T.), Goods and Services Tax (G.S.T.) and Harmonized Sales Tax (H.S.T.).
4. **THAT** unpaid fees and charges imposed pursuant to this by-law are subject to an interest rate of one and one-half percent per month.
5. **THAT** all charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Wellington North owned by such person or persons and may be collected in the same manner as taxes, in accordance with Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.
6. **THAT** this by-law shall be known as the "Fees and Charges By-law".
7. **THAT** this by-law shall come into force upon the date of its final passing and Schedules A to H in By-law Number 100-14 are hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 7TH DAY OF DECEMBER, 2015.**

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**ANDY LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15**

**SCHEDULE "A"  
ADMINISTRATION**

**Effective January 1, 2016**

<b>DESCRIPTION</b>	<b>FEE</b>
Marriage Licence	\$125.00
Certification of Documents	\$10.00 per document
Commissioning of Documents (Municipal Forms Only)	No Charge
Commissioning Documents	\$30.00 per document
Completion of Pension Forms (Township resident only)	No Charge
Fax Charges	\$1.00 per page local \$2.00 per page long distance
Flags	
• Wellington North	\$65.00
• Canada	\$50.00
Freedom of Information Requests (legislated fees)	\$5.00 application fee plus disbursements (i.e. photocopying) plus Record Preparation at \$8.75per quarter hour
NSF Cheque Charge	\$30.00
Photocopies (8½ x 11)	Black and White \$0.25 per page Colour \$1.50 per page
Tax Certificate	\$50.00
Tax Sale Proceedings	\$250.00 Administration Fee Plus Cost recovery of fees and disbursements as charged by consultants and solicitors
Burial Permit	\$15.00
Township Pins	\$3.00
Fee for services provided by municipal employees per hr per employee	\$50.00
Tax Arrears Penalties & Interest	Refer to current Tax Rates By-law
Civic Addressing	
911 Sign	\$25.00
911 Post	\$20.00

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15  
SCHEDULE "B"  
BUILDING DEPARTMENT**

Effective January 1, 2016

SECTION NO.	DESCRIPTION	FEE	
		Per Sq. Ft.	Admin. Fee
1.1	Assembly and Institutional Occupancies (Group A & B)		
	a) New construction	.89	\$255.00
	b) Renovation/alteration less than 500 Sq. Ft.	.00	\$127.00
	c) Renovation/alteration greater than 500 Sq. Ft.	.44	\$127.00
1.2	Residential Occupancies (Group C)		
	a) New construction	.89	\$255.00
	b) Basement with ceiling height $\geq$ 6'-11" (2,100 mm)	.31	\$255.00
	c) Renovation/alteration less than 250 Sq. Ft.	.00	\$255.00
	d) Renovation/alteration greater than 250 Sq. Ft.	.31	\$255.00
	e) Attached garage or carport	.38	\$127.00
	f) Detached garage or carport	.38	\$127.00
	g) Accessory building	.19	\$127.00
	h) Deck/porch/veranda	.19	\$127.00
1.3	Business and Mercantile Occupancies (Group D & E)		
	a) New construction	.89	\$255.00
	b) Renovation/alteration less than 500 Sq. Ft.	.00	\$127.00
	c) Renovation/alteration greater than 500 Sq. Ft.	.38	\$127.00
1.4	Industrial Occupancies (Group F)		
	a) New construction	.51	\$255.00
	b) Renovation/alteration less than 500 Sq. Ft.	.00	\$127.00
	c) Renovation/alteration greater than 500 Sq. Ft.	.38	\$127.00
1.5	Agricultural and Farm Building		
	a) New livestock buildings and additions		
	-First 10,000 Sq. Ft.	.30	\$255.00
	-Over 10,000 Sq. Ft.	.25	\$255.00
	b) Livestock renovations	.02	\$255.00
	c) Sheds/shops	.17	\$255.00
	d) Quonset/economy structure	.12	\$127.00
	e) Silos/grain bins	.05	\$127.00
	f) Manure storage or Pit silos		
	-Uncovered	.05	\$127.00
	-Covered	.12	\$127.00
	-Roof over existing	.07	\$127.00

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15  
SCHEDULE "B" (CONTINUED)  
BUILDING DEPARTMENT**

**Effective January 1, 2016**

SECTION NO.	DESCRIPTION	FEE	
		Admin. Fee	
1.6	Temporary Structure		
	a) Portables, meteorological towers, etc. b) Special occasion tent		\$255.00 \$127.00
1.7	Septic Systems		
	a) All classes, new or replacement		\$509.00
	b) Tank replacement c) Leaching bed replacement		\$127.00 \$382.00
1.8	Commercial Wind Turbines	\$255 admin. plus \$58 per \$1,000 of const. value	
1.9	Buildings or Structures that do not fit elsewhere in this Schedule	\$255 admin. plus \$13 per \$1,000 of const. value	
2.0	Demolition Permit		
	a) Class "A" b) Class "B"		\$127.00 \$255.00
3.0	Conditional Permit Full permit fee as calculated under Section 1 Additional permit security may be required Designated Structure the same as Section 1		\$255.00
4.0	Transfer permit		\$255.00
5.0	Change of Use (no construction)		\$127.00
6.0	Reapplication		\$127.00
7.0	Inspection of wood burning appliance installation		\$127.00
8.0	Pool Enclosure Fence		\$127.00
9.0	L.L.B.O. inspections and letters for occupant loads		\$127.00
10.0	Certificate of Compliance – Building and Zoning		\$94.00
11.0	Works Damage/Lot Grading where applicable	<b>Deposit</b>	<b>Fee</b>
		\$1,900.00	\$100.00

**NOTE TO SCHEDULE**

An investigation fee equal to the applicable building permit fee shall be applied where work has commenced prior to the issuance of the required building permit in addition to the building permit fee to be charged when permit is issued, at the discretion of the CBO.

