

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
AGENDA OF REGULAR COUNCIL MEETING – MARCH 6, 2023 AT 2:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH  
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING**

**HOW TO JOIN**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/81770829765>

Or join by phone:

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

Webinar ID: 817 7082 9765

**PAGE  
NUMBER**

**CALLING TO ORDER**

**ADOPTION OF THE AGENDA**

Recommendation:

THAT the Agenda for the March 6, 2023 Regular Meeting of Council be accepted and passed.

Recommendation:

THAT the Procedure By-law be amended for this meeting to permit a meeting open to the public to discuss the 2023 Budget.

**DISCLOSURE OF PECUNIARY INTEREST**

**OPEN FORUM 2023 BUDGET DISCUSSION**

- |  |     |
|--|-----|
| 1. Budget presentation from February 27, 2023 Special Meeting of Council<br>(for information only) | 001 |
| 2. Presentation by CAO (verbal)  |     |
| 3. Public Questions/Comments   |     |

**RECESS TO MOVE INTO PUBLIC MEETING**

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North recess the March 6, 2023 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- Cordon Canada, Minor Variance (2<sup>nd</sup> Meeting)
- BJ Industries/Robert Major, Zoning By-law Amendment

**RESUME REGULAR MEETING OF COUNCIL**

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North resume the March 6, 2023 Regular Meeting of Council at : p.m.

**PASSAGE OF BY-LAWS ARISING FROM PUBLIC MEETING**

- a. By-law Number 019-23 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North. 058

Recommendation:

THAT By-law Number 019-23 being a by-law to amend By-law 66-01, being a Zoning By-law for the Township of Wellington North be read a First, Second and Third time and enacted.

**DEPUTATIONS**

- 1. Arthur Senior Citizens 062
  - Renewal of lease for Senior' Hall, 244 Isabella St., Arthur

**ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

- 1. Regular Meeting of Council, February 21, 2023 065
- 2. Public Meeting, February 21, 2023 084
- 3. Special Meeting of Council, February 27, 2023 092

Recommendation:

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on February 21 2023 and the Special Meeting of Council held on February 27, 2023 be adopted as circulated.

**BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

**ITEMS FOR CONSIDERATION**

1. MINUTES

- a. Saugeen Valley Conservation Authority, Annual Meeting, January 19, 2023 095

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Saugeen Valley Conservation Authority Annual Meeting held on January 19, 2023.

- b. Arthur BIA, February 15, 2023 103

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Arthur BIA meeting held on February 15, 2023.

- c. Wellington North Cultural Roundtable Committee, February 16, 2023 104

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Wellington North Cultural Roundtable Committee meeting held on February 16, 2023.

2. PLANNING

- a. Report DC 2023-006, Consent Applications B4-23 & B25-23 Betty Dee Limited 110

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-006 being a report on Consent Applications (Severance) B4-23 & B5-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent applications B4-23 and B5-23 as presented with the following conditions for each application:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-law 011-22;
- THAT driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- THAT the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit; and
- THAT included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date.

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

- b. Report DC 2023-007, Consent Applications B6-23 & B7-23 Betty  
Dee Limited

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Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-007 being a report on Consent Applications (Severance) B6-23 & B7-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent applications B6-23 and B7-23 as presented with the following conditions for each application:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- THAT the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit;
- THAT included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date; and
- THAT the existing shed in the application be demolished and the site left in a graded level condition to the satisfaction of the Township

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

## c. Report DC 2023-008, Consent Application B8-23 Betty Dee Limited

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## Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-008 being a report on Consent Application (Severance) B8-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent applications B8-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- THAT driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- THAT the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit;
- THAT included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date; and
- THAT the retained lands, 645 Martin Street, existing private sanitary service which currently traverses the severed lands property be re-directed entirely on the retained lands to a future sanitary service at property line. Existing sanitary service to severed lands be capped at

property line. Work is to be completed to the satisfaction of the Township of Wellington North and at the expense of the Owner;

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

- d. Report DC 2023-009, Consent Application B9-23 John & Linda Thomson 131

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-009 being a report on Consent Application (Severance) B9-23 known as Part Lot 4, South of Clyde Street, in the Town of Mount Forest.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B9-23 as presented with the following conditions:

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

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

- e. Report DC 2023-010, Consent Application B14-23 Susan Zonneveld, Cornelia Kline & Albertus Zonneveld 136

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report DC 2023-010 being a report on Consent Application (Lot Line Adjustment) B14-23 known as Part Lot 24, Concession 10 in the former Arthur Township.

AND FURTHER THAT the Council of the Township of Wellington North supports consent application B14-23 as presented with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- THAT the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent's review of the application to determine status of any drain; and
- THAT driveway access can be provided to the retained lands to the satisfaction of the Township of Wellington North;

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

### 3. BUILDING

- a. Report CBO 2023-03 Building Permit Review Period Ending January 31, 2023 142

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-03 being the Building Permit Review for the period ending January 31, 2023.

### 4. OPERATIONS

- a. Report OPS 2023-009 being a report on the award of the Mount Forest Standpipe Rehabilitation 144

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-009 being a report on the award of the Mount Forest standpipe rehabilitation;

AND FURTHER THAT Council award the rehabilitation of the Mount Forest Standpipe rehab to Dayson Industrial Services Inc. at a project cost of \$1,545,727.00;

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

- b. Report OPS 2023-010 being a report on the final 2023 update to the Municipal Servicing Standards 152

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2022-010 being a report on the final 2023 update to the Municipal Servicing Standards (MSS);

THAT Council approved the 2023 update to the Municipal Servicing Standards, dated March 2023, as presented;

AND FURTHER THAT Council direct staff to apply the updated MSS to all planning, municipal infrastructure design and construction projects.

- c. Dustin Lyttle, P.Eng., Triton Engineering Services Limited, correspondence dated February 27, 2023 regarding Cachet Developments (Arthur) Inc. – Phases 1 and 2 & Preston Street Reconstruction Letter of Credit Adjustments 154

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence dated February 27, 2023 from Dustin Lyttle, P. Eng., Triton Engineering Services Limited, regarding Cachet Developments (Arthur) Inc.– Phases 1 and 2 & Preston Street Reconstruction Letter of Credit Adjustments;

AND FURTHER THAT Council grant Cachet Development (Arthur) Inc. of the Cachet Subdivision (Draft Plan 23T-20202) in the community of Arthur, a reduction of securities to the amount of \$5,500,000.00.

**5. ADMINISTRATION**

- a. Report CLK 2023-010 Cemetery fees and charges 158

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2023-010 Cemetery fees and charges;

AND FURTHER THAT Council approve cemetery fees and charges increases effective July 1, 2023 as follows:

Single Grave	\$900.00
Care & maintenance	\$600.00
<b>TOTAL</b>	<b>\$1,500.00</b>
Niche (2 Urns)	\$1,275.00
Care & maintenance	\$225.00
<b>TOTAL</b>	<b>\$1,500.00</b>



6. COUNCIL

- a. Grand River Conservation Authority, Summary of Municipal Levy – 2023 Budget, Final dated February 24, 2023 162

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive the Grand River Conservation Authority, Summary of Municipal Levy – 2023 Budget, Final dated February 24, 2023.

**IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

**ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

Recommendation:

THAT all items listed under Items For Consideration on the March 6, 2023 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

**CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

**NOTICE OF MOTION**

**COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Renken (Ward 1):

- Recreation, Parks and Leisure Committee
- Wellington North Cultural Roundtable
- Upper Grand Trailway Wellington Sub Committee
- Mount Forest Aquatic Ad Hoc Advisory Committee

Councillor Burke (Ward 2):

- Mount Forest Business Improvement Area
- North Wellington Health Care Corporation Louise Marshall Hospital Board of Directors
- Mount Forest Aquatic Ad Hoc Advisory Committee
- Mount Forest Fireworks Festival Committee
- Lynes Blacksmith Shop Committee

Councillor Hern (Ward 3):

- Mount Forest & District Chamber of Commerce
- Arthur & District Chamber of Commerce
- Arthur Business Improvement Area
- Grand River Conservation Authority

Councillor McCabe (Ward 4):

- Recreation, Parks and Leisure Committee
- Wellington County Farm Safety Committee
- Saugeen Valley Conservation Authority
- Wellington North Health Professional Recruitment Committee

- Upper Grand Trailway Wellington Sub Committee
- ROMA Zone 2 Chair

Mayor Lennox:

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

**CULTURAL MOMENT**

- Celebrating Wellington North’s Horticultural Societies 163

**CONFIRMING BY-LAW** 164

Recommendation:  
THAT By-law Number 020-23 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 March 6, 2023 be read a First, Second and Third time and enacted.

**ADJOURNMENT**

Recommendation:  
THAT the Regular Council meeting of March 6, 2023 be adjourned at :  
p.m.

<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
Arthur Chamber of Commerce Meeting	Wednesday, March 8, 2023	5:30 p.m.
Recreation, Parks and Leisure Committee, via video conferencing	Tuesday, March 14, 2023	4:00 p.m.
Mount Forest Chamber of Commerce	Tuesday, March 14, 2023	6:30 p.m.
Arthur BIA, via video conferencing	Wednesday, March 15, 2023	7:30 p.m.
Wellington North Cultural Roundtable	Thursday, March 16, 2023	1:30 p.m.
Regular Meeting of Council	Monday, March 20, 2023	7:00 p.m.
Mount Forest BIA Meeting	Tuesday, March 21, 2023	8:00 a.m.
Regular Meeting of Council	Monday April 3, 2023	2:00 a.m.
Volunteer Celebration and Newcomer Welcome (Arthur & Area Community Centre)	Thursday, April 20, 2023	4:30 p.m. – 7:00 p.m.

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

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

**TTY: 1-877-843-0368 Documents in alternate forms CNIB – 1-800-563-2642**

February 22, 2023



## **Township of Wellington North**

2023 Budget

**Presented by**  
**Farhad Hossain, MBA, MSc**  
Director of Finance/Treasurer



## **Budget presentation deck**

1. Introduction
2. Operating budget
3. Capital budget
4. Discussion

## **Appendix**

1. 10-year capital forecast
2. List of all capital projects
3. Reserve and reserve fund summary report
4. Mount Forest Outdoor Pool and Aquatics Centre Staff Report - OPS 2023-008
5. Financial Indicator Review Report from MMAH
6. Capital Justification Sheets
7. Detail Line-item budget document, available upon request

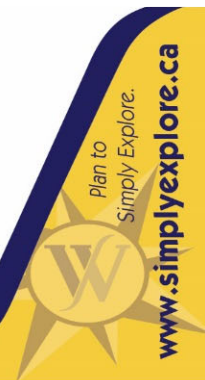


# 2023 BUDGET OVERVIEW

Feb 27, 2023

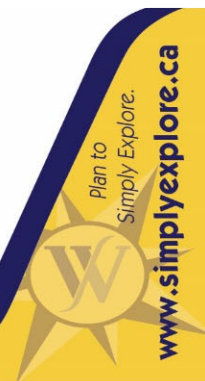
## 2023 Budget Introduction

- The primary purpose of the budget is to maximize public good, where
  - capital budget focuses on infrastructure development
  - operating budget focuses on delivering affordable, quality day-to-day services
- Our financial statements (FIR) divide the services of the municipality into seven segments:
  1. General Government,
  2. Protection to Persons and Property,
  3. Transportation Services,
  4. Environmental Services,
  5. Health Services,
  6. Recreation and Cultural Services, and
  7. Planning and Development Services



## 2023 Budget Process

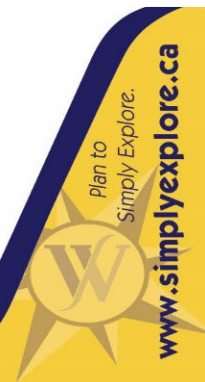
- Budget templates sent to department heads on September 30, 2022
- Treasurer met with Department Heads during November, December, and January as required
- First budget meeting with Council and staff held on Feb 27<sup>th</sup>, with additional meetings scheduled for March 20, 2023.
- Budget process outcome
  - tax levy decision
  - capital projects decision





## 2023 Budget Guidelines

- Operating Budget 2023 assumes the status quo for service level, meaning the township will continue to provide the same level of service it budgeted the previous year (2022) unless otherwise proposed and documented.
- Corporate-wide cost pressures:
  - Wages/Salary: COLA - 1.6%
  - Health Benefits: increase of 6.9%
  - Municipal Insurance renewal – 22% increase
  - Utilities: Hydro increase of 3% (WNP Guidance)
  - Ontario 2022 Annual Average Inflation – 6.8%
  - Construction Price Index (Inflation, Q3 2022) – 15.6%



## 2023 Budget Impact Items

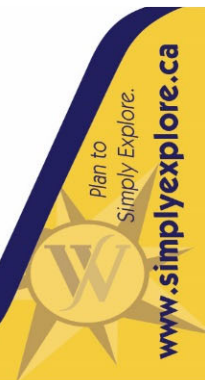
- No consideration for COVID–19 resurgence is incorporated into the budget
- All conservation authority has submitted their budgets

Conservation Authority	2021 Budget	2022 Budget	2023 Budget	Diff - \$	Diff - %
Saugeen Valley Conservation Authority	70,373	73,997	81,626	7,629	10.3%
Grand River Conservation Authority	56,948	55,274	57,083	1,809	3.3%
Maitland Valley Conservation	45,435	48,615	51,124	2,509	5.2%
	<b>172,756</b>	<b>177,886</b>	<b>189,833</b>	<b>11,947</b>	<b>6.7%</b>



## Growth Vs. Reassessment

- Growth is defined as new assessment – it has no impact on the current taxpayer
- During 2022, Wellington North has realized an estimated real assessment growth of 2.26%
  - (2021 – 1.48%, 2020 – 1.52%, 2019 – 1.53%)
- Property assessment for the 2023 tax years will remain unchanged.
- The government has prioritized stability for property taxpayers and municipalities. The valuation of 2016 (January 1, 2016) will remain in effect for 2023





# 2023 OPERATING BUDGET

# Operating Budget Summary Analysis by Segment

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
<b>General Government</b>					
General Government	-1,638,850	-1,636,950	-1,741,900	6.4%	-104,950
Other Revenues-Supps/Omitts/Writeoffs	-167,116	-167,116	-216,770	29.7%	-49,654
Council	289,689	276,276	289,923	4.9%	13,647
Administration	984,846	1,046,164	1,347,788	28.8%	301,623
Property	1,241	4,491	-7,786	-273.4%	-12,277
<b>Subtotal - General Government</b>	<b>-530,190</b>	<b>-477,134</b>	<b>-328,746</b>	<b>-31.1%</b>	<b>148,389</b>



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
<b>Protection Services</b>					
Fire	922,645	965,085	1,015,643	5.2%	50,558
Police/Crossing Guard	51,282	51,332	48,718	-5.1%	-2,614
Conservation Authority	173,006	177,886	189,833	6.7%	11,947
Protective Inspection & Control					
Animal Control	7,154	7,719	7,948	3.0%	229
By-Law Enforcement	58,310	64,497	61,503	-4.6%	-2,993
<b>Subtotal - Protection Services</b>	<b>1,212,397</b>	<b>1,266,519</b>	<b>1,323,645</b>	<b>4.5%</b>	<b>57,126</b>