**THE TOWNSHIP OF WELLINGTON NORTH**  
**BY-LAW NUMBER 88-15**  
**SCHEDULE "C"**  
**CEMETERIES**  
**MOUNT FOREST CEMETERY**

Rates filed in accordance with The Cemeteries Act – effective July 1, 2012

DESCRIPTION	FEE
<b><u>SALE OF PLOTS</u></b>	
Single Grave 3 ½ feet x 10 feet (Care and Maintenance Fund included) (40% of selling price – minimum – \$280.00)	\$800.00
<b><u>INTERMENT CHARGES</u></b> (Opening and closing)	
a) Adult	\$500.00
b) Infant without device and dressing	\$150.00
c) Cremated remains	\$250.00
d) Double depth charge – extra	\$150.00
e) Surcharge - Saturday funerals until 12 noon & holidays -standard	\$300.00
f) Surcharge - Saturday funerals until 12 noon & holidays - cremated	\$200.00
g) Surcharge for Burials that occur outside the hours of 9 a.m. – 3 p.m. Mon-Fri	\$100.00
<b><u>DISINTERMENT CHARGES</u></b>	
Disinterment, including reburial at another location in the same cemetery	\$300.00
Disinterment, including lowering remains at the same location	\$250.00
Disinterment, only for reburial in another cemetery	\$250.00
Disinterment, as in (a) above from double depth	\$350.00
Disinterment, as in (c) above from double depth	\$250.00
<b><u>VAULT STORAGE</u></b>	
a) Non-resident	\$150.00
b) Resident	Nil
<b><u>GENERAL</u></b>	
Transfer of Interment Right	\$25.00
<b><u>COLUMBARIUM RATES</u></b>	
Single niche to accommodate two urns (care and maintenance fund included)	\$1,000.00
Interment (opening & sealing compartment)	\$150.00

NOTE: Amendments subject to approval from Ministry of Consumer Services – Cemetery Regulation Unit

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15**

**SCHEDULE "D"  
FIRE/RESCUE**

**Effective January 1, 2016**

<b>DESCRIPTION</b>	<b>FEE</b>
<b>Inspections: By Request Only</b>	
Single Residence	\$100.00
Institution / Industrial / Commercial	\$100.00
Apartments / Condominiums	\$100.00 plus \$10.00 per unit
<b>Fire Search Fees / Approvals</b>	
Fire Reports	\$150.00
Fire investigation reports	\$150.00
<b>Motor Vehicle Incidents:</b> Non-residents/non-taxpayers of Wellington North are involved in a motor vehicle accident within the municipal boundary of the Township of Wellington North that require the Fire / Rescue to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance payable, the owner shall be billed directly	\$450.00 per response unit for first hour and \$225.00 per response unit for each half hour thereafter
<b>Administration &amp; Enforcement:</b>	
Spills Act and Transportation of Dangerous Goods Act: The cleanup of hazardous material spills	Current MTO Rates \$450.00 per vehicle per hour \$25.00 Per Half Hour thereafter  Clean up costs to cover materials used  <b>Plus</b>  Administration Fee of \$50.00 per hour
<b>Open Air Burning:</b> Where burn is in contravention with Open Air Burn By-law and/or Fire Prevention and Protection Act	Current MTO Rates \$450.00 per vehicle per hour \$225.00 Per Half Hour thereafter  Clean up costs to cover materials used  <b>Plus</b>  Administration Fee of \$50.00 per hour
Securing of Premises after a fire	\$50.00 per hour per Fire-Fighter

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15**

**SCHEDULE "D" (CONTINUED)  
FIRE/RESCUE**

**Effective January 1, 2016**

<b>DESCRIPTION</b>	<b>FEE</b>
<p><b>False Alarms:</b> The following procedures and fees shall apply only when it has been determined at the discretion of the responding officer of the Township of Wellington North Fire Department that the false alarms were preventable. The totals shall be calculated within each calendar year with each year being considered separately.</p> <p>First False Alarm - Warning</p> <p>Second False Alarm</p> <p>Third False Alarm</p> <p>Four or More False Alarms</p>	<p>n/c</p> <p>\$250.00</p> <p>\$350.00</p> <p>\$200.00 or at the discretion of the Fire Chief MTO Rate</p>
Fire Alarm Monitoring/Fire Watch	<p>\$450.00 per vehicle per hour \$255.00 per half hour thereafter</p>
Liquor Occupancy Permit Authority Have Jurisdiction Letter to Alcohol and Gaming Commission	\$150.00
Fire Safety Plan Review	\$150.00
Fire Extinguisher Training – renewals - First time	<p>\$15.00 pp Free</p>
Mobile/Seasonal Vendors Inspection	\$25.00



**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 88-15**

**SCHEDULE "E"  
LICENCING AND LOTTERIES**

Effective January 1, 2016

DESCRIPTION	FEE
<b>Animal Control</b>	
<b>Kennel Licence</b>	\$150.00 plus inspection fee charged by animal control officer
<b>Dog Tags</b>	\$25.00
<b>Replacement Tag</b>	\$15.00
Additional Charges may apply pursuant to the Canine Control Bylaw	
<b>Transient Trader Annual Fees</b>	
Refreshment & Food Vehicle or Stand	\$75.00
Transient Trader (Annual)	\$300.00