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
<b>Transportation Services</b>					
Roads	4,242,750	4,606,832	4,918,608	6.8%	311,777
Streetlights					
Rural Water	7,800	7,908	7,400	-6.4%	-508
<b>Subtotal - Transportation Services</b>	<b>4,250,550</b>	<b>4,614,740</b>	<b>4,926,008</b>	<b>6.7%</b>	<b>311,269</b>



## Operating Budget Summary Analysis by Segment (Continued)

FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
<b>Health Services</b>					
Hospital	0	0	0	0.0%	0
Cemetery	100,118	99,880	105,524	5.6%	5,643
<b>Subtotal - Health Services</b>	<b>100,118</b>	<b>99,880</b>	<b>105,524</b>	<b>5.6%</b>	<b>5,643</b>
<b>Recreation and Cultural Services</b>					
Parks & Recreation	2,425,886	2,224,884	2,286,586	2.8%	61,702
<b>Subtotal - Recreation and Cultural Services</b>	<b>2,425,886</b>	<b>2,224,884</b>	<b>2,286,586</b>	<b>2.8%</b>	<b>61,702</b>





## Operating Budget Summary Analysis by Segment (Continued)

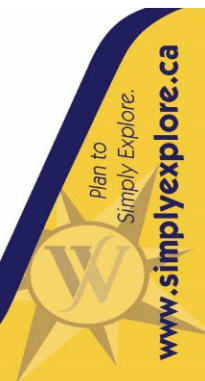
FIR Category	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
<b>Planning and Development</b>					
Planning	73,031	67,065	43,842	-34.6%	-23,224
Commercial & Industrial Economic Development	241,640	244,233	256,036	4.8%	11,803
Tile Drains Municipal Drains	45,700	45,500	45,500	0.0%	0
<b>Subtotal - Planning and Development</b>	<b>360,371</b>	<b>356,798</b>	<b>345,378</b>	<b>-3.2%</b>	<b>-11,421</b>



## 2023 Operating Budget Summary Analysis by Segment

Service Area	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
General Government	-530,190	-477,134	-328,746	-31.1%	148,389
Protection Services	1,212,397	1,266,519	1,323,645	4.5%	57,126
Transportation Services	4,250,550	4,614,740	4,926,008	6.7%	311,269
Health Services	100,118	99,880	105,524	5.6%	5,643
Recreation and Cultural Services	2,425,886	2,224,884	2,286,586	2.8%	61,702
Planning and Development	360,371	356,798	345,378	-3.2%	-11,421
Environmental Services	-	-	-	0.0%	-
<b>Total Levy Requirement</b>	<b>7,819,132</b>	<b>8,085,687</b>	<b>8,658,395</b>	<b>7.1%</b>	<b>572,708</b>

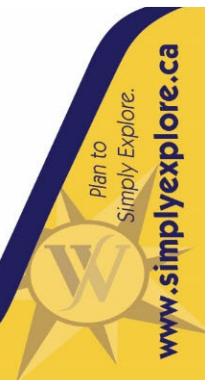
- Inter-functional Transfers are the same as in 2022



## 2023 Operating Budget Summary Analysis by Segment

Tax Levy Transfers	2021 Budget	2022 Budget	2023 Budget	% Change	Change \$
To Capital	1,951,980	2,022,165	2,161,943	6.9%	139,778
To Reserves	629,406	619,336	691,717	11.7%	72,381
To Reserve Funds	5,000	5,000	5,000	0.0%	-
	<b>2,586,386</b>	<b>2,646,501</b>	<b>2,858,660</b>	<b>8.0%</b>	<b>212,159</b>

- Levy amount could be modified by changing the tax levy transfers



# Reserves / Reserve Funds – Net Transfers (Preliminary)

## Net Reserve & Reserve Fund Transfers

2022				2023				
	<u>From</u>	<u>To</u>	<u>Net</u>	<u>From</u>	<u>To</u>	<u>Net</u>	<u>2022 vs 2023</u>	
Council	0	120,700	120,700	Council	120,700	120,700	0	
Admin	42,500	52,000	9,500	Admin	42,500	52,000	9,500	
Property	0	16,000	16,000	Property	16,000	16,000	0	
Fire	0	210,600	210,600	Fire	210,600	210,600	0	
CBO	0	35,554	35,554	CBO	102,935	102,935	67,381	
Roads	0	79,482	79,482	Roads	79,482	79,482	0	
Streetlights	0	5,000	5,000	Streetlights	5,000	5,000	0	
Rec	0	100,000	100,000	Rec	100,000	100,000	0	
Planning	0	0	0	Planning	0	0	0	
Cemetery	0	5,000	5,000	Cemetery	5,000	5,000	0	
WNP Holding	0	0	0	WNP Holding	0	0	0	
<b>Taxation Total</b>	<b>42,500</b>	<b>624,336</b>	<b>581,836</b>	<b>Taxation Total</b>	<b>42,500</b>	<b>691,717</b>	<b>649,217</b>	
Sewer	685,447	508,538	(176,909)	Sewer	685,447	427,204	(258,243)	
Water	0	189,721	189,721	Water	0	407,488	217,767	
<b>User Fee Total</b>	<b>685,447</b>	<b>698,259</b>	<b>12,812</b>	<b>User Fee Total</b>	<b>685,447</b>	<b>834,692</b>	<b>149,245</b>	
<b>Grand Total</b>	<b>727,947</b>	<b>1,322,595</b>	<b>594,648</b>	<b>Grand Total</b>	<b>727,947</b>	<b>1,526,409</b>	<b>798,462</b>	
							203,814	



## Draft Budget Modeling – 2023 Tax Implication – Base Case

	<u>2021</u>	<u>2022</u>	<u>2023 (Draft)</u>	<u>YoY Increase (%)</u>
Operating Budget	5,232,746	5,481,686	5,847,235	6.67%
Policy Mandated Transfer to Reserve fund	141,200	115,700	115,700	0.00%
Net Transfers	493,206	466,136	533,517	14.46%
Contributions to Capital	1,951,980	2,022,165	2,161,943	6.91%
Total Budgeted Tax Levy	7,819,132	8,085,687	8,658,395	7.08%
			Organic Growth	2.26%
			<b>Impact to Existing Taxpayer</b>	<b>4.82%</b>



## Draft Budget Modeling – 2023 Tax Implication – Base Case

	<u>2023</u>
AMOUNT TO BE RAISED - BAU	<u>\$ 8,658,395</u>
Tax Rate = amount to be raised/weighted assessment =	<b>0.00496247</b>

<u>COMPARISON OF TAXES</u>	<u>2023</u>	<u>2022</u>
Residential Assessment	\$ 271,636.00	\$ 269,673.00
Tax Rate	0.00496247	0.00473502
Taxes	\$1,347.99	\$1,276.91
Increase over 2022		<b>\$71.08</b>



## New Staffing – 3 FTE - \$286,455.4

Position	Hours of Work	Approx. Benefits Premiums	Wage
Executive Officer/Assistant	35 hours/week	\$15,000	\$70,743.40 annually
Director of Community Services	35 hours/week	\$30,000	\$123,032.00 annually
Co-op Position	35 hours/week	\$4,000	\$18-24/hour \$43,680.00 annually
	<b>Total:</b>	<b>\$49,000.00</b>	<b>\$237,455.40</b>



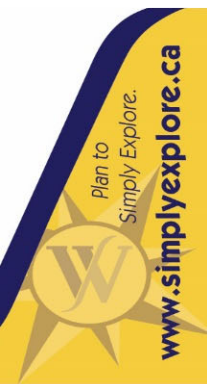
# Draft Budget Modeling – 2023 Tax Implication – w/ New Staffing

	<u>2023</u>
<b>AMOUNT TO BE RAISED</b>	<b>\$ 8,944,850</b>
Tax Rate = amount to be raised/weighted assessment =	<b>0.00512665</b>

<u>COMPARISON OF TAXES</u>	<u>2023</u>	<u>2022</u>
Residential Assessment	\$ 271,636.00	\$ 269,673.00
Tax Rate	0.00512665	0.00473502
Taxes	\$1,392.58	\$1,276.91
Increase over 2022		<b>\$115.68</b>

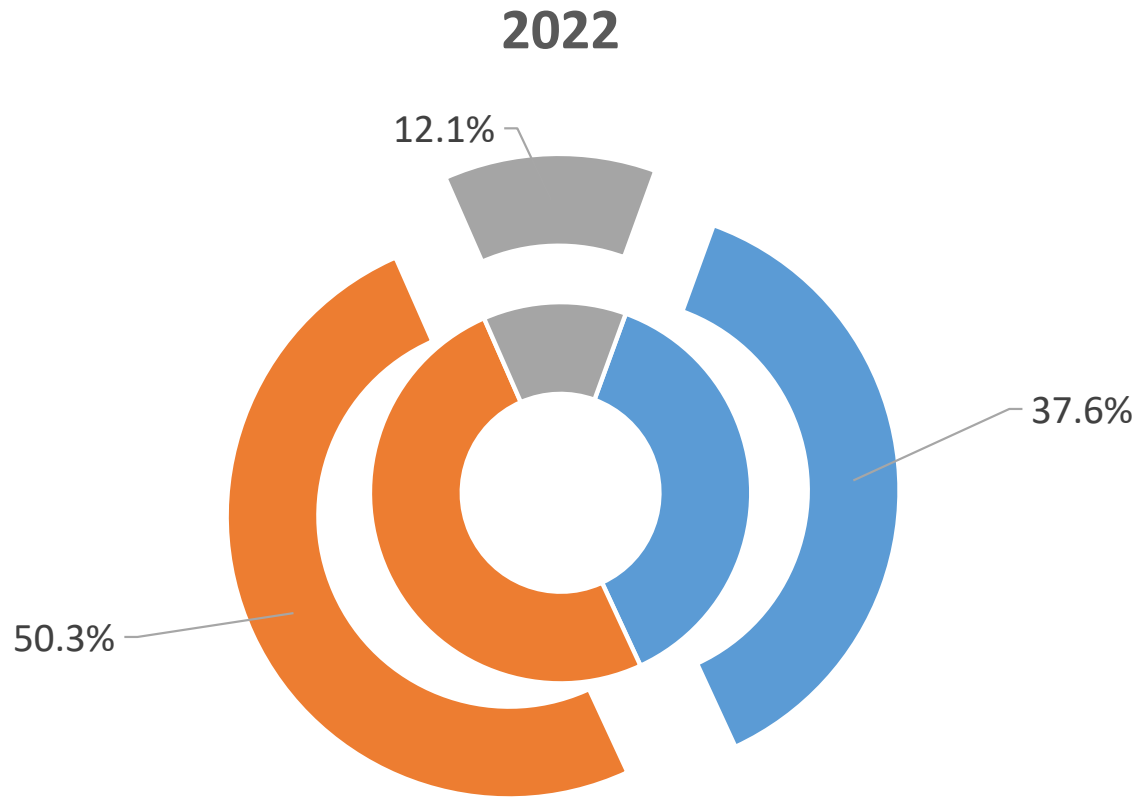


**\$44.6 per household; \$71.08 vs. \$115.68**

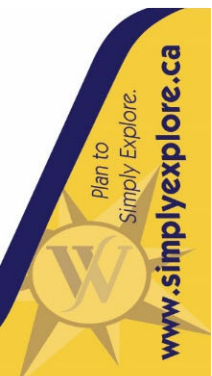




# Distribution of Tax Dollars 2022 Split



■ Municipal ■ County ■ Education





# 2023 CAPITAL BUDGET

# MMAH Report on Debt and Asset Consumption

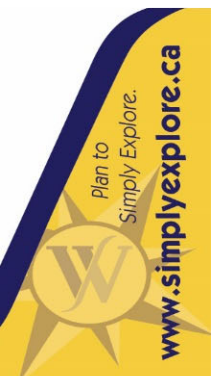
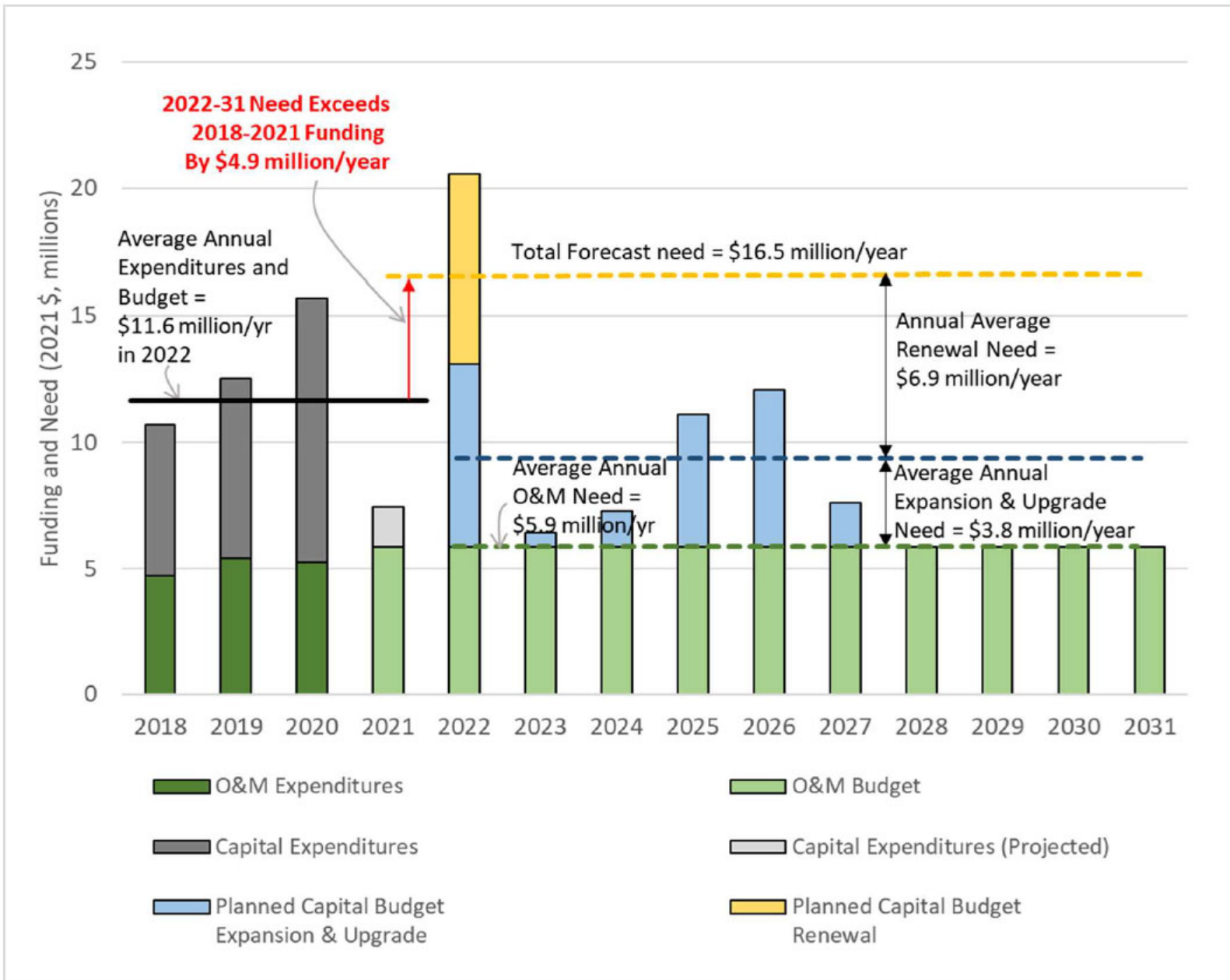
Indicator	Ranges	Actuals	South - LT - Counties - Rural		Level of Risk
			Median	Average	