DESCRIPTION	FEE
Lottery Licences	
• Raffle	\$20.00
• Blanket	\$20.00
• Bingo	\$20.00
• Other	\$20.00
Break Open Tickets	\$10.00 per box

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER XXX-15**

**SCHEDULE "F"  
PLANNING  
Effective January 1, 2016**

DESCRIPTION	FEE	
Committee of Adjustment – Minor Variance	\$750.00	
Zoning Amendment	\$1,500.00	
Holding Zone Removal By-law	\$500.00	
Any other applications pursuant to the provisions of the Planning Act i.e. Consent Agreement	\$1,000.00	
Certificate of Compliance Plan of Subdivision/Condominium, Site Plan and Development Agreements	\$125.00	
Part Lot Control	\$500.00	
Clearances for Severance Conditions	\$125.00	
Cash in Lieu of Parkland (severances) to be used for existing parks and recreation maintenance and development	\$1,000.00 per lot	
Fee for services provided by Municipal employees	\$35.00 (per hour, per employee)	
Copy of Zoning By-law	\$30.00	
	DEPOSIT (refundable)	ADMINISTRATION (not refundable)
Plan of Subdivision or Condominium New or Amendment including conditions of approvals to both Wellington North and the County of Wellington	\$10,000.00	\$3,000.00
Site Plan Control Approval and Agreement <ul style="list-style-type: none"> <li>• Minor</li> </ul>	\$3,500.00	\$1,000.00
Site Plan Control Approval and Agreement <ul style="list-style-type: none"> <li>• Complex</li> </ul>	\$6,000.00	\$1,500.00
Site Plan Control Amendments	\$700.00	\$300.00
Lot Grading/surface Works Security Deposit	\$2,000.00	\$100.00
Development Agreement	\$5,000.00	\$1,500.00

**DEPOSITS**

- Deposits less the disbursement fees and third party fees will be refunded.
- Disbursements may include but are not limited to: postage, laminating, registration of documents and photocopying, faxing, etc.
- Third Party fees including, but are not limited to, planners, engineers, solicitors, advertising of notices and similar costs.
- Every applicant for a planning matter referred to in Schedule "F" hereof shall make an application on forms provided by the Municipality and in addition shall sign a deposit agreement in the prescribed form and pay any applicable deposit to the Municipality.
- The Clerk/Deputy Clerk and/or Treasurer/Deputy Treasurer are hereby authorized to execute the deposit agreement on behalf of the Township.

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER XXX-15**

**SCHEDULE "G"**

**ROADS**

**Effective January 1, 2016**

DESCRIPTION	INSPECTION FEE	**DAMAGE DEPOSIT
Urban/Rural Damage	\$100	\$1,900.00
Rural/Semi-Urban Entrance Installations The applicant would be responsible for all costs to supply a culvert over 600 mm in diameter and/or to supply over 12 meters of culvert and/or to upgrade an existing entrance. Costs would be charged at the current rates.  **Damage Deposit Fees shall be collected when a Building Permit is issued.		
a) Requires a 9m culvert (up to and including 600mm) including inspection fee	\$100.00	\$1,600.00
b) Entrance that does not require a culvert including inspection fee	\$100.00	\$1,100.00
	<b>FEE</b>	
c) Cost of hidden driveway sign installed		\$100.00
Grader Rental rate (available only to Township of Wellington North ratepayers)		\$100.00

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

**BY-LAW NUMBER 089-15**

**BEING A BY-LAW TO ESTABLISH THE FEES AND CHARGES  
FOR WATER AND SEWER SERVICES PROVIDED BY THE  
MUNICIPALITY**

**WHEREAS** Section 391. (1) of *the Municipal Act*, 2001 S.O. Chapter 25 as amended (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons

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

1. **THAT** the fees and charges for various municipal services are established as shown in the Schedules attached hereto and forming part of this By-law:  
  
Schedule "A" - Water & Sewer  
Schedule "B" - Water & Sewer Rates
2. **THAT** the effective date of the fees and charges is January 1, 2016
3. **THAT** all fees and charges will be subject to applicable taxes [including but not limited to, Provincial Sales Tax (P.S.T.), Goods and Services Tax (G.S.T.) and Harmonized Sales Tax (H.S.T.).
4. That unpaid fees and charges imposed pursuant to this by-law are subject to an interest rate of one and one-half percent per month.
5. **THAT** all charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Wellington North owned by such person or persons and may be collected in the same manner as taxes, in accordance with Section 398 *Municipal Act*, 2001 S.O. Chapter 25 as amended.

6. **THAT** this by-law shall be known as the “Water and Sewer Fees and Charges By-law”.
7. **THAT** this by-law shall come into force upon the date of its final passing and Schedules “I” and “J” of By-law Number 100-14 are hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 7TH DAY OF DECEMBER, 2015.**

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**ANDY LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**

**THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER 089-15**

**SCHEDULES**

**WATER AND SEWER**  
Effective January 1, 2016

**Please see Report PW 2015-095 being a report on  
Water and Sanitary Fees and Charges  
for applicable schedules**



November 19, 2015

### **In This Issue**

- Municipalities and climate change – the path forward.
- Government seeking input on accessibility certification.
- Cover your assets today.
- Why do municipalities need to plan?
- 2016 AMO Conference guestroom booking information.
- Low cost warranty service available to municipal residents.
- Careers with AMO, Ontario Public Service, Hornepayne and Grimsby.

### **Guest Column**

Municipalities are proven climate action leaders. Local solutions to a global challenge are necessary for our health, communities and economic prosperity.

### **Provincial Matters**

The government of Ontario is seeking public input to develop a voluntary, third-party accessibility certification program which will recognize businesses and organizations that have championed accessibility. Input can be provided online. More information about the initiative is found in the Ontario news release.

### **AMO/LAS Events**

Cover Your Assets - A Primer on Municipal Asset Management is now available online. This work-at-your-own-pace online course looks at defining asset management (AM), understanding the role of Council in AM, communicating with the public and more. Log in to the AMO online portal today and find the fundamental information you need about asset management and how assets support municipal programs and services.

Why do municipalities need to plan? What is land use planning? AMO presents a new online self-directed course in Land Use Planning. Log in to the AMO online portal and become familiarized with the basics of land use planning today!

2016 AMO Conference Guestroom Booking information is now available online. The 2016 Conference will be held at Caesars Windsor, with guestroom booking at the main hotels opening on January 12th, 2016 at 10 am. Please carefully review the guestroom booking policy.

### **LAS**

Give your residents peace of mind with the sewer and water line warranty service from LAS and Service Line Warranties of Canada. The service covers freezing, breaks, leaks, and clogs. There is no cost to the municipality, and low monthly payments are optional for residents.

### **Careers**

Policy Intern - AMO. Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. Please apply in confidence to hr@amo.on.ca by Friday, January 22, 2016 at 12 noon.

Policy Analyst - Ontario Public Service. Location: Property Tax Analysis and Municipal Funding Policy Branch, Ministry of Finance, Toronto. Please apply only online by Friday, November 27, 2015, entering Job ID 83043 in the Job ID search field and following the instructions to submit your application.

Municipal Treasurer/Tax Collector - Township of Hornepayne. Please submit a resume and cover letter, clearly marked "Application for Municipal Treasurer/Tax Collector", by 4:00 p.m., Friday, December 4, 2015 to: Gail Jaremy, Municipal Clerk, Township of Hornepayne, 68 Front St., Hornepayne, ON P0M 1Z0. Email: [jaremy.hpayne@bellnet.ca](mailto:jaremy.hpayne@bellnet.ca).

Town Manager - Town of Grimsby. For a detailed candidate profile and to explore this opportunity in strict confidence, contact Tracey McQueen of Tim L. Dobbie Consulting Ltd. at [tracey@tdobbie.com](mailto:tracey@tdobbie.com) or 905.637.0000. Please submit your resume by email to [resumes@tdobbie.com](mailto:resumes@tdobbie.com) prior to December 4, 2015.

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





November 26, 2015

### **In This Issue**

- AMO and UQM supporting municipal readiness on climate change.
- Exploring burden reduction to save time and money.
- \$7.2 million available for community sport and recreation.
- Connecting Kenora: Community featured in new video.
- 2016 AMO Conference guestroom booking information.
- LAS announces lowest electricity hedge price ever for 2016.
- City of Sarnia's Do the Smart Thing challenge.
- Careers with AMO and Peel Region.

### **AMO Matters**

Leadership from AMO and Union of Quebec Municipalities have signed an Agreement to work together on tackling climate change. It's a global problem that needs local solutions.

AMO is participating in this Ontario-Toronto initiative, chaired by Minister Duguid (MEDEI) and Mayor Tory. The hope is that its work might be useful to other cities in Ontario and AMO has agreed to facilitate this. Within the next 90 days, the ON-TO Working Group will develop solutions to i) Improving Program and Service Delivery (e.g. coordinate business info lines); ii) Improving the Business Experience (e.g. online bundling for restaurants; coordinated child care licensing) and iii) Enhancing Business Opportunities (export development and investment attraction). If your city is interested in how this work might be of use - send an email to [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca).

### **Provincial Matters**

Ontario is now accepting applications from municipalities and not-for-profits for the Ontario Sport and Recreation Communities Fund for projects that promote community sport, recreation, and physical activity.

### **Federal Matters**

A Kenora bridge is featured in a new video that profiles Gas Tax funded infrastructure in the Northern community. Watch now.

### **AMO/LAS Events**

2016 AMO Conference Guestroom Booking information is now available online. The 2016 Conference will be held at Caesars Windsor, with guestroom booking at the main hotels opening on January 12th, 2016 at 10 am. Please carefully review the guestroom booking policy.

### **LAS**

Effective January 1, 2016 the LAS Electricity Program hedge price will be 2.601¢/kWh, the lowest ever offered. Members hedging at a 65% level can expect to save about 7% on Time-of-use accounts, and 12% on streetlight accounts should market prices in 2016 be similar to those in 2015. Free Electricity analysis available for non-members.

### **Municipal Matters\***

Mike Bradley, Mayor of the City of Sarnia, challenges Canadian mayors to Do the Smart Thing and hire people with disabilities. The City has created a 'how-to' toolkit to assist municipalities in establishing a culture that embraces diversity.

**Careers**

Policy Intern - AMO. Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. Please apply in confidence to [hr@amo.on.ca](mailto:hr@amo.on.ca) by Friday, January 22, 2016 at 12 noon.

Manager, Early Years Partnerships - Peel Region. Division: Human Services - Early Years System. Location: Brampton. If this opportunity matches your qualifications and experience please [apply online](#) by December 1st, 2015.

**About AMO**

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

**AMO Contacts**

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

OMKN Ontario Municipal Knowledge Network

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

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## SOURCE PROTECTION COMMITTEE

### MINUTES – MEETING #67

**MEETING:** SOURCE PROTECTION COMMITTEE

**DATE:** FRIDAY, MAY 8, 2015

**TIME:** 9:00 A.M.

**LOCATION:** SAUGEEN VALLEY CONSERVATION, FORMOSA ON

#### CALL TO ORDER

Chair Mike Traynor called the meeting to order at 9:05 a.m.