## FLEXIBILITY INDICATORS

Indicator	Ranges	2017	2018	2019	2020	2021	Level of Risk
Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	8.2%	8.4%	6.5%	8.0%	1.7%	MODERATE
		2.7%	2.5%	2.6%	2.3%	2.2%	MODERATE
		3.3%	3.1%	3.1%	3.2%	3.0%	MODERATE
							<b>LOW</b>
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	54.2%	54.4%	55.5%	55.8%	54.5%	MODERATE
		43.8%	43.7%	43.9%	44.8%	45.2%	MODERATE
		45.5%	46.0%	46.2%	46.5%	46.9%	MODERATE
							<b>MODERATE</b>



# Infrastructure Gap – Asset Management Plan



# Capital Program – 10 Year Capital Forecast

<b>Renewal and Maintenance Projects</b>	<b>Total</b>
Full Road Reconstruction	\$ 56,827,149
Sidewalk /Pedestrian Safety Investment	\$ 2,841,357
Equipment Investment	\$ 11,365,430
Recreation Investment	\$ 21,310,181
Pavement Rehabilitation	\$ 14,206,787
Bridge Rehabilitation	\$ 10,655,090
<b>Subtotal</b>	<b>\$ 117,205,994</b>
<b>Major Capital Projects</b>	
Arthur Water Tower	\$ 5,788,125
Arthur Water Supply	\$ 4,961,250
Mount Forest Water Tower	\$ 6,381,408
Mount Forest Wastewater Plant Upgrade	\$ 7,387,277
Arthur Wastewater Plant Upgrade	\$ 13,125,000
Arthur Operations Centre	\$ 5,512,500
Mount Forest Operations Centre	\$ 7,035,502
Mount Forest Fire Hall	\$ 8,682,188
Kenilworth Town Hall	\$ 3,190,704
Mount Forest Outdoor Pool and Aquatics Cent	\$ 6,442,183
Arthur and Area Community Centre	\$ 5,512,500
Mount Forest & District Sports Complex	\$ 3,517,751
<b>Subtotal - Major Capital Projects</b>	<b>\$ 77,536,388</b>
<b>Total Capital Project Cost</b>	<b>\$ 194,742,382</b>



## Capital Program – 10 Year Capital Forecast

Funding Options	Total
OCIF	\$ 22,000,000
Gas Tax	\$ 8,800,000
Operating budget contribution - tax base	\$ 22,000,000
Operating budget contribution - user base	\$ 14,300,000
Development Charges	\$ 8,900,000
Reserve use	\$ 16,500,000
Senior govt conditional grant	
<b>Total funding available - estimate</b>	<b>\$ 92,500,000</b>
Funding Surplus (deficit)	<b>-102,242,381.82</b>



## Draft 2023 Capital Program – Wishlist

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Environmental Services	15,752,337	2,264,337	13,488,000	
General Government	621,781		406,781	200,000
Health Services	49,849		49,849	
Protection Service	504,500		504,500	
Recreation and Cultural Services	6,423,000		6,423,000	
Transportation Services	12,523,323	4,812,323	5,137,400	2,573,600
<b>Grand Total</b>	<b>35,874,790</b>	<b>7,076,660</b>	<b>26,009,530</b>	<b>2,773,600</b>



# Draft 2023 Capital Program – Wishlist W/O – Two Big Projects

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Environmental Services	3,302,337	2,264,337	1,038,000	
General Government	621,781		406,781	200,000
Health Services	49,849		49,849	
Protection Service	504,500		504,500	
Recreation and Cultural Services	1,145,000		1,145,000	
Transportation Services	12,523,323	4,812,323	5,137,400	2,573,600
<b>Grand Total</b>	<b>18,146,790</b>	<b>7,076,660</b>	<b>8,281,530</b>	<b>2,773,600</b>

Project Name
Mount Forest - Water Tower
Mount Forest Drive/Sobey's (Enginee...
Mount Forest Outdoor Pool and Aqua...
Multi-year Budget Software
New Mount Forest Fire Station - Desig...

Project Name
Arthur Station HVAC Replacement
Arthur Supply Environmental and Oth...
Arthur Wastewater Treatment Plant – ...
Asset Management System
Ball Diamond Groomer





## Draft 2023 Capital Program – Recreation Services

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Arthur and Area Community Centre -	1,000,000		1,000,000	
Ball Diamond Groomer	10,000		10,000	
Lawn Mower for Mount Forest	60,000		60,000	
MF Sports Complex Improvements	75,000		75,000	
Mount Forest Outdoor Pool and Aqua	5,278,000		5,278,000	
<b>Grand Total</b>	<b>6,423,000</b>		<b>6,423,000</b>	



## Draft 2023 Capital Program – Environmental Services

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Arthur - Water Supply and Tower Land	300,000		300,000	
Arthur Supply Environmental and Other Assessments	375,000	175,000	200,000	
Arthur Wastewater Treatment Plant – Phase 2 Upgrade	12,450,000		12,450,000	
Mount Forest - Water Tower	1,700,600	1,700,600		
OCWA Projects (Arthur & Mount Forest)	273,000		273,000	
South Water Street - SPS	15,517	15,517		
Water System Physical Security	100,000		100,000	
Water Valve Repair Tool	15,000		15,000	
Watermain Valve and Fire Hydrant Replacement	150,000		150,000	
Wells St. Extension (Domville to Future St. A) - Sewer	74,220	74,220		
Wells St. Extension (Domville to Future St. A) - Water	299,000	299,000		
<b>Grand Total</b>	<b>15,752,337</b>	<b>2,264,337</b>	<b>13,488,000</b>	



# Draft 2023 Capital Program – General Government

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Asset Management System	174,781		174,781	
Community Satisfaction Survey	15,000		15,000	
Growth Management Strategy Update	50,000		50,000	
IT Network Design	50,000		50,000	
Kenilworth Office Parking Lot	200,000		0	200,000
Keyless Entry Control	12,000		12,000	
Multi-year Budget Software	30,000		30,000	
Record Management Software	50,000		50,000	
Strategic Planning	40,000		25,000	
<b>Grand Total</b>	<b>621,781</b>		<b>406,781</b>	<b>200,000</b>



## Draft 2023 Capital Program – Protection Services

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Arthur Station HVAC Replacement	14,500		14,500	
New Mount Forest Fire Station - Design only	50,000		50,000	
SCBA Replacement	400,000		400,000	
Truck Lighting System - Car 3	10,000		10,000	
WN Fire Service Review	30,000		30,000	
<b>Grand Total</b>	<b>504,500</b>		<b>504,500</b>	



# Draft 2023 Capital Program – Transportation Service – Part 1

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Arthur OPC - Land	500,000		500,000	
Clarke St. (Between Smith and Domville)	12,073	12,073		
Cork Street - Princess to Waterloo Street - Road	862,000		862,000	
Culvert Replacement - Sideroad 9 W	220,000		220,000	
Design Projects - Adelaide	100,000		100,000	
Design Projects - Fergus St N	100,000		100,000	
Develop Master Stormwater Management Plan	30,000	30,000		
Develop Sidewalk Master Plan	20,500	20,500		
Development Vehicle	40,000		40,000	
Domville Street - Conestoga to Andrew Street	2,300,000	2,300,000	0	
Equipment - Back-hoe (275)	275,000		275,000	
Equipment - Pick-up (60)	60,000		60,000	
Equipment - Plow (360)	360,000		360,000	
Fergus St. N (Between Durham and Birmingham)	18,000	18,000		
Fergus St. N (Between Wellington and Birmingham)	18,000	18,000		



# Draft 2023 Capital Program – Transportation Service

John Street - Queen to Waterloo Street	1,517,000			1,517,000
Main St N - Traffic Signals (Sobey's)	500,000		500,000	
Mount Forest Drive/Sobey's (Engineering Only)	10,250	10,250		
Preston St. N (Between Smith and Domville)	46,500	46,500		
Preston Street North	350,000		350,000	
Radio unit Replacements	25,000	25,000		
Roads needs study/TMP	75,000		75,000	
Rural Resurfacing - Line 12 - County Road 14 to 16	550,000		550,000	
Rural Resurfacing - Sideroad 5W - Landfill Entrance to Conc	120,000		120,000	
Rural Resurfacing - Sideroad 7E - Highway 6 to Concession 2	300,000		300,000	
Rural Road Rebuild - Sideroad 13 - County Rd 109 to Line 2	60,000		60,000	
Rural Road Rebuild - Sideroad 9W - Concession 7 to 9	60,000		60,000	
Sidewalk New - Wellington E, Foster St	128,000		128,000	
Sidewalk Replacement - Queen W, Conestoga N, Edward	60,000		60,000	
Smith Street in Arthur (Connecting Link)	1,174,000		117,400	1,056,600
Structure 2040 - SR13	220,000	220,000		
Structure 40 - Line 6	360,000	360,000		
Structure 9 – Sideroad 3E - Bridge	1,230,000	1,230,000		
Urban Paving	300,000		300,000	
Wells St. Extension (Domville to Future St. A) - Roads	522,000	522,000		
<b>Grand Total</b>	<b>12,523,323</b>	<b>4,812,323</b>	<b>5,137,400</b>	<b>2,573,600</b>



# Draft 2023 Capital Program – Health Services

Row Labels	Total Cost	Carry Forward Projects	2023 Asks	Future Asks
Columbarium Mount Forest Cemetery	49,849		49,849	
<b>Grand Total</b>	<b>49,849</b>		<b>49,849</b>	



# Draft Capital Program Trend

## Project Costs

Dept/Year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023 v1</u>	<u>2023 v2</u>
Council Directed Projects	-	1,171,220	1,696,220		
20in20 Initiatives	-	152,331	35,500		
Development Projects	860,385	306,220	176,837		
Roads/Drainage/Fleet	6,414,583	5,888,282	7,941,407	10,024,723	10,024,723
Water/Wastewater	9,851,048	5,873,144	3,670,608	15,752,337	3,302,337
Parks & Recreation	1,438,647	1,456,845	1,325,570	6,348,000	1,070,000
Fire	99,200	258,700	138,000	504,500	504,500
Admin & Property	254,125	10,000	165,750	406,781	406,781
Cemetery	-	-	-	49,849	49,849
<b>Total</b>	<b>18,917,988</b>	<b>15,116,742</b>	<b>15,149,892</b>	<b>33,086,190</b>	<b>15,358,190</b>





## Draft Capital Program Trend – Funding

<b>Funding Model</b> Source/Year	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023 v1</u></b>	<b><u>2023 v2</u></b>
Revenue (levy, fees, etc)	3,716,047	3,512,480	4,874,271	3,459,105	3,459,105
Grants	2,039,830	3,272,983	1,343,688	400,000	400,000
Dev't Charges & Reserves	1,818,845	2,390,781	347,150	2,334,118	2,334,118
Developer Contributions	344,655	334,905	21,500		
External Debt	-	-	-	-	-
Gas Tax	566,000	200,000	655,000	895,065	895,065
Sustained OCIF	1,030,120	909,000	900,000	3,067,946	3,067,946
Prior Year Carry Fwd	9,436,366	4,496,593	6,363,384	7,076,660	7,076,660
Unfunded Amounts	- 33,875	-	644,899		
	<b>18,917,988</b>	<b>15,116,742</b>	<b>15,149,892</b>	<b>17,232,894</b>	<b>17,232,894</b>



## Reserves / Reserve Funds – Nov 2022 Balances

Name of Reserve and Reserve Funds	Beginning Balance	Change	Ending Balance
Development Charges	-2,826,745.08	-1,592,978.40	-4,419,723.48
Other Obligatory Reserve Funds	-1,470,456.80	216,267.72	-1,254,189.08
Taxation Reserve Funds	-6,431,682.09	855,350.30	-5,576,331.79
Taxation Reserves	-2,047,566.08	388,044.80	-1,659,521.28
User Fee Reserve Funds	-7,233,669.04	-473,421.93	-7,707,090.97
<b>Grand Total</b>	<b>-20,010,119.09</b>	<b>-606,737.51</b>	<b>-20,616,856.60</b>



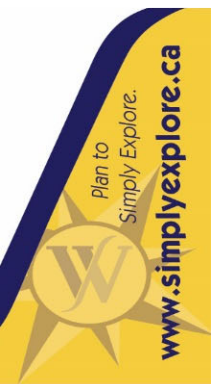
## Council Direction Required

- Direction re: target levy for 2023
- Items required for addition or omission from the current 2023 capital program
- Comfort level with utilization of reserves / reserve funds to reduce contributions to capital program from levy
- Others?