**In Attendance:** Chair, Mike Traynor  
Andrew Barton, David Biesenthal, Bruce Davidson, Carolyn Day, Robert Emerson, Ken Furlong, Kathie Hughes, Mark Kraemer, Brent Lanktree, Les Nichols, Bill Twaddle, Mitch Twolan

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

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

**Regrets:** Carolyn Parker

**Absent:** Dale Thompson

**Proxy Appointed By:** Carolyn Parker

The Chair introduced and welcomed Lisa Thompson, MPP for Huron-Bruce; Pat Kinch and Beth Forrest from the MOECC office in Toronto; John Ritchie, MOECC Owen Sound Office; Elizabeth Thompson, Councillor for the Township of Chatsworth; and Kyle Davis, Risk Management Officer for Wellington County.

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

**Motion No.**  
**SPC-15-243**

**Moved by Les Nichols**  
**Seconded by Carolyn Day**

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

**Carried**

### **2. Declaration of Pecuniary or Conflict of Interest**

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

### **3. Adoption of Minutes**

**Motion No.**  
**SPC-15-244**

**Moved by Bruce Davidson**  
**Seconded by Kathie Hughes**

**THAT the Minutes of the April 24, 2015 Source Protection Committee meeting be adopted as distributed.**

**Carried**

### **4. Matters Arising from the Minutes**

#### **Updated Proposed Source Protection Plan Report 4a**

The Program Supervisor reviewed Report 4a and reviewed with the Committee the tables containing comments received from various stakeholders with suggested adjustments to the text.

Monitoring policies were discussed at length with members of the Committee expressing concerns about annual reporting and accountability.

**Motion No.**  
**SPC-15-245**

**Moved by Bill Twaddle**  
**Seconded by Andrew Barton**

**THAT with respect to monitoring policies in the Updated Proposed Source Protection Plan (UPSPP):**

- 1. the word “shall” will be changed to “should”;**

2. **text will be added to the Explanatory Document outlining the agreed-to changes at this meeting and the rationale behind these changes;**
3. **text or a policy will be added that the Ministry of the Environment and Climate Change (MOECC) shall report to the Source Protection Committee every 6 months regarding progress on the development of the annual reporting framework.**

**Carried**

Various comments received from the Ministry of the Environment and Climate Change (MOECC) and the Ministry of Municipal Affairs and Housing (MMAH) were discussed by the Committee.

**The Committee recessed from 10:40 am until 10:50 am**

The Committee continued discussions respecting comments received from MOECC, MMAH, Ministry of Transportation, Niagara Escarpment Commission and Ministry of Agriculture, Food & Rural Affairs.

**Motion No.**  
**SPC-15-246**

**Moved by Carolyn Day**  
**Seconded by Brent Lanktree**

**THAT: the Source Protection Committee for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region approve the Updated Proposed Source Protection Plan for the Saugeen Valley Source Protection Area, the Grey Sauble Source Protection Area and the Northern Bruce Peninsula Source Protection Area pending the implementation of changes agreed to by the Source Protection Committee during its meetings on April 24 and May 8, 2015; and further,**

**THAT: Drinking Water Source Protection Staff be directed to forward the Updated Proposed Source Protection Plan to the Saugeen Valley Source Protection Authority, the Grey Sauble Source Protection Authority and the Northern Bruce Peninsula Source Protection Authority, as required by Ontario Regulation 287/07.**

**Carried**

## **5. Other Business**

The response to the Request for Proposal respecting the Tier 3 Water Budget consultant was discussed. It is anticipated that this project may be completed by year end.

The schedule leading up to submission of the Updated Proposed Source Protection Plan (UPSPP) to the MOECC on June 30, 2015 was discussed. Meetings with the Source Protection Authorities to receive the UPSPP and the Revised Assessment Reports will take place with Saugeen Source Protection Authority on May 28, 2015; Grey Sauble Source Protection Authority on June 10, 2015; and Northern Bruce Peninsula on June 22, 2015.

The approval process was discussed regarding the UPSPP. The Committee was advised that the effective date of the UPSPP would be several months following approval and there would be a media release from the MOECC advising the Source Protection Committee and implementation stakeholders of the approval and effective date.

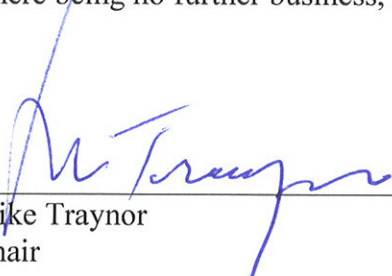
Grey Sauble Conservation Chairman, Dick Hibma, advised that source water protection has always been of great interest to him. He acknowledged the resolution of the Committee on sticking to its values and making the protection of drinking water its highest priority and thanked the Source Protection Committee for its hard work.

There was no other business.

## 6. Confirmation of Next Meeting and Adjournment


The next Committee meeting will be held at the call of the Chair.

There being no further business, the meeting was adjourned at 11:50 a.m.



---

Mike Traynor  
Chair



---

Nancy Guest  
Recording Secretary

**From:** Pettapiece, Randy [<mailto:randy.pettapiece@pc.ola.org>]  
**Sent:** November-26-15 5:13 PM  
**To:** Pettapiece, Randy  
**Cc:** Hardeman, Ernie  
**Subject:** Joint and Several Liability - Order Paper Response

Dear Friends,

Earlier this year, I submitted an Order Paper Question to the Attorney General. I asked why, in the government's official consultations on joint and several liability reform, they sought direct advice from several trial lawyers' organizations but excluded municipalities and insurers. (This is based on the documents we obtained in a Freedom of Information Request.)