# Discussion

OPEN FOR  
DISCUSSION



**Township of Wellington North  
10-Year Capital Project Forecast  
February 2023**

Inflationary Pressure	5%														
<b>Renewal and Maintenance Projects</b>	<b>Traditionally</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>Average</b>	<b>Total</b>	
Full Road Reconstruction	\$ 4,000,000	\$ 4,000,000	\$ 4,200,000	\$ 4,410,000	\$ 4,630,500	\$ 4,862,025	\$ 5,105,126	\$ 5,360,383	\$ 5,628,402	\$ 5,909,822	\$ 6,205,313	\$ 6,515,579	\$ 5,166,104	\$ 56,827,149	
Sidewalk /Pedestrian Safety Investment	\$ 200,000	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101	\$ 255,256	\$ 268,019	\$ 281,420	\$ 295,491	\$ 310,266	\$ 325,779	\$ 258,305	\$ 2,841,357	
Equipment Investment	\$ 800,000	\$ 800,000	\$ 840,000	\$ 882,000	\$ 926,100	\$ 972,405	\$ 1,021,025	\$ 1,072,077	\$ 1,125,680	\$ 1,181,964	\$ 1,241,063	\$ 1,303,116	\$ 1,033,221	\$ 11,365,430	
Recreation Investment	\$ 1,500,000	\$ 1,500,000	\$ 1,575,000	\$ 1,653,750	\$ 1,736,438	\$ 1,823,259	\$ 1,914,422	\$ 2,010,143	\$ 2,110,651	\$ 2,216,183	\$ 2,326,992	\$ 2,443,342	\$ 1,937,289	\$ 21,310,181	
Pavement Rehabilitation	\$ 1,000,000	\$ 1,000,000	\$ 1,050,000	\$ 1,102,500	\$ 1,157,625	\$ 1,215,506	\$ 1,276,282	\$ 1,340,096	\$ 1,407,100	\$ 1,477,455	\$ 1,551,328	\$ 1,628,895	\$ 1,291,526	\$ 14,206,787	
Bridge Rehabilitation	\$ 750,000	\$ 750,000	\$ 787,500	\$ 826,875	\$ 868,219	\$ 911,630	\$ 957,211	\$ 1,005,072	\$ 1,055,325	\$ 1,108,092	\$ 1,163,496	\$ 1,221,671	\$ 968,645	\$ 10,655,090	
<b>Subtotal</b>	<b>\$ 8,250,000</b>	<b>\$ 8,250,000</b>	<b>\$ 8,662,500</b>	<b>\$ 9,095,625</b>	<b>\$ 9,550,406</b>	<b>\$ 10,027,927</b>	<b>\$ 10,529,323</b>	<b>\$ 11,055,789</b>	<b>\$ 11,608,578</b>	<b>\$ 12,189,007</b>	<b>\$ 12,798,458</b>	<b>\$ 13,438,381</b>	<b>\$ 10,655,090</b>	<b>\$ 117,205,994</b>	
<b>Major Capital Projects</b>															
Arthur Water Tower	\$ 5,000,000				\$ 5,788,125									\$ 5,788,125	
Arthur Water Supply	\$ 4,500,000			\$ 4,961,250										\$ 4,961,250	
Mount Forest Water Tower	\$ 5,000,000						\$ 6,381,408							\$ 6,381,408	
Mount Forest Wastewater Plant Upgrade	\$ 5,000,000									\$ 7,387,277				\$ 7,387,277	
Arthur Wastewater Plant Upgrade	\$ 12,500,000		\$ 13,125,000											\$ 13,125,000	
Arthur Operations Centre	\$ 5,000,000			\$ 5,512,500										\$ 5,512,500	
Mount Forest Operations Centre	\$ 5,000,000								\$ 7,035,502					\$ 7,035,502	
Mount Forest Fire Hall	\$ 7,500,000				\$ 8,682,188									\$ 8,682,188	
Kenilworth Town Hall	\$ 2,500,000						\$ 3,190,704							\$ 3,190,704	
Mount Forest Outdoor Pool and Aquatics Centre	\$ 5,300,000					\$ 6,442,183								\$ 6,442,183	
Arthur and Area Community Centre	\$ 5,000,000			\$ 5,512,500										\$ 5,512,500	
Mount Forest & District Sports Complex	\$ 2,500,000								\$ 3,517,751					\$ 3,517,751	
<b>Subtotal - Major Capital Projects</b>	<b>\$ 64,800,000</b>	<b>\$ -</b>	<b>\$ 13,125,000</b>	<b>\$ 15,986,250</b>	<b>\$ 14,470,313</b>	<b>\$ 6,442,183</b>	<b>\$ 9,572,112</b>	<b>\$ -</b>	<b>\$ 10,553,253</b>	<b>\$ 7,387,277</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 77,536,388</b>	
<b>Total Capital Project Cost</b>		<b>\$ 8,250,000</b>	<b>\$ 21,787,500</b>	<b>\$ 25,081,875</b>	<b>\$ 24,020,719</b>	<b>\$ 16,470,110</b>	<b>\$ 20,101,435</b>	<b>\$ 11,055,789</b>	<b>\$ 22,161,832</b>	<b>\$ 19,576,285</b>	<b>\$ 12,798,458</b>	<b>\$ 13,438,381</b>	<b>\$ 17,703,853</b>	<b>\$ 194,742,382</b>	
Cumulative capital budget		\$ 8,250,000	\$ 30,037,500	\$ 55,119,375	\$ 79,140,094	\$ 95,610,203	\$ 115,711,638	\$ 126,767,427	\$ 148,929,259	\$ 168,505,543	\$ 181,304,001	\$ 194,742,382			

<b>Funding Options</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>Average</b>	<b>Total</b>	
OCIF		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	\$ 2,000,000	\$ 22,000,000	
Gas Tax		800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	\$ 800,000	\$ 8,800,000	
Operating budget contribution - tax base		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	\$ 2,000,000	\$ 22,000,000	
Operating budget contribution - user base		1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	\$ 1,300,000	\$ 14,300,000	
Development Charges		2,200,000.00	\$ 2,200,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 809,091	\$ 8,900,000	
Reserve use		1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	\$ 1,500,000	\$ 16,500,000	
Senior govt conditional grant														
<b>Total funding available - estimate</b>		<b>9,800,000.00</b>	<b>9,800,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,100,000.00</b>	<b>8,409,090.91</b>	<b>\$ 92,500,000</b>	
Funding Surplus (deficit)		1,550,000.00	-11,987,500.00	-16,981,875.00	-15,920,718.75	-8,370,109.69	-12,001,434.61	-2,955,789.04	-14,061,831.66	-11,476,284.63	-4,698,457.78	-5,338,380.67	<b>-9,294,761.98</b>	<b>-102,242,381.82</b>
<b>Cumulative surplus (deficit)</b>		<b>1,550,000.00</b>	<b>-10,437,500.00</b>	<b>-27,419,375.00</b>	<b>-43,340,093.75</b>	<b>-51,710,203.44</b>	<b>-63,711,638.05</b>	<b>-66,667,427.08</b>	<b>-80,729,258.74</b>	<b>-92,205,543.37</b>	<b>-96,904,001.15</b>	<b>-102,242,381.82</b>		

- Notes:
1. Focus on capital projects of \$1,000,000 or more.
  2. Full reconstruction includes water, sanitary and road dollars.

	Service area	Department	Project Name	Priority	Growth Related?	New or Carry Forward	Estimated Total Cost including taxes	Carry Forward from 2022 2-00-XX-000-3500	Ask for 2023	Future Ask
1	Environmental Services	Water Wastewater	Water Valve Repair Tool	Medium	N	New	15,000		15,000	
2	Environmental Services	Water Wastewater	Arthur Supply Environmental and Other Assessments	Medium	Y	New	375,000	175,000	200,000	
3	Environmental Services	Water Wastewater	Watermain Valve and Fire Hydrant Replacement	Medium	N	New	150,000		150,000	
4	Environmental Services	Water Wastewater	Water System Physical Security	Medium	N	New	100,000		100,000	
5	Environmental Services	Water Wastewater	Arthur - Water Supply and Tower Land	Medium	Y	New	300,000		300,000	
6	Environmental Services	Water Wastewater	Arthur Wastewater Treatment Plant – Phase 2 Upgrade	Medium	Y	New	12,450,000		12,450,000	
7	Environmental Services	Water Wastewater	Mount Forest - Water Tower	High	N	CF	1,700,600	1,700,600		
8	Environmental Services	Water Wastewater	OCWA Projects (Arthur & Mount Forest)	Medium	N	New	273,000		273,000	
9	Environmental Services	Water Wastewater	Wells St. Extension (Domville to Future St. A) - Water	Low	Y	CF	299,000	299,000		
10	Environmental Services	Water Wastewater	Wells St. Extension (Domville to Future St. A) - Sewer	Low	Y	CF	74,220	74,220		
11	Environmental Services	Water Wastewater	South Water Street - SPS	Low	Y	CF	15,517	15,517		
12	General Government	Admin	Strategic Planning	High	Y	New	40,000		25,000	
13	General Government	Admin	Community Satisfaction Survey	High	Y	New	15,000		15,000	
14	General Government	Admin	Growth Management Strategy Update	High	Y	New	50,000		50,000	
15	General Government	Clerk	Record Management Software	High	N	New	50,000		50,000	
16	General Government	Finance	IT Network Design	High	N	New	50,000		50,000	
17	General Government	Finance	Multi-year Budget Software	High	Y	New	30,000		30,000	
18	General Government	Finance	Asset Management System	High	Y	New	174,781		174,781	
19	General Government	Property	Keyless Entry Control	Low	N	New	12,000		12,000	
20	General Government	Property	Kenilworth Office Parking Lot	Medium	N	New	200,000		-	200,000
21	Health Services	Cemetery	Columbarium Mount Forest Cemetery	Low	Y	New	49,849		49,849	
22	Protection Service	Fire	Arthur Station HVAC Replacement	High	N	New	14,500		14,500	
23	Protection Service	Fire	SCBA Replacement	High	N	New	400,000		400,000	
24	Protection Service	Fire	New Mount Forest Fire Station - Design only	Medium	Y	New	50,000		50,000	
25	Protection Service	Fire	Truck Lighting System - Car 3	High	N	New	10,000		10,000	
26	Protection Service	Fire	WN Fire Service Review	High	Y	New	30,000		30,000	
27	Recreation and Cultural Se	Operations	MF Sports Complex Improvements	Low	N	New	75,000		75,000	
28	Recreation and Cultural Se	Recreation Services	Arthur and Area Community Centre - Roof Replacement	High	N	New	1,000,000		1,000,000	
29	Recreation and Cultural Se	Recreation Services	Lawn Mower for Mount Forest	Medium	N	New	60,000		60,000	
30	Recreation and Cultural Se	Recreation Services	Mount Forest Outdoor Pool and Aquatic Centre	Medium	Y	New	5,278,000		5,278,000	
31	Recreation and Cultural Se	Recreation Services	Ball Diamond Groomer	Medium	N	New	10,000		10,000	

	Service area	Department	Project Name	Priority	Growth Related?	New or Carry Forward	Estimated Total Cost including taxes	Carry Forward from 2022 2-00-XX-000-3500	Ask for 2023	Future Ask
32	Transportation Services	Operations	Development Vehicle	Low	Y	New	40,000		40,000	
33	Transportation Services	Operations	Roads needs study/TMP	Low	Y	New	75,000		75,000	
34	Transportation Services	Roads	Smith Street in Arthur (Connecting Link)	High	N	New	1,174,000		117,400	1,056,600
35	Transportation Services	Roads	Cork Street - Princess to Waterloo Street - Road	High	Y	New	862,000		862,000	
36	Transportation Services	Roads	John Street - Queen to Waterloo Street	Low	N	New	1,517,000			1,517,000
37	Transportation Services	Roads	Main St N - Traffic Signals (Sobey's)	High	Y	New	500,000		500,000	
38	Transportation Services	Roads	Preston Street North	High	Y	New	350,000		350,000	
39	Transportation Services	Roads	Domville Street - Conestoga to Andrew Street	High	N	CF	2,300,000	2,300,000	-	
40	Transportation Services	Roads	Rural Road Rebuild - Sideroad 13 - County Rd 109 to Line 2	Medium	N	New	60,000		60,000	
41	Transportation Services	Roads	Rural Road Rebuild - Sideroad 9W - Concession 7 to 9	Medium	N	New	60,000		60,000	
42	Transportation Services	Roads	Culvert Replacement - Sideroad 9 W	Medium	N	New	220,000		220,000	
43	Transportation Services	Roads	Rural Resurfacing - Sideroad 5W - Landfill Entrance to Conc	Medium	N	New	120,000		120,000	
44	Transportation Services	Roads	Arthur OPC - Land	High	Y	New	500,000		500,000	
45	Transportation Services	Roads	Rural Resurfacing - Line 12 - County Road 14 to 16	Medium	N	New	550,000		550,000	
46	Transportation Services	Roads	Rural Resurfacing - Sideroad 7E - Highway 6 to Concession 1	Medium	N	New	300,000		300,000	
47	Transportation Services	Roads	Sidewalk Replacement - Queen W, Conestoga N, Edward	Medium	N	New	60,000		60,000	
48	Transportation Services	Roads	Sidewalk New - Wellington E, Foster St	Medium	N	New	128,000		128,000	
49	Transportation Services	Roads	Structure 2040 - SR13	Medium	N	CF	220,000	220,000		
50	Transportation Services	Roads	Structure 40 - Line 6	Medium	N	CF	360,000	360,000		
51	Transportation Services	Roads	Urban Paving	Medium	N	New	300,000		300,000	
52	Transportation Services	Roads	Design Projects - Adelaide	Low	N	New	100,000		100,000	
53	Transportation Services	Roads	Design Projects - Fergus St N	Low	N	New	100,000		100,000	
54	Transportation Services	Roads	Equipment - Back-hoe (275)	Medium	N	New	275,000		275,000	
55	Transportation Services	Roads	Equipment - Pick-up (60)	Medium	N	New	60,000		60,000	
56	Transportation Services	Roads	Equipment - Plow (360)	Medium	N	New	360,000		360,000	
57	Transportation Services	Roads	Wells St. Extension (Domville to Future St. A) - Roads	Low	Y	CF	522,000	522,000		
58	Transportation Services	Roads	Develop Master Stormwater Management Plan	High	Y	CF	30,000	30,000		
59	Transportation Services	Roads	Develop Sidewalk Master Plan	High	Y	CF	20,500	20,500		
60	Transportation Services	Roads	Radio unit Replacements	High	N	CF	25,000	25,000		
61	Transportation Services	Roads	Mount Forest Drive/Sobey's (Engineering Only)	High	Y	CF	10,250	10,250		
62	Transportation Services	Roads	Clarke St. (Between Smith and Domville)	High	N	CF	12,073	12,073		

	Service area	Department	Project Name	Priority	Growth Related?	New or Carry Forward	Estimated Total Cost including taxes	Carry Forward from 2022 2-00-XX-000-3500	Ask for 2023	Future Ask
63	Transportation Services	Roads	Fergus St. N (Between Wellington and Birmingham)	High	N	CF	18,000	18,000		
64	Transportation Services	Roads	Fergus St. N (Between Durham and Birmingham)	High	N	CF	18,000	18,000		
65	Transportation Services	Roads	Preston St. N (Between Smith and Domville)	High	Y	CF	46,500	46,500		
66	Transportation Services	Roads	Structure 9 – Sideroad 3E - Bridge	Medium	N	CF	1,230,000	1,230,000		
							<b>35,874,790</b>	<b>7,076,660</b>	<b>26,009,530</b>	<b>2,773,600</b>



**Township of Wellington North**  
**Reserves and Reserve Funds Summary (Provisional)**  
**November 30, 2022**

<b>Name of Reserve and Reserve Funds</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
Development Charges	-2,826,745.08	-1,592,978.40	-4,419,723.48
Other Obligatory Reserve Funds	-1,470,456.80	216,267.72	-1,254,189.08
Taxation Reserve Funds	-6,431,682.09	855,350.30	-5,576,331.79
Taxation Reserves	-2,047,566.08	388,044.80	-1,659,521.28
User Fee Reserve Funds	-7,233,669.04	-473,421.93	-7,707,090.97
<b>Grand Total</b>	<b>-20,010,119.09</b>	<b>-606,737.51</b>	<b>-20,616,856.60</b>