Attached for your information is the response we received. Not surprisingly, it does not contradict our information and demonstrates a woeful disregard for those most directly affected: municipalities.

What does this tell us? It certainly appears the Liberals had no intention of ever delivering the reform they promised municipalities as they strung them along, year after year.

If you have any further questions or concerns, please do not hesitate to contact me.

Randy Pettapiece, MPP  
Perth-Wellington  
519-272-0660



Attorney General  
McMurtry-Scott Building  
720 Bay Street  
11th Floor  
Toronto ON M7A 2S9  
Tel: 416-326-4000  
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720, rue Bay  
11<sup>e</sup> étage  
Toronto ON M7A 2S9  
Tél.: 416-326-4000  
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---

**ORDER PAPER QUESTION # 415 (CO ID #15273)**

415 - Enquiry of the Ministry — Would the Attorney General please explain why her ministry, when investigating options to reform the joint and several liability model, actively sought advice from the legal community - including the Ontario Bar Association, the Advocates' Society, the Ontario Trial Lawyers Association and the County and District Law Presidents' Association - but chose not to seek advice from municipalities or insurers.

---

Dear MPP Pettapiece,

The Ministry has worked extensively with many stakeholders over the years, including municipalities and their insurers, and has done considerable independent research, on the question of the fair allocation of a shortfall of funds to pay a judgment to an injured victim of negligence.

Ministry officials worked directly with Association of Municipalities of Ontario (AMO) to ensure that municipal concerns were taken into account in examining this issue. Specifically, Ministry of the Attorney General (MAG) and Ministry of Municipal Affairs and Housing (MMAH) officials met with AMO officials in April 2012, to begin examining options for addressing AMO's concerns. MAG officials held several working meetings with AMO staff and MMAH officials between May of 2012 and November 2013, as well as engaging in numerous informal discussions and exchanges. MAG worked with AMO both in the development of the possible reform models and in building a business case for them.

Ministry officials also met with municipal insurers and with lawyers who defend municipalities against negligence lawsuits.

The models presented to the legal community for consultation were developed based on these discussions and on submissions from AMO, including the 2010 report, "The Case for Joint and Several Liability Reform in Ontario".

Moreover, the Ministry participated in the consultations on joint and several liability held by the Law Commission of Ontario in preparation of its 2011 report on that topic as it affected professionals advising business. AMO was also consulted in that project. The Law Commission recommended retaining joint and several liability.



Ministry officials have also read reports of law reform bodies from around the common-law world. All of the reports, including one from Ontario's Law Reform Commission in 1988, have recommended retaining joint and several liability as the fairest method of compensating victims when there is a shortfall of funds among multiple negligent defendants.

Sincerely,

---



Madeleine Meilleur  
Attorney General



# Municipality of Neebing

4766 Highway 61

Neebing, Ontario P7L 0B5

TELEPHONE (807) 474-5331

FAX (807) 474-5332

E mail – [neebing@neebing.org](mailto:neebing@neebing.org)

Rosalie Evans,  
Solicitor-Clerk  
Erika Kromm,  
Treasurer

Councillors  
Erwin Butikofer  
Curtis Coulson  
Bill Lankinen  
Mike McCooney  
Roger Shott  
Brian Wright

Mayor Ziggy Polkowski

October 9, 2015

Open Letter to All Municipal Councils in Ontario

**Attention: Municipal Clerk**

(for inclusion in the agenda for a meeting of your Council)

**Re: Consultation on the Police Services Act**

Dear Municipal Council of an Ontario Municipality:

The Council of The Corporation of the Municipality of Neebing considered and passed the enclosed resolution at its meeting held on September 16<sup>th</sup>, 2015.

As you can see, the Council is seeking support for its position from other Ontario Municipalities.

Together, we should be able to achieve a positive result for our constituents.

Thank you for your consideration.

Yours truly,

A handwritten signature in blue ink that reads 'Rosalie A. Evans'.

Rosalie A. Evans

Solicitor-Clerk

On behalf of Mayor Ziggy Polkowski

Moved by: Councillor Coulson;

Seconded by: Councillor Lankinen

WHEREAS the Province has begun a process of public consultation relating to the Police Services Act;

AND WHEREAS The Corporation of the Municipality of Neebing continues to have significant concerns and objections to the amount of money that the Provincial Government expects Municipalities to pay for either having its own police service, for contracting with the Ontario Provincial Police, or for employing the Ontario Provincial Police through the 'default' provisions of the Police Services Act;

AND WHEREAS the consultation statement issued by the Province indicates that the Province is seeking input on (among other matters) how to "clarify police duties, modernize training programs and deliver services using a range of public safety personnel";

AND WHEREAS Ontario's provincial and municipal police forces are among the highest paid police services in Canada;

AND WHEREAS the residents of Canada deserve appropriate and affordable police protection:

THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Municipality of Neebing is urging all municipalities in Ontario, whether or not they have municipal police forces, to participate in the consultation process;

AND FURTHER THAT the Council of The Corporation of the Municipality of Neebing believes that effective community policing can be undertaken without the use of uniformed police officers through the use of a two-tiered system that would allow municipalities to recruit non-uniformed safety personnel for day to day policing, relying on uniformed officers only for significant high-level criminal investigations and/or matters requiring particular expertise or specialized equipment;

AND FURTHER THAT such a system would be delivering "services using a range of public safety personnel";

AND FURTHER THAT such a system should allow Ontario's municipalities to utilize uniformed police services on a fee-for-service basis at the times when the services are required;

AND FURTHER THAT this would allow highly trained and specialized police officers to utilize their skills and abilities where required, focusing on higher-order criminal activity;


AND FURTHER THAT this would save significant taxpayer dollars at both the municipal and provincial orders of government without causing a deterioration in public safety and protection;

AND FURTHER THAT the Police Services Act should be amended to allow such a system to operate in Ontario;

AND FURTHER THAT the Council of The Corporation of the Municipality of Neebing seeks support for this position from other Ontario municipalities.