**Township of Wellington North**  
**Reserves and Reserve Funds Details (Provisional)**  
**November 30, 2022**

Name of Reserve and Reserve Funds	Beginning Balance	Change	Ending Balance
<b>Development Charges</b>			
Building By-Law D.C.'s	0.00	121,588.31	121,588.31
Equity - WN Sewer Development Charge	-1,607,102.35	-1,019,245.13	-2,626,347.48
WN admin dev chges - surplus	-10,691.93	-7,846.15	-18,538.08
WN Fire dev chges - surplus	-209,437.69	-17,955.25	-227,392.94
WN indoor rec dev chges - surplus	-203,692.12	-123,086.60	-326,778.72
WN ourdoor rec dev chges - surplus	-31,685.82	-7,240.16	-38,925.98
WN roads dev charges suplus	-339,464.79	-178,467.71	-517,932.50
WW - Development charges	-424,670.38	-360,725.71	-785,396.09
<b>Development Charges Total</b>	<b>-2,826,745.08</b>	<b>-1,592,978.40</b>	<b>-4,419,723.48</b>
<b>Other Obligatory Reserve Funds</b>			
Cash in Lieu of Parkland	-295,596.97	-63,526.63	-359,123.60
Gas Tax reserve fund	-1,174,859.84	279,794.35	-895,065.49
<b>Other Obligatory Reserve Funds Total</b>	<b>-1,470,456.81</b>	<b>216,267.72</b>	<b>-1,254,189.09</b>
<b>Taxation Reserve Funds</b>			
Building Permit Reserve Fund	-364,689.95	-59,038.43	-423,728.38
C&I Land Sales - Equity	-2,128,092.38	-171,047.06	-2,299,139.44
Capital Equipment Reserve Fund	-1,113,538.62	599,417.79	-514,120.83
Capital Infrastructure Reinvestment Reserve Fund	-1,376,451.36	643,208.39	-733,242.97
Fire	-657,474.98	-68,291.55	-725,766.53
Perpetual care Res fd	-62,392.35	-4,649.55	-67,041.90
Streetlights Res Fd - surplus	-191,076.64	-4,022.94	-195,099.58
WNP Deb Repayment Res Fd	-537,965.81	-80,226.35	-618,192.16
<b>Taxation Reserve Funds Total</b>	<b>-6,431,682.09</b>	<b>855,350.30</b>	<b>-5,576,331.79</b>

**Taxation Reserves**

Reserve for Community Improv. Program	-7,639.74	-5,000.00	-12,639.74
Reserve for Election	-80,000.00	22,500.00	-57,500.00
Reserve for Property Maintenance	-459,926.34	-124,550.00	-584,476.34
Reserve for Working Capital	-1,500,000.00	495,094.80	-1,004,905.20
<b>Taxation Reserves Total</b>	<b>-2,047,566.08</b>	<b>388,044.80</b>	<b>-1,659,521.28</b>
<b>User Fee Reserve Funds</b>			
SS - Reserve Fund	-2,274,247.61	-26,441.83	-2,300,689.44
WW Reserve Fund	-4,959,421.43	-446,980.10	-5,406,401.53
<b>User Fee Reserve Funds Total</b>	<b>-7,233,669.04</b>	<b>-473,421.93</b>	<b>-7,707,090.97</b>
<b>Grand Total</b>	<b>-20,010,119.10</b>	<b>-606,737.51</b>	<b>-20,616,856.61</b>



## WELLINGTON NORTH

SEMPER PORRO

# Staff Report

**To:** Mayor and Members of Council Meeting of February 21, 2023

**From:** Brooke Lambert, CAO  
Farhad Hossain, Director of Finance  
Matthew Aston, Director of Operations

**Subject:** OPS 2023-008 being a report on the proposed Mount Forest Outdoor Pool and Aquatics Centre

### RECOMMENDATION

**THAT** the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-008 being a report on the proposed Mount Forest Outdoor Pool and Aquatics Centre;

**AND FURTHER THAT** Council direct staff to bring this project back to Council for consideration and decision as part of the 2023 budget discussion;

**AND FURTHER THAT** if a “go” decision is made during the 2023 budget discussion, that the primary source of financing for the Mount Forest Outdoor Pool and Aquatics Centre not consist of debt.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

RESOLUTION: 2023-011

THAT the Council of the Corporation of the Township of Wellington North receive for information Report OPS 2023-001 being a report on the proposed work plan for the Mount Forest Outdoor Pool and Aquatics Centre for information;

AND FURTHER THAT Council approve, in principle, the work plan as presented within this report as follows:

Proposed Next Steps:

Winter 2023 Township Council reviews schematic design and probable cost estimate and provides further direction to Township staff

**Winter/Spring 2023 Council decision point – “go or no go” (2023 capital budget)**

Summer 2023 Architect completes design development and provides probable cost estimate to plus or minus ten percent

Fall 2023 Township Council reviews design development and probable cost estimate and provides further direction to Township staff

Winter 2024 Architect completes detailed design and specification for tendering

Winter 2024 Council decision point – “go or no go” (2024 capital budget)

Spring 2024 Tender

Spring / Summer 2024 construction

Fall 2024 Completion of construction

Summer 2025 New Mount Forest Outdoor Pool and Aquatics Centre open for its inaugural season

## BACKGROUND

The Roy Grant Pool in Mount Forest was closed prior to the summer 2022 swimming season as a result of mechanical failures. The facility has long been identified as in need of replacement. The existing facility was built in the 1950s with significant upgrades in the 1960s.

On January 16, 2023, Report OPS 2023-001 outlined the revised schematic design, estimate (approx.. \$5.3 million) and workplan for the key milestones related to the proposed Mount Forest Outdoor Pool and Aquatics Centre. As part of this report, there were several “go/no go” decision points identified to help both staff and Council navigate the process from a decision making, financing, fundraising and capital project planning perspective.

As part of the workplan, it was recommended that the first “go/no go” decision be considered as part of the 2023 Budget process. The purpose of this report is to provide Council with additional information that can assist in several key financial thresholds that are required for future planning. This includes, the amount the township can afford to contribute to the project, the amount the community will be asked to fundraise, and the adoption of a contingent workplan, by which the timing of the project can be managed.

To assist this discussion, staff have prepared three options for consideration:

Funding Options	Option -1	Option -2	Option -3
Fundraising target (Trigger point)	\$250,000	\$1,000,000	\$2,500,000
<b>Taxpayer contribution</b>	<b>5,050,000</b>	<b>4,300,000</b>	<b>2,800,000</b>
Total cost of the pool	5,300,000	5,300,000	5,300,000
Household in the Township	4,795	4,795	4,795
<b>Tax (cost) per household</b>	<b>1,053</b>	<b>897</b>	<b>584</b>
Typical tax bill per household	3,400	3,400	3,400
Taxpayer contribution - 1 Year Plan	1,053	897	584
Taxpayer contribution - 2 Year Plan	527	448	292
Taxpayer contribution - 3 Year Plan	351	299	195
<b>Taxpayer contribution - 4 Year Plan</b>	<b>263</b>	<b>224</b>	<b>146</b>
<b>Taxpayer contribution –</b>	<b>7.74%</b>	<b>6.59%</b>	<b>4.29%</b>

## 4 Year Plan % of tax levy

### 1. Township Upset Limit

The Township needs to decide the maximum amount it is willing to contribute to this project. As part of this, Council need to consider the amount it can afford given the number of significant capital projects anticipated over the next 10 years.

A recent review of the Townships 10 year capital needs suggest that the overall budget is approximately \$194 million. At the same time staff have estimated identified funding of just over \$92.5 million. Overall, this leads to an infrastructure funding gap of approximately \$101.5 million over the next 10 years. Major capital projects such as Mount Forest Fire Hall, Arthur and Area Community Centre, and Arthur Wastewater Plant upgrade require significant capital funding.

The Township's ability to use alternative funding, such as debt and senior government grants, is also limited and uncertain. For example, the Township's current debt capacity is \$16.1 million, and its existing debt is \$5.5 million. Hence, Township has an unused debt capacity of \$10.6 million. As a result, choices need to be made on how the Township will use our remaining \$10.6 million debt capacity. Considering other capital projects, staff recommend not using debt as an option for the pool.

If debt is not a feasible solution as a primary funding source, the Township needs to consider that it will raise the funding required for the portion of the cost it will contribute. In 2015, a decision of Council was made to collect a \$250,000 donation for the Louise Marshall Hospital Foundation renovation, which resulted in a \$14.50 annual tax impact to residential properties. Considering the past precedent, the Township may wish to approve a special tax levy based on the parameters established by the options above.

### 2. Community Fundraising Upset Limit

In addition to choosing the level of contribution that the Township can afford, there is a need to define the target that the community will be asked to fundraise for the project. This has also been a consistent request from the Mount Forest Aquatics Ad Hoc Advisory Committee.

By providing a concrete fundraising goal, this will allow the fundraising efforts, resources required and strategies employed to aligned with the types of funding required. For example, staff do not have sufficient capacity to support a large-scale community fundraising campaign. If this is required, professional fundraising support may be of assistance. Township staff have spoke with professional fundraising firms and the Township could invest in a study to gauge, or determine, local appetite with respect to fundraising for a community outdoor pool. This project result in an estimate of the magnitude of local fundraising capacity from residents. The cost of this assessment would be \$10,000 to \$40,000.

Lastly, government grants may also be a source of potential funding – however obtaining funding through this source is not guaranteed. Part of the efforts of the fundraising committee

could include searching for applicable grants, and making application. Any funding obtained through grants could count towards the community fundraising goal.

### 3. Approval of a Contingent Workplan

The workplan approved by Council provides a roadmap of the technical steps required to implement a large scale capital project. It assumes all financial considerations and obligations are provided for. Given the nature of the fundraising efforts, staff will look for some financial certainty (both in terms of an approved financial strategy for the Township's contribution and the achievement of the community fundraising goal) before it advances to the stage of going to tender for the project. As a result, both Council and the community will need to understand that the project timeline may be subject to change.

### Conclusion

The environment for large scale capital projects in many municipalities continues to become more challenging. Cost inflation, competing capital priorities and increasing pressure on the tax base (matched with reducing capacity to collect development charges) are all considerations. In rural townships, these challenges are magnified. This report outlines some of the decision points that need to be made by Council in order to assist staff with delivering this project.

## ATTACHMENTS

Attachment 1 – Staff Presentation

## STRATEGIC PLAN 2019 – 2022

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

Yes                       No                       N/A

Which priority does this report support?

Modernization and Efficiency                       Partnerships  
 Municipal Infrastructure                       Alignment and Integration

<b>Prepared By:</b>	Matthew Aston, Director of Operations Farhad Hossain, Director of Finance	<i>Matthew Aston</i> <i>Farhad Hossain</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

# FINANCIAL INDICATOR REVIEW

(Based on 2021 Financial Information Return)

## Wellington North Tp

Date Prepared:	01-Nov-22	2021 Households:	4,795	Median Household Income:	63,712
MSO Office:	Western	2021 Population:	12,430	Taxable Residential Assessment as a	
Prepared By:	S. Fitzpatrick	2022 MFCI Index:	4.8	% of Total Taxable Assessment:	65.4%
Tier:	LT			Own Purpose Taxation:	8,034,536

## SUSTAINABILITY INDICATORS

Indicator	Ranges	Actuals	South - LT - Counties - Rural		Level of Risk	
			Median	Average		
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2017	8.0%	8.6%	9.8%	LOW
		2018	5.1%	7.6%	8.9%	LOW
		2019	4.7%	7.4%	8.4%	LOW
		2020	4.8%	7.2%	8.5%	LOW
		2021	4.1%	6.3%	7.2%	LOW
Net Financial Assets or Net Debt as % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2017	138.8%	47.2%	40.1%	LOW
		2018	152.5%	42.7%	41.6%	LOW
		2019	165.2%	45.7%	50.1%	LOW
		2020	149.0%	54.9%	57.4%	LOW
		2021	166.5%	58.3%	60.4%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2017	108.8%	61.9%	68.6%	LOW
		2018	127.5%	64.0%	71.5%	LOW
		2019	84.0%	73.3%	78.8%	LOW
		2020	99.5%	82.4%	87.4%	LOW
		2021	96.1%	83.8%	90.2%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 0.5:1 Mod: 0.5:1 to 0.25:1 High: < 0.25:1	2017	9.22:1	3.24:1	4.59:1	LOW
		2018	7.77:1	3.44:1	4.76:1	LOW
		2019	7.41:1	4.2:1	5.42:1	LOW
		2020	4.73:1	4.7:1	5.52:1	LOW
		2021	5.85:1	5.42:1	6.19:1	LOW

## FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2017	8.2%	2.7%	3.3%	MODERATE
		2018	8.4%	2.5%	3.1%	MODERATE
		2019	6.5%	2.6%	3.1%	MODERATE
		2020	8.0%	2.3%	3.2%	MODERATE
		2021	1.7%	2.2%	3.0%	LOW
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2017	54.2%	43.8%	45.5%	MODERATE
		2018	54.4%	43.7%	46.0%	MODERATE
		2019	55.5%	43.9%	46.2%	MODERATE
		2020	55.8%	44.8%	46.5%	MODERATE
		2021	54.5%	45.2%	46.9%	MODERATE
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2017	16.0%	11.4%	12.8%	LOW
		2018	26.9%	12.5%	13.9%	LOW
		2019	40.3%	18.7%	23.1%	LOW
		2020	20.6%	17.4%	17.2%	LOW
		2021	30.7%	16.6%	15.9%	LOW

\*\*\*\*\*  
 The data and information contained in this document is for informational purposes only. It is not an opinion about a municipality and is not intended to be used on its own - it should be used in conjunction with other financial information and resources available. It may be used, for example, to support a variety of strategic and policy discussions.  
 \*\*\*\*\*



(Based on 2021 Financial Information Return)

## Wellington North Tp

## NOTES

*Financial Information Returns ("FIRs") are a standard set of year-end reports submitted by municipalities to the Province which capture certain financial information. On an annual basis, Ministry staff prepare certain financial indicators for each municipality, based on the information contained in the FIRs. It is important to remember that these financial indicators provide a snapshot at a particular moment in time and should not be considered in isolation, but supported with other relevant information sources. In keeping with our Financial Information Return review process and follow-up, Ministry staff may routinely contact and discuss this information with municipal officials.*

**Supplementary Indicators of Sustainability and Flexibility**

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4.

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.  
A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

***Additional Notes on what Financial Indicators may indicate:***

**Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied** - Shows how much of the taxes billed are not collected.

**Net Financial Assets or Net Debt as % of Own Source Revenues** - Indicates how much property tax and user fee revenue is servicing debt.

**Reserves and Reserve Funds as a % of Municipal Expenses** - Indicates how much money is set aside for future needs and contingencies.

**Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)** - Indicates how much cash and liquid investments could be available to cover current obligations.

**Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)** - Indicates how much of each dollar raised in revenue is spent on paying down existing debt.

**Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)** - Indicates how much of the assets' life expectancy has been consumed.

**Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues** - Indicates the municipality's ability to cover its operational costs and have funds available for other purposes (e.g. reserves, debt repayment, etc.)

**The Northern and Rural Municipal Fiscal Circumstances Index (MFICI)** is used by the Ministry of Finance to calculate the "Northern and Rural Fiscal Circumstances Grant" aimed at northern as well as single and lower-tier rural municipalities. The index measures a municipality's fiscal circumstances. The MFICI is determined by six indicators: Weighted Assessment per Household, Median Household Income, Average Annual Change in Assessment (New Construction), Employment Rate, Ratio of Working Age to Dependent Population, and Per Cent of Population Above Low-Income Threshold. A lower MFICI corresponds to relatively positive fiscal circumstances, whereas a higher MFICI corresponds to more challenging fiscal circumstances. (Note: the MFICI index is only available for northern and rural municipalities)

# FINANCIAL INDICATOR REVIEW

(Based on 2021 Financial Information Return)

## Wellington North Tp

### CALCULATIONS

Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	$\text{SLC } 70\ 0699\ 01 / (\text{SLC } 26\ 9199\ 03 - \text{SLC } 72\ 2899\ 09)$
Net Financial Assets or Net Debt as % of Own Source Revenues	$\text{SLC } 70\ 9945\ 01 / (\text{SLC } 10\ 9910\ 01 - \text{SLC } 10\ 0699\ 01 - \text{SLC } 10\ 0899\ 01 - \text{SLC } 10\ 1098\ 01 - \text{SLC } 10\ 1099\ 01 - \text{SLC } 10\ 1811\ 01 - \text{SLC } 10\ 1812\ 01 - \text{SLC } 10\ 1813\ 01 - \text{SLC } 10\ 1814\ 01 - \text{SLC } 10\ 1830\ 01 - \text{SLC } 10\ 1831\ 01 - \text{SLC } 12\ 1850\ 04)$
Total Reserves and Reserve Funds as a % of Municipal Expenses	$(\text{SLC } 60\ 2099\ 02 + \text{SLC } 60\ 2099\ 03) / (\text{SLC } 40\ 9910\ 11 - \text{SLC } 12\ 9910\ 03 - \text{SLC } 12\ 9910\ 07)$
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	$\text{SLC } 70\ 0299\ 01 / (\text{SLC } 70\ 2099\ 01 + \text{SLC } 70\ 2299\ 01)$
Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	$(\text{SLC } 74\ 3099\ 01 + \text{SLC } 74\ 3099\ 02) / (\text{SLC } 10\ 9910\ 01 - \text{SLC } 10\ 1831\ 01)$
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	$\text{SLC } 51\ 9910\ 10 / \text{SLC } 51\ 9910\ 06$
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	$(\text{SLC } 10\ 2099\ 01 - \text{SLC } 10\ 1831\ 01) / (\text{SLC } 10\ 9910\ 01 - \text{SLC } 10\ 0699\ 01 - \text{SLC } 10\ 0899\ 01 - \text{SLC } 10\ 1098\ 01 - \text{SLC } 10\ 1099\ 01 - \text{SLC } 10\ 1811\ 01 - \text{SLC } 10\ 1812\ 01 - \text{SLC } 10\ 1813\ 01 - \text{SLC } 10\ 1814\ 01 - \text{SLC } 10\ 1830\ 01 - \text{SLC } 10\ 1831\ 01 - \text{SLC } 12\ 1850\ 04)$



# WELLINGTON NORTH

SEMPER PORRO

CAPITAL PROJECT SHEET				
Department:	Operations			
Project Name:	Arthur Wastewater Treatment Plant – Phase 2 Upgrade			
Asset Name:	Arthur Wastewater Treatment Plant	Import ID:		
Project Description	Project will upgrade the plant from being able to handle 1860 cubic metres per day to 2300 cubic meters per day.			
Project Justification	<p>Wastewater treatment can be a significant constraint to growth.</p> <p>Phase 2 ECA, approval from Ministry of Environment, expires in September 2024.</p> <p>Completes work of Environmental Assessment related to the Arthur Wastewater Treatment Plant.</p>			
PROJECT MATRIX				
Criteria	Low	Medium	High	Comments
Safety Issues, Risk Management		X		
Legislative Requirement		X		
Operational Saving, Short Payback		X		
Routine Replacement, Asset beyond lifecycle, Impact of delaying replacement	X			
Growth related			X	
Service enhancements			X	
<b>Total</b>				
CAPITAL PROJECT COSTING AND FUNDING				
Costs	2023	2024	2025	2026
Capital Purchases/Contractor/Material Land Purchase	\$8,300,000 2018 Dollars  12,450,000 2023 Estimate			
Sub-Contractor/Equipment Rental				
Consulting Fees				
Engineering/Survey Fees				
Geo Technical Fees				

Legal Fees				
Contingency				
Total Fees	\$12,450,000			
<b>Funding</b>				
Reserves				
Reserve Funds				
Taxation (Transfers to Capital)				
Gas Tax				
Ontario Community Infrastructure Fund				
Funding Application				
Donation				
User Fees				
Development Charge				
Other:				
Total Funding				
<b>Net Operating Cost</b>				
Estimated Completion Date: December 31, 2025				
Projected New Operating Costs per year:				
Previous Operating Costs:				
Submitted By: __M. Aston_____ Department Head: M. Aston				
Date Prepared: __Nov. 21/22_____ Reviewed by				
Treasurer:_____				

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 019-23

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

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

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

1. THAT Schedule 'A' Map 1 to By-law 66-01 is amended by changing the zoning on lands legally described as EOSR DIV 1 Pt Lot 21 RP 60R2426 Pt 1 as shown on Schedule "A" attached to and forming part of this By-law from **Hamlet Commercial (C5)** to **Site Specific Industrial (M1-115)**.
2. THAT Section 33, rural area exception zone, is hereby amended by adding the following new exceptions:

<p><b>33.115</b> EOSR DIV 1 Pt Lot 21 RP 60R2426 Pt 1</p>	<p><b>M1-115</b></p>	<p>a) <b><u>Permitted Uses</u></b> Notwithstanding any other provisions of the Zoning By-law to the contrary, the land zoned M1-115, shall only be used for a self storage facility.</p> <p>b) <b><u>Regulations</u></b></p> <ul style="list-style-type: none"> <li>• Notwithstanding any other provisions to the contrary, Section 6.3 BUFFER AREA shall apply and buffering shall be provided to any adjacent residential dwellings and road allowances.</li> </ul>
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3. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 66-01, as amended.

4. THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND THIRD TIME THIS 6TH DAY OF MARCH, 2023.**

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**ANDREW LENNOX, MAYOR**

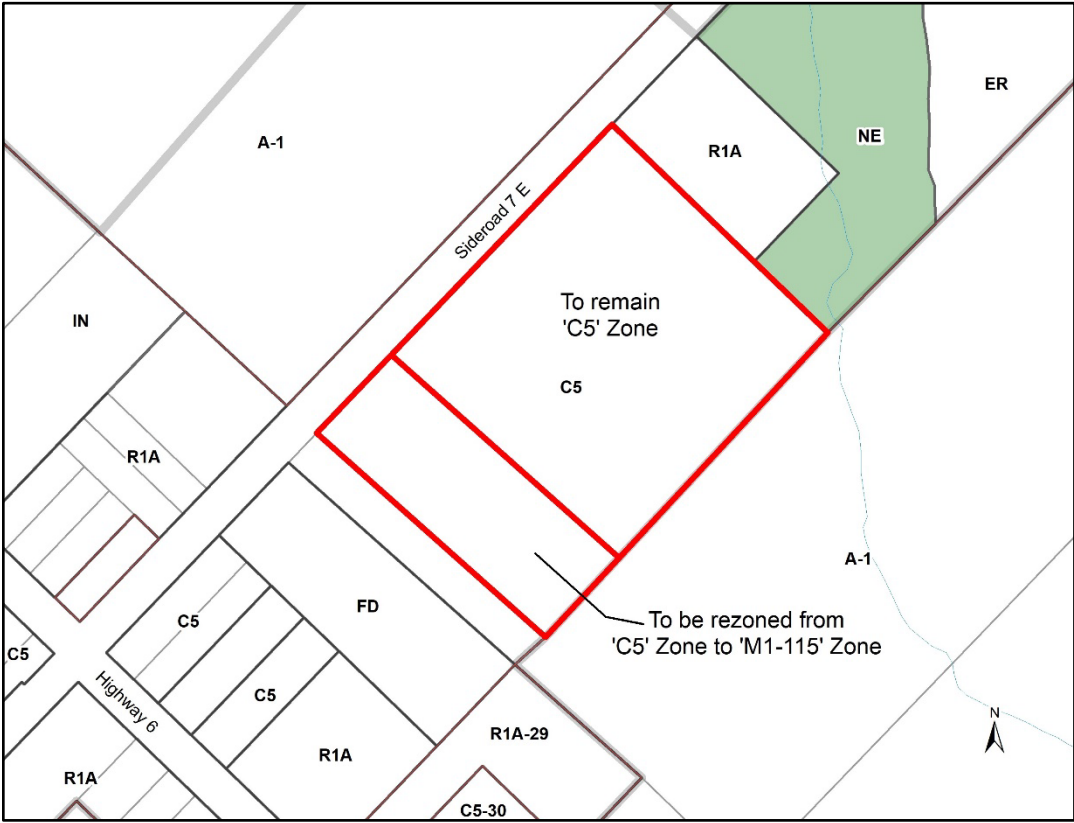
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**KARREN WALLACE, CLERK**

THE TOWNSHIP OF WELLINGTON NORTH

BY-LAW NO. 019-23

Schedule "A"



This is Schedule "A" to By-law 019-23

Passed this 6th day of March 2023

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

## **EXPLANATORY NOTE**

### **BY-LAW NUMBER 019-23**

#### **THE LOCATION OF THE SUBJECT LANDS**

The subject property is legally described as EOSR DIV 1 Pt Lot 21 RP 60R2426 Pt 1. The subject lands are 0.8 ha (1.97 ac) in size and are currently zoned Hamlet Commercial (C-5) zone.

**THE PURPOSE AND EFFECT** of the amendment is to rezone a portion of subject property approximately 0.8 ha (1.97 ac) from Hamlet Commercial (C5) to Site Specific Industrial (M1-115) to permit a self storage facility.



**DEPUTATION REQUEST FORM**

For all deputation requests, please complete this form and submit no later than 12:00 noon on the



**WELLINGTON NORTH**  
SEMPER PORRO

Tuesday preceding the 2:00pm Council Meeting, 12:00 noon on Wednesday preceding the 7:00pm Council Meeting, or five business days in advance of a Committee Meeting.

<b>Name of Deputation(s)</b>	<b>Renewal of lease for the Seniors' Hall, 244 Isabella St., Arthur ON</b>
<b>Attending as an Individual Representing a Group/Business/Organization</b>	
<b>Name of Group/Business/Organization:</b>	<b>Arthur Senior Citizens</b>

<b>Address:</b>	<b>244 Isabella St Arthur ON N0G 1A0</b>		
<b>Email:</b>			

<b>Meeting Type:</b>	<b>Recreation Committee</b>	<b>Meeting Date:</b>	<b>March 14, 2023</b>
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<b>SUBJECT MATTER:</b>	<b>Renewal of Building Lease</b>
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**Provide Description:** We received a voice mail message on Feb 2/23 saying there was no option to renew the lease. The Seniors Hall keeps the senior citizens active with all their activities. During the week, we play bridge, euchre, cribbage, bid euchre and shuffleboard. The AA rents the hall for its weekly meetings. The VON teaches exercises to seniors twice a week. People in the community rent the hall for funeral luncheons, showers, birthday parties, anniversary parties and Christmas, Easter & Thanksgiving family gatherings. This hall has been used for 63 years by the Seniors and we wish to continue our activities in it.

The AA want to continue the use of the hall as it is not obvious to the public and they can remain anonymous. One member told us that the Seniors Hall has kept him sober for eleven years.

**Recommendation/Request of Council:**

(What action would you like the Township of Wellington North to take with respect to your matter)

We are asking that special consideration be given to the Seniors of Arthur. We would certainly appreciate that the Twp renew our lease so the Seniors can continue to enjoy the hall. This is the only place where the Seniors can get together to engage in their activities and have fun. This is a large part of their social lives.

Email addresses provided are Eleanor Monaghan & Agnes Green

7490 Sideroad 7 W, PO Box 125, Kenilworth, ON, N0G 2E0 | Tel: 519.848.3620 | Fax: 519.848.3228  
wellington-north.com

Estimated Municipal Financial Impact:	CAPITAL \$	ANNUAL OPERATING \$
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Other Details: The Seniors feel they are being treated as second class citizens. In 1970, the Seniors were granted permission by the Arthur Council to turn the town hall into the Seniors Hall.

We are certainly appreciative of the township's contributions towards some of the building expenses.

We feel we have earned the privilege of the use of the Arthur Seniors' Hall.

DATE: FEB 25, 2023

Signatures: William Dennis Eleanor Monaghan  
 Bill Dennis Eleanor Monaghan

Joyce Culp Agnes Green  
 Joyce Culp Agnes Green

Please submit to:

Karren Wallace, Director Legislative Services/Clerk

7490 Sideroad 7 W PO Box 125, Kenilworth ON N0G 2E0

Email [kwallace@wellington-north.com](mailto:kwallace@wellington-north.com) | Phone 519-848-3620 Ext 4227 | Fax 519-848-3228

All deputation form requests and submissions and information therein will be circulated publicly on the Council or Committee Agenda. Electronic presentations not circulated via email in advance of the meeting cannot be presented on Wellington North electronic equipment via USB keys. A deputation is limited to a maximum of ten (10) minutes unless an extension of no more than a further five (5) minutes is approved by resolution of Council. The number of deputations will be limited to three (3) at any meeting of Council. Council or Committee, may in their discretion, refuse to hear any deputation.

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

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF REGULAR COUNCIL MEETING – FEBRUARY 21, 2023 AT 7:00 P.M.  
CLOSED SESSION TO FOLLOW OPEN SESSION  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH  
HYBRID MEETING IN PERSON AND VIA WEB CONFERENCING**

**Members Present:**

**Mayor: Andrew Lennox  
Councillors: Sherry Burke  
Lisa Hern  
Steve McCabe  
Penny Renken**

**Staff Present:**

**Chief Administrative Officer: Brooke Lambert  
Director of Legislative Services/Clerk: Karren Wallace  
Deputy Clerk: Catherine Conrad  
Economic Development Officer: Dale Small  
Human Resources Manager: Amy Tollefson  
Director of Finance: Farhad Hossain  
Director of Operations: Matthew Aston  
Recreation Services Manager: Tom Bowden  
Director of Fire Services: Chris Harrow  
Senior Planner: Matthieu Daoust**

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA**

RESOLUTION: 2023-050

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Agenda for the February 21, 2023 Regular Meeting of Council be accepted and passed.

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest disclosed.

**COUNTY COUNCIL UPDATE**

Campbell Cork, Ward 3 County Councillor

Councillor Cork provided an update on the new Arthur County Garage project. The design was approved for tender by the Roads Committee at their meeting on February 14<sup>th</sup>. And will be presented to County Council for approval at the February 23<sup>rd</sup> meeting. It is anticipated the work will starting in May and te completed May 2024. The budget is for just over \$7 million with six service bays, one wash bay, offices, storage, lunchroom, lockers, washrooms and showers.