Resolution No. 2015-09-339  
CARRIED September 16, 2015

Certified as a true copy:

  
Rosalie A. Evans, Solicitor - Clerk

## News Release

### **Ontario Accepting Applications for Seniors Community Grants**

November 30, 2015

#### **Province Helping Reduce Social Isolation Among Seniors**

Ontario is now accepting applications for the 2016 [Seniors Community Grant Program](#) to help more seniors stay active and engaged in their communities.

The province is investing \$2 million to support not-for-profit community projects that increase volunteerism, social inclusion and community engagement for seniors. Projects that have previously been funded by the grant program include:

- programs that enhance financial literacy,
- health and nutrition promotional programs including dance classes for seniors,
- cultural day trips,
- and conversational Ojibwe classes for Aboriginal seniors and children.

Launched in 2014, the Seniors Community Grant Program aims to reduce social isolation that can have negative effects on seniors' quality of life. Since its launch, the program has supported 544 projects, helping close to 116,000 seniors participate in their communities.

Keeping seniors engaged is part of the government's four-part plan to build Ontario up. The plan includes investing in people's talents and skills, making the largest investment in public infrastructure in Ontario's history, creating a dynamic, supportive environment where business thrives, and building a secure savings plan.

#### **QUICK FACTS**

- Applications are open between November 30, 2015 and March 4, 2016. Applications for projects aimed at the planning and promotion of Canada's 150th birthday in 2017 will also be considered.
- Individuals representing non-incorporated seniors groups, incorporated not-for profit organizations, municipalities, Local Service Boards and Aboriginal groups are eligible to apply for Seniors Community Grants.
- Reduced social contact is associated with a lower quality of life among seniors and with a number of negative outcomes, such as poor health and depression.
- The Seniors Community Grant Program is part of [Ontario's Action Plan for Seniors](#).

#### **ADDITIONAL RESOURCES**

- [Applications and guidelines for the 2016 Seniors Community Grant Program.](#)
- [See 2015-16 Seniors Community Grant recipients](#)
- [Ontario's Action Plan for Seniors.](#)
- [Ontario Seniors' Secretariat](#)

## QUOTES

"Through the Seniors Community Grant Program we've been working to help seniors lead engaging and fulfilling lives for two years. This responsibility, this duty, is so significant that it surely takes longer than two years to complete. This is why we continue to invest in this program, so that we can reach more seniors across the province, and help them participate in community life."

— *Mario Sergio, Minister Responsible for Seniors Affairs*

"Social inclusion is a priority for our seniors, since they often play an essential role in families and in our community. We are happy to have the support of the Ontario government as we work to create opportunities for engagement and for cultural knowledge transfer, which is beneficial not only to our Elders and seniors, but to the younger generations and community at large."

— *Monique Raymond, President, Mishko Bimaadziwin Family Support Services*

## CONTACTS

Celeste Bottero  
Minister's Office  
416-326-1689  
Laura Sylvis  
Communications Branch  
416-314-7010

Ontario Seniors' Secretariat

<http://www.ontario.ca/seniors>

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99 Wellesley Street West 4th floor, Room 4620 Toronto ON M7A 1A1



RECEIVED November 19, 2015

NOV 23 2015

TWP. OF WELLINGTON NORTH

Karren Wallace  
 Clerk  
 Township of Wellington North  
 P.O. Box 125, 7490 Sideroad 7 West,  
 Kenilworth ON N0G 2E0

Dear Karren Wallace,

On behalf of the Citizen's Coalition Against Privatization - Hydro One Not For Sale campaign, I wanted first of all to congratulate your municipality for taking a stand against the provincial government's scheme to privatize Hydro One.

We all have much to lose if this privatization is allowed to continue. And it's now painfully clear we have much less to gain than originally promised. For example, the Financial Accountability Officer recently determined that if 60% of Hydro One is privatized, it will cost the provincial treasury half a billion dollars in revenue every year – forever.

The first batch of Hydro One shares has now been sold. Fortunately, there is still opportunity for us to stop more shares from being sold, but it will take immediate action from all of us.

The Premier has said that she's not going to stop the scheme because of widespread public opposition. But perhaps she will stop if she faces widespread opposition from within her own caucus.

I urge all of the councilors on your council to call and/or write to your MPP about this issue. Also, please consider holding an emergency public meeting and persuade your MPP to come. If your MPP declines to attend, encourage all who do attend to individually call and/or write to the MPP to register their displeasure.

Thank you for your attention on this matter. And please remember: even if the initial batch of shares is sold, this issue is not closed. Through our active opposition we will be continue to protect our communities and our businesses from profit-driven hydro hikes.

Sincerely,

416-418-7367

Rosario Marchese  
 Chairperson, Citizen's Coalitions Against Privatization (CCAP)

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NOV 24 2015

TWP. OF WELLINGTON NORTH

Oct 28 2015

The Township of Wellington North

P.O. Box 125

7490 Sideroad 7 West

Kenilworth Ontario

N0G 1E0

Dear Andy:

On Behalf of David Kozinets and the entire Kozinets Family I wish to thank you and the Wellington North County Council for your generous contribution towards the plaque and its installation at the old Arthur Municipal Building now dedicated to and renamed the David M. Kozinets Centre.