There will salt and sand rectangle with concrete and the interior will be covered with two layers of inch thick plywood that will be separated by a membrane to prevent salt from getting to the steel siding.

The structure will use engineered wood beams. In case of fire the beams do not burn right through but char on the outside and smother out the fire to prevent further burning. The result is that much of the interior would still be structurally sound; as opposed to steel that will melt and sag during a fire.

There will be a large cistern below the building to catch rainwater to be used for non-potable uses. The building is designed to become a net zero energy user in the future. Its design includes readiness to accommodate solar panels. As it is, the building will be heated and cooled by geothermal heat pumps. Trees will be planted all around the circumference of the property. The garage will be situated so that the property will be able to accommodate an ambulance garage in the future if needed.

## **PRESENTATIONS**

1. Maitland Valley Conservation Authority, Phil Beard, General Manager Secretary Treasurer, and Ed Podniewicz, Municipal Representative
  - 2023 Draft Work Plan Budget and Levy

Mr. Podniewicz was unable to attend the meeting.

Mr. Beard provided an overview of the Conservation Authority's 2023 Draft Work Plan and Budget, vision, mission, priorities, 2023 mandatory projects, services and programs agreement, surplus infrastructure and property, forest health assessment, rural storm water management, 2023 draft budget drivers of increase, and 2023 budget and levy.

Mandatory projects for 2023 include watershed resource management strategy, conservation areas inventory/strategy, asset management plan: flood/erosion infrastructure, and ice management plan to be completed by January 1, 2024. The 2023 draft budget drivers of increase include increase in demand for services, infrastructure renovations, salaries and benefits changes, and increasing insurance costs.

MVCA's draft budget for 2023 is \$4,195,276, with a levy increase of \$89,777. The Township of Wellington North 2023 levy increase is \$2,243. with a total Wellington North 2023 levy of \$51,124.

## **RECESS TO MOVE INTO PUBLIC MEETING**

RESOLUTION: 2023-051

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North recess the February 21, 2023 Regular Meeting of Council for the purpose of holding a Public Meeting under the Planning Act:

- 2786713 Ontario Inc. (VED Homes), Zoning By-law Amendment 7:24

CARRIED

## **RESUME REGULAR MEETING OF COUNCIL**

RESOLUTION: 2023-052

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North resume the February 21, 2023 Regular Meeting of Council at 8:06.

CARRIED

#### **ADOPTION OF MINUTES OF COUNCIL AND PUBLIC MEETING**

1. Regular Meeting of Council, February 6, 2023

2. Public Meeting, February 6, 2023

RESOLUTION: 2023-053

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the minutes of the Regular Meeting of Council and the Public Meeting held on February 6, 2023 be adopted as circulated.

CARRIED

#### **BUSINESS ARISING FROM PREVIOUS MEETINGS OF COUNCIL**

##### **IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

1b, 1c, 2a, 2b, 2c, 4a

##### **ADOPTION OF ALL ITEMS NOT REQUIRING SEPARATE DISCUSSION**

RESOLUTION: 2023-056

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT all items listed under Items for Consideration on the February 21, 2023 Council agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Recreation, Parks and Leisure Committee meeting held on February 7, 2023.

THAT the Council of the Corporation of the Township of Wellington North approve, as recommended by the Recreation, Parks and Leisure Committee, the following changes to the Terms of Reference (TOR) for the Recreation, Parks and Leisure Committee:

- Meetings will be typically scheduled for 4pm of the first Tuesday of the month, except for January and August, or at the call of the Chair; and
- Meetings will be held in person or remotely.

AND FURTHER THAT Council direct staff to update the TOR accordingly.

THAT the Council of the Corporation of the Township of Wellington North receive the Vendor Cheque Register Report dated February 14, 2022.

THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Power Inc., Quarterly Newsletter, Quarter 4: October 1 to December 31, 2022.

CARRIED

**CONSIDERATION OF ITEMS FOR SEPARATE DISCUSSION AND ADOPTION**

RESOLUTION: 2023-057

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting held on February 7, 2023.

CARRIED

RESOLUTION: 2023-058

Moved: Councillor Renken

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North approve in principle, as recommended by the Mount Forest Aquatics Ad-Hoc Advisory Committee, the work plan proposed for the Mount Forest Outdoor Pool and Aquatics Centre presented in report OPS 2023-001;

Proposed Next Steps:

Winter 2023	Township Council reviews schematic design and probable cost estimate and provides further direction to Township staff
Winter/Spring 2023	Council decision point – “go or no go” (2023 capital budget)
Summer 2023	Architect completes design development and provides probable cost estimate to plus or minus ten percent
Fall 2023	Township Council reviews design development and probable cost estimate and provides further direction to Township staff
Winter 2024	Architect completes detailed design and specification for tendering
Winter 2024	Council decision point – “go or no go” (2024 capital budget)
Spring 2024	Tender
Spring / Summer 2024	Construction
Fall 2024	Completion of construction
Summer 2025	New Mount Forest Outdoor Pool and Aquatics Centre open for its inaugural season

CARRIED

RESOLUTION: 2023-059

Moved: Councillor Burke

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the minutes of the Mount Forest Business Improvement Area meeting held on February 14, 2023.

CARRIED

RESOLUTION: 2023-060

Moved: Councillor Renken

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2023-004 Rural Economic Development (RED) Grant application report EDO 2023-004;

AND FURTHER THAT Council supports the application being submitted in partnership with the Lynes Blacksmith Shop.

CARRIED

RESOLUTION: 2023-061

Moved: Councillor McCabe

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2023 – 006 on the Community Improvement Program,

AND FURTHER THAT Council approves a Façade Improvement Grant of up to \$ 1,300.00 to Blonde Design Co. at 121 Main Street North in Mount Forest,

AND FURTHER THAT Council approves the Tax Increment Equivalent for Rehabilitation and Redevelopment (TIERR) Grant application from All Treat Farms in support of the upcoming expansion at 7963 Wellington Road 109 in Arthur.

CARRIED

RESOLUTION: 2023-062

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2023-007 being an update on Saugeen Connects International Women's Day and Advancing Women Economically Webinar series.

AND FURTHER THAT the Council of the Corporation of the Township of Wellington North supports the 2023 Saugeen Connects Strategic Plan and areas of focus.

CARRIED

RESOLUTION: 2023-063

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive Report OPS 2023-008 being a report on the proposed Mount Forest Outdoor Pool and Aquatics Centre;

AND FURTHER THAT Council direct staff to bring this project back to Council for consideration and decision as part of the 2023 budget discussion,



AND FURTHER THAT Council endorses the staff recommendation that debt is not a viable primary funding option for the pool.  
CARRIED

### **NOTICE OF MOTION**

No notice of motion tabled.

### **COMMUNITY GROUP MEETING PROGRAM REPORT**

Councillor Renken (Ward 1):

- Wellington North Cultural Roundtable met last week and are trying to get the goals set out in the cultural plan moving forward. It was the first meeting with new Chairperson Bonny McDougall.

Councillor Hern (Ward 3):

- Arthur BIA discussed plans for this year and potential art projects. Some of the garbage cans are being replaced under warranty for more user-friendly garbage cans.
- Mount Forest Chamber discussed their guide book and perhaps making more of it online.
- Arthur Chamber has conversation parts all over town.
- Arthur Chamber and BIA have had discussions regarding the Optimist Club July 1<sup>st</sup> celebrations.
- Grand River Conservation Authority meeting this Friday.

Councillor McCabe (Ward 4):

- Attended a Community Garden meeting two weeks ago.
- Saugeen Valley Conservation Authority meeting held last week.
- Attended his first ROMA meeting on February 17<sup>th</sup> in Toronto.

### **BY-LAWS**

- a. By-law Number 013-23 being a by-law to authorize the sale of real property, Pt Lt 13 Con WOSR Division 1 & 2 Arthur Twp, Pt 12, 61R8621; Wellington North; T/W DN22899, RO666049, RO723376, RO724277
- b. By-law Number 014-23 being a by-law to amend By-law 013-20 being a Procedure Bylaw for governing the calling, place and proceedings of meetings of the Recreation, Parks and Leisure Committee of Council for Wellington North
- c. By-law Number 015-23 being a by-law to amend By-law 014-20 being a by-law to authorize the execution of an agreement between the Corporation of the Township of Southgate and the Corporation of the Township of Wellington North

RESOLUTION: 2023-064

Moved: Councillor McCabe

Seconded: Councillor Burke

THAT By-law Number 013-23, 014-23, and 015-23 be read a First, Second and Third time and enacted.

CARRIED

### **CULTURAL MOMENT**

- Celebrating Anita Stewart

On her shoulders is an exhibit on display at the Mount Forest Museum & Archives that showcases some of the unique women in the history of Mount Forest. Today's cultural moment celebrates Anita Stewart; 1947 - 2020.

Anita Stewart was a hero, not because of one single heroic act, but because of a lifetime of devotion and courage towards her passion; to shed a spotlight on Canadian cuisine. When most Canadians were building a nation through politics, sport or education, Anita knew that food had to be at the heart of every home, every region and every country. Through her thoughtful activism and her patient disruptions to the norm, Anita changed the food industry in Canada and how Canadians eat.

In 1959, at twelve years of age, Anita moved to Mount Forest with her mother Anne. Anita's father Cliff had died a few years before, and Anne needed to find a new life for herself and her daughter. In her mother's kitchen during those lean years, Anita discovered how to cook simply, cheaply but also deliciously. Her active high school years in Mount Forest unveil the dynamo to come. Anita went on to finish her BA in Child Psychology, her MA in Gastronomy from Australia and raise four sons, all of whom work in the Canadian food scene.

As a prolific cookbook author, Anita's writing educated the world about what we grow, forage, fish and raise. She went even further by connecting and nourishing the people who contribute to the food industry through agriculture, tourism, fishing, and of course the chefs. She travelled from sea to sea to sea by dogsled and boat to discover the diversity and beauty of Canadian cuisine.

Anita's efforts were rewarded by being the first Food Laureate at the University of Guelph, by becoming a Member of the Order of Canada in 2012, and most recently by the successful adoption of her vision for a National Canada Food Day. This bill, sponsored by MP John Nater and passed unanimously in 2022, formally establishes Food Day in Canada on the Saturday before the first Monday in August.

Our local hero Anita died before knowing that her vision was complete, and she is buried in Mount Forest beside her hero, her mother Anne.

Submitted by all the volunteers at the Mount Forest Museum & Archives who mounted the exhibit "On Her Shoulders: Unique Women in the History of Mount Forest.

### **CLOSED MEETING SESSION**

The meeting is closed pursuant to Section 239 (2) of the Municipal Act, 2001, specifically:

- (b) personal matters about an identifiable individual, including municipal or local board employees;

RESOLUTION: 2023-065

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North go into a meeting at 9:02 p.m. that is closed to the public under subsection 239 (2) of the Municipal Act, 2001, specifically:

- (b) personal matters about an identifiable individual, including municipal or local board employees;

CARRIED

#### 1. REPORTS

- a) Report EDO 2023-005 Senior of the Year Nominees
- b) Report HR 2023-02 Wellington North Proposed New Positions and Organizational Restructure

#### 2. REVIEW OF CLOSED SESSION MINUTES

- February 6, 2023

#### 3. RISE AND REPORT FROM CLOSED MEETING SESSION

RESOLUTION: 2023-066

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North rise from a closed meeting session at 9:48 p.m.

CARRIED

RESOLUTION: 2023-067

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North receive Report EDO 2023-005 Senior of the Year Nominees;

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2023-068

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Council of the Corporation of the Township of Wellington North receive Report HR 2023-02 Wellington North Proposed New Positions and Organizational Restructure;

AND FURTHER THAT Council approve the confidential direction to staff.

CARRIED

RESOLUTION: 2023-069

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of the February 6, 2023 Council Meeting

CARRIED

**CONFIRMING BY-LAW**

RESOLUTION: 2023-070

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT By-law Number 016-23 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on February 21, 2023 be read a First, Second and Third time and enacted.

CARRIED

**ADJOURNMENT**

RESOLUTION: 2023-071

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Regular Council meeting of February 21, 2023 be adjourned at 9:49 p.m.

CARRIED

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**MAYOR**

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**CLERK**



# Wellington NORTH

**Mount Forest Outdoor Pool and Aquatics Centre**  
GO/NO GO Feb. 21, 2023



# Workplan – Approved January 16, 2023

- Report OPS 2023-001 Outlined revised schematic design, estimate (\$5.3 million) and workplan
- Several GO/NO GO Decision Points identified
- To date \$576,000 has been approved for design process - \$75,000 spent to date
- Staff have are recommending Council make the first GO/NO GO decision as part of the 2023 Budget Process

# Council Consideration

- This is a difficult decision – How to balance the desire and needs of the community with fiscal responsibility and sustainability
- Step 1
  - a) Determining the upset limit of Township (Tax Funded Contribution) given other capital funding priorities over the next 10 Years
  - b) Establishing a “Fundraising Target” that includes all community contributions as well as potential funding from other levels of government (grants)
  - c) Agreement that the workplan timing and will be contingent upon successful financial milestones

# 10 Year Capital Forecast

- Based on the Asset Management Plan there is an approximate Cumulative Capital Budget requirement of **\$ 195 Million** over the next 10 years
- Several large projects anticipated:
  - Arthur Water Tower, Water Supply, Wastewater Plant Upgrade, Operations Centre, Arena Upgrades
  - Mount Forest Water Tower, Wastewater Plant Upgrade, Operations Centre, Fire Hall, Arena Upgrades, Pool
- Avg spending requests of \$18 Million per year – Actual capacity for capital expenditures is approximately \$10 Million per year.
  - That means we are “underspending” approximately 8 million per year (Infrastructure Gap)



# GO/NO GO – Funding Options

- What is the appropriate balance of township/community contributions?
- 3 Options – For Discussion Purposes

<b>Funding Options</b>	<b>Option -1</b>	<b>Option -2</b>	<b>Option -3</b>
Fundraising target (Trigger point)	250,000	1,000,000	2,500,000
<b>Taxpayer contribution</b>	<b>5,050,000</b>	<b>4,300,000</b>	<b>2,800,000</b>
Total cost of the pool	5,300,000	5,300,000	5,300,000
Household in the Township	4,795	4,795	4,795
Tax (cost) per household	1,053	897	584
Typical tax bill per household	3,400	3,400	3,400
Taxpayer contribution - 1 Year Plan	1,053	897	584
Taxpayer contribution - 2 Year Plan	527	448	292
Taxpayer contribution - 3 Year Plan	351	299	195
<b>Taxpayer contribution - 4 Year Plan</b>	<b>263</b>	<b>224</b>	<b>146</b>
Taxpayer contribution - 4 Year Plan % of tax levy	7.74%	6.59%	4.29%

# Part A (Township Upset Limit) - Considerations

- What can the Township afford to contribute to the Pool?
  - This contribution will be tax funded.
  - Staff are recommending a special levy be included in the 2023 Budget. This could be spread out over 1 – 4 years.
  - Special levies have been used in the past. A \$250,000 Township Contribution to the Hospital, required a special levy of \$14.88 (.44%) over 4 years.
  - Assuming debt is not recommended at this time.
    - Total debt capacity \$16.1 million
    - Existing debt amount \$5.5 million
    - Unused capacity \$10.6 million

# Part B (Fundraising Upset) - Considerations

- What can the Community Fundraise?
  - Effective fundraising require a target and a focus. A broader Campaign is recommended to expand efforts.
  - Staff are not able to support largescale fundraising efforts. Needs to be community driven.
  - The larger the target the more support required – may want to hire external resources. Also may want to consider the structure of the fundraising committee.
  - The larger the target the more time it will take to achieve the goal (potentially). This will impact the work plan and timing of future phases.

# Part C (Contingent Workplan) - Considerations

- Approval of a Contingent Workplan?
  - Project Tender (Phase 5 of workplan) will only be initiated once certain funding milestones are achieved.
    - Approved finance strategy
    - Fundraising target has been achieved/including grant funding (if successful)
  - Flexible project schedule, including additional “GO/NO GO” decisions along the way
  - Continued review of 10 year Capital Forecast and review of priorities

# Next Steps

- This information has been shared with Council to provide additional background and context for the upcoming Budget Deliberations
- As part of the Budget, a clear direction around the Townships' financial contribution and fundraising target are required for staff to move forward
- Once direction has been received, staff can build out the implementation workplan and provide recommendations to address proposed financing and fundraising strategies

# Questions?

Matt Aston – Ext. 4250

Director of Operations

Farhad Hossain – Ext. 4232

Treasurer/Director of Finance

Brooke Lambert – Ext. 4225

Chief Administrative Officer

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
PUBLIC MEETING MINUTES – FEBRUARY 21, 2023 @ 7:00 P.M.  
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

**Members Present:**

**Mayor: Andrew Lennox**  
**Councillors: Sherry Burke**  
**Lisa Hern**  
**Steve McCabe**  
**Penny Renken**

**Staff Present:**

**Chief Administrative Officer: Brooke Lambert**  
**Director of Legislative Services/Clerk: Karren Wallace**  
**Deputy Clerk: Catherine Conrad**  
**Economic Development Officer: Dale Small**  
**Human Resources Manager: Amy Tollefson**  
**Director of Finance: Farhad Hossain**  
**Director of Operations: Matthew Aston**  
**Recreation Services Manager: Tom Bowden**  
**Director of Fire Services: Chris Harrow**  
**Senior Planner: Matthieu Daoust**

**CALLING TO ORDER - Mayor Lennox**

Mayor Lennox called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest disclosed.

**OWNERS/APPLICANT**

2786713 Ontario Inc. operating as VED Homes

**LOCATION OF THE SUBJECT LAND**

The land subject to the proposed zoning amendment and Draft Plan of Subdivision is legally described as Part Park Lot 3, South of Domville St. The subject property has a total area of 0.984 ha (2.43 ac).

**PURPOSE AND EFFECT OF THE APPLICATION**

The purpose and effect of the proposed Zoning By-law amendment will rezone the lands from Residential (R1C) Zone to Site Specific Holding Residential (H) R3-35 and Site Specific Holding Residential (H) R3-36. The amendment is required in order to facilitate the proposed Draft Plan of Subdivision (23T-22006).

**NOTICE**

Notices were mailed to property owners within 120 m of the subject property as well as the applicable agencies and posted on the subject property on January 20, 2023.

## PRESENTATIONS

Matthieu Daoust, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated February 21, 2023

### Planning Opinion

The purpose of this zoning amendment is to rezone the subject lands from Residential (R1C) zone to Holding Site Specific Residential (H)R3-35, (H)R3-36 and (H)R3-37 to facilitate the proposed development of 15 street townhouses and 20 cluster townhouse units.

A draft plan of subdivision (23T-22006) has been filed with the County of Wellington. The draft plan of subdivision proposed to create four blocks for the proposed townhouse development.

The purpose of this report is to provide the Township with an overview of the proposed zone amendment application and facilitate the public meeting. Further, this statutory public meeting will provide the opportunity for the community and area residents to ask questions and seek more information from the applicant. It will also provide an opportunity for the applicant to address some of the concerns that have been raised through the notification process.

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final report and By-law for Councils consideration.

### INTRODUCTION

The property subject to the proposed amendment is described as Part Park Lot 3, South of Domville St, Geographic Town of Arthur. The subject property is 0.984 ha (2.43 ac) in size and is currently vacant.

### PROPOSAL

The purpose of this zoning amendment is to rezone the subject lands from Residential (R1C) zone to Holding Site Specific Residential (H)R3-35, (H)R3-36 and (H)R3-37 to facilitate the development of 15 street townhouses and 20 cluster townhouse units. The proposed development will include the extension/construction of Adelaide Street.

### DRAFT PLAN OF SUBDIVISION

A draft plan of subdivision was filed with the County of Wellington (23T-22006). The applicant is proposing 15 street townhouses and 20 cluster townhouse units. The draft plan of subdivision proposed to create four blocks for the proposed townhouse development with a private street. The proposed development will include the extension/construction of Adelaide Street. As a result of recent legislative changes, namely Bill 23, Subdivisions no longer require a public meeting.

### SUPPORTING STUDIES

The applicant has completed the following technical reports and studies in support of the proposed applications:

- A Planning Justification Report prepared by Patterson Planning Consultants
- A Functional Servicing Report prepared by K. Smart Associates
- A Scoped Hydrogeological Assessment prepared by Chung & Vander Doelen
- A Traffic Impact Study prepared by R.V Anderson Associates
- A Geotechnical Investigation prepared by Chung & Vander Doelen
- An Archaeological Report prepared by Lincoln Environmental Consulting
- A Phase 1 Environmental Site Assessment Report prepared by Chung & Vander Doelen
- A Stormwater Management Report prepared by K. Smart Associates



Please consult <https://www.wellington.ca/en/resident-services/pl-2786713-ontario-inc-ved-homes.aspx> for access to the aforementioned studies and reports.

#### PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located within the settlement area of Arthur. Section 1.1.3.1 of the PPS states that “settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted.” Settlement areas are encouraged to include a mix of densities and land uses.

#### A PLACE TO GROW

The Growth Plan for the Greater Golden Horseshoe, 2020, came into effect on August 28, 2020.

The Provincial Growth Plan directs the majority of growth to settlement areas as a better use of land and infrastructure while prioritizing intensification in strategic growth areas, including urban growth centres, major transit station areas, brownfield sites and greyfields. The vast majority of growth will be directed to settlement areas that have a delineated built boundary.

Section 2.2.1.4 of the Plan seeks to achieve a complete community including a diverse mix of lands uses and provide for a more compact built form and vibrant public realm.

Section 2.2.2 establishes growth targets for development within delineated built-up areas. The proposed subdivision is located within a built boundary per the Official Plan which states that a minimum of 20% of new housing must be within the built-up area.

#### WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated RESIDENTIAL in the Urban Centre of Arthur. The property is located within the defined “built boundary”.

#### Intensification

The policies of Section 3 of the Official Plan outline the general strategies for guiding growth within the County. Section 3.3 sets out objectives for growth and encourages growth in urban areas. It further seeks to identify and promote opportunities for growth in the built up areas of urban centres through intensification and redevelopment where this can be accommodated, taking into account small town scale and historic streetscapes.

Section 3.3.1 identifies targets and states “by the year 2015 and for each year thereafter, a minimum of 20 percent of all residential development occurring annually will be within the built-up area”. This application is located within the build boundary and will continue to support this target.

#### Urban Centres

Section 7.5.1 of the County Official Plan provides details on land use compatibility in Urban Centres “Urban Centres are expected to provide a full range of land use opportunities. Residential uses of various types and densities, commercial, industrial and institutional uses as well as parks and open space uses will be permitted where compatible and where services are available.”.

#### Residential Designation

The policies of Section 8.3.2 of the Official Plan sets out a number of objectives for residential development including, b) “to provide a variety of dwelling types to satisfy a broad range of residential requirements, e) to ensure that an adequate level of municipal services will be available to all residential areas”, and g) to encourage intensification, development proposals provided they maintain the stability and character of existing neighborhoods.

The policies of Section 8.3.11 of the Official Plan encourage development of “vacant or under-utilized properties for residential uses which are compatible with surrounding uses in terms of dwelling type, building form, site coverage and setbacks”.

#### WELLINGTON NORTH COMMUNITY GROWTH PLAN (WNCGP)

The Community Growth Plan was completed in February 2018 for the Township by GSP Group to establish a strategic vision for development. The Plan builds on and promotes a continued and strengthened community partnership, and the Township’s leadership role in engaging and working with the community, public and private partners, stakeholders and investors, to shape the future of Wellington North.

The Plan was shaped by a Steering Committee comprised of residents, stakeholders, Township Council and County Planning staff. Beyond that community workshops, focus groups and online surveys were conducted in September 2017.

Through these efforts the following relevant Growth Management Goals have been identified:

- To direct and focus development to the urban areas of Arthur and Mount Forest as the primary centres and complete communities with a mix of land uses, housing, jobs and services.
- To plan and promote orderly, compact development within the urban areas, based on phasing to align with planning for infrastructure, transportation, facilities and services.
- Intensification Goals – To encourage intensification generally to achieve the desired urban structure.
- To protect prime agricultural land and rural resources for farming and rural economic development.

Available residential lands are generally sufficient to address future needs based on the population and housing growth forecasts; however, potential additional intensification, integration of a greater housing mix on available residential lands, and the positioning of greenfield development opportunities in opportune locations would optimize the land supply towards achieving the current and future targets.

In line with provincial direction for intensification at the time, the WNCGP proposed three intensification targets. The Plan identifies a recommended intensification target of 30-40% between 2022 to 2041 within Arthur and Mount Forest.

Planning Staff note the subject lands are located within Stage 1 of the WNCGP Development Stages mapping for Arthur and will contribute to the proposed intensification targets outlined above. Stage 1 is identified as the first priority area for development in Arthur.

#### WELLINGTON NORTH ZONING BY-LAW

The subject lands are zoned Residential (R1C). The applicant is seeking to rezone to Holding Site Specific Residential (H)R3-35, (H)R3-36 and (H)R3-37 to facilitate the proposed Draft Plan of Subdivision (23T-22006). The development is proposed to include 15 street townhouses and 20 cluster townhouse units.

This amendment is seeking zoning relief to permit reductions in frontage, lot area and setbacks. The proposed zoning and associated site specific criteria is provided below:

Zone		Required	Proposed
(H)R3-35	<b>R3 Zoning Provisions – Street Townhouse:</b> LOT AREA, Minimum LOT FRONTAGE, Minimum	232 m <sup>2</sup> (2,497 ft <sup>2</sup> ) 6.5 m (21.3 ft)	227.2 m <sup>2</sup> (2,445 ft <sup>2</sup> ) 5.79 m (19 ft)
(H)R3-36	<b>R3 Zoning Provisions – Cluster Townhouse:</b> LOT AREA, Minimum (for this development) FRONT YARD, Minimum REAR YARD, Minimum	5,630.3 m <sup>2</sup> (60,604 ft <sup>2</sup> ) 6 m (19.7 ft) 7.6 m (24.9 ft)	4,983.3 m <sup>2</sup> (53,639.8 ft <sup>2</sup> ) 4.5 m (14.7 ft) 6 m (19.7 ft) (to side of dwelling)
(H)R3-37	<b>R3 Zoning Provisions - Street Townhouse:</b> LOT AREA, Minimum LOT FRONTAGE, Minimum FRONT YARD, Minimum REAR YARD, Minimum	232 m <sup>2</sup> (2,497.3 ft <sup>2</sup> ) 6.5 m (21.3 ft) 6 m (19.7 ft) 7.6 m (24.9 ft)	161.7 m <sup>2</sup> (1,740.5 ft <sup>2</sup> ) 5.79 m (19 ft) 3.7 m (12.1 ft) (to porch) 7.5 m (24.6 ft)

## PLANNING DISCUSSION

### Medium Density Development - Compatibility

Section 8.3.5 of the County Official Plan identifies that medium density development such as townhouses may be allowed in areas designated RESIDENTIAL subject to the requirements of the zoning by-law and further provided that the following criteria are satisfactorily met:

Policy Requirement:	Response:
a) Development should not exceed 35 units per hectare (14 units per acre) for townhouses	The proposed townhouse development is to be built with a total of 35.6 units on a 0.984 ha (2.43 ac) (14.4 units per ac).  The proposed density is consistent with the Official Plan policies for medium density. The maximum density as stated in the County Official Plan is 35 units per hectare (14 units per acre) identified for townhouses.
b) The design is compatible with existing or future development on adjacent properties	Adjacent land uses include residential and institutional uses along Conestoga St N. The surrounding properties include low low/medium density residential. Planning Staff will be requesting an updated preliminary site plan following the public meeting which shows and addresses buffering, fencing and snow storage.
c) The site has a suitable size and shape to accommodate the development and required infrastructure	The subject lands are 0.984 ha (2.43 ac) in size which is suitable in size and shape for a townhouse development.
d) Adequate services are available	The subject lands are proposed to be rezoned (H)R3-35, (H)R3-36 and (H)R3-37. The holding provisions are put in place on the subject lands until confirmation of allocation of services to the development. The applicant will be required to apply for servicing capacity through the Township's sewage allocation policy. Until allocation is confirmed the Holding symbol will remain on the subject lands.
e) In the built boundary, medium density townhouses are encouraged to locate on major roadways and arterial roads	The property is located on Conestoga St N in Arthur. Although Conestoga St N is not considered an arterial road, it does have direct access to Smith St/Highway 6.  A Traffic Impact Study was submitted by the applicant which indicated "the existing surrounding road

	network has ample capacity to accommodate the future site generated traffic. There are no recommendations to improve the operational performance.” This report will be reviewed by Township Staff and Township Engineer.
f) Appropriate zoning is provided	The property is proposed to be zoned Holding Site Specific Residential (H)R3-35, (H)R3-36 and (H)R3-37 to facilitate the proposed Draft Plan of Subdivision (23T-22006). The R3 zoning provides standards for cluster and street townhouses. Site specific standards have been proposed and are being reviewed by Planning Staff.

### Traffic Impact Study

A Traffic Impact Study has been prepared in support of the application prepared by R.V Anderson Associates dated May 30th, 2022.

The study focused on the intersections of Smith St. and Frederick St., Smith St. and Conestoga St., and Smith St. and Preston St. A Traffic Impact Study was submitted by the applicant which indicated “the existing surrounding road network has ample capacity to accommodate the future site generated traffic. There are no recommendations to improve the operational performance.” This report will be reviewed by Township Staff and Township Engineer.

According to the Traffic Study, the proposed development is expected to generate approximately 151 two way trips in the a.m. peak hour