Your charitable donation towards the plaque was greatly appreciated.

Sincerely



Cindy Carter Kozinets



Rothwell Family Farm & Apple Orchard  
Wagram Corporation  
Lot 19, Conc. 10, North Wellington Twp.

Nov 23, 2015

Ms. Karren Wallace,  
Clerk, Township of Wellington North.

Hello Karren:

I am writing in regard to the Sunday hunting proposition that Council is considering.

My family and I oppose the proposition for reasons outlined below. However, I want to make it clear that we are not opposed to responsible, humane hunting. We have hunted here at the farm since 1972. I currently have 7 licensed hunters (John, Claudio, Marco, Nik, Santi, Pete and Joe) from urban areas as well as 2 local hunters who hunt at our farm. The third generation in John's family will soon be hunting here as well. We have an understanding that they are to call or see me to confirm clearance to hunt each time they hunt at the farm, and this has worked well for greater than 30 years. In some cases, the hunters who have permission to hunt here have actually spoken with and advised trespassing hunters to leave the property.

Our opposition to Sunday hunting is primarily due to our concern for family and neighbors who use the trails and forests on our farm for playing, hiking and horseback riding. **Sunday is the only day I can have the grandchildren play in the bush and on the trails and not have to worry about startling gunshots and possible errant projectiles.** Bullets and shot don't stop at the property line. We have had several instances of shots fired from off the property onto it. Wounded animals likewise don't stop running when they reach a property line, and we have had at least two instances where hunters have come onto the property pursuing animals after failing to make a clean shot. It's fine to say that we should tell them to get off the property or charge them – but those expressing that view are welcome to come to the farm and try to find and confront these offenders. It's bad enough having to deal with this 6 days per week. We need a safe day.

I've been following the news reports about this proposition in Wellington North. One proponent is on record as having said that the opposition is based on personal bias and perception. I believe it's misrepresentative and unfair to characterize one person's honest beliefs as "bias". We are all entitled to have a view on matters such as this, and if that view is contrary to someone else's, then in civil discourse one can attack the view – but not the person. Disagreeing with someone does not necessarily mean you are biased, i.e., prejudicial.

Another proponent stated that Sunday hunting would result in less crop damage. On one hand, the proponents accuse opponents of not basing their position on fact, and yet I've seen no hard data or scientific evidence that would directly support this Sunday hunting/crop damage claim. It's fine to say that it's just common sense that one more day of hunting would reduce crop damage, but apart from a complete culling of the entire population of deer, for example from all of Wellington County, would this really be the case? Many game species are nocturnal, and it's illegal to use firearms for hunting at night, and so I'm at a bit of a loss here to understand how someone's opposition to Sunday hunting is purportedly non-factual, but the claim regarding less crop damage is supposedly factual – unless they are suggesting massive drives of expert marksmen in the middle of the night. If the wild game animal population is going to be "preserved" and managed at some defined level, then it follows that there will always be crop damage. So the claim is very questionable.

I want to reiterate that we are not opposed to responsible hunting. Our rule here is you eat the game that you kill. It's worked well for 40 years here, and as one opponent has already mentioned, if you can't kill them in 6 days, you're not likely to do it in 7. If it's an "inconvenience" to some hunters because they only have one day on the weekend to hunt, imagine how inconvenient it will be for me – and many other property owners and taxpayers in North Wellington – if we don't even have one day of the week where we can have our children and grandchildren explore and safely play in the dedicated conservation lands and woodlots on our farms.

Thank you for your time and for passing our comments on to Council.

Best regards

Terry

Terence Rothwell, P.Eng.  
Rothwell Family Farm & Apple Orchard  
Wagram Corporation



----- Forwarded message -----

From: **Jim Phillips**

Date: Mon, Nov 23, 2015 at 2:11 PM

Subject: Sunday hunting

To: [smccabe@wellington-north.ca](mailto:smccabe@wellington-north.ca)

Hi Steve,

I hope all is well.

I wanted to voice my opinion/concern about the proposal for Sunday gun hunting. I have always felt that not having gun hunting on a Sunday was a wise and progressive compromise for hunters and non hunters. Engaging in outdoor activities amongst gun hunters is unnerving and discouraging. As a resident of North Wellington I would be disappointed if Sunday gun hunting is approved.

Thank you for your consideration.

Jim Phillips

RR4

Kenilworth, ON. NOG 2EO

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

**BY-LAW NUMBER 090-15**

**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, DECEMBER 7, 2015.**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

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

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on December 7, 2015 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 7TH DAY OF DECEMBER, 2015.**

---

**ANDREW LENNOX  
MAYOR**

---

**KARREN WALLACE  
CLERK**

## **MEETINGS, NOTICES, ANNOUNCEMENTS**

Tuesday, December 8, 2015	Recreation and Culture Committee	8:30 a.m.
Tuesday, December 15, 2015	Public Works Committee	8:30 a.m.
Thursday, December 17, 2015	Administration and Finance Committee	4:30 p.m.
Monday, December 21, 2015	Regular Council Meeting	7:00 p.m.

### **ADMINISTRATIVE OFFICE CLOSURES DURING THE CHRISTMAS SEASON**

Thursday, December 24, 2015	Office closing at noon
Friday, December 25, 2015	Office closed
Monday, December 28, 2015	Office closed
Thursday, December 31, 2015	Office closing at noon
Friday, January 1, 2016	Office closed

**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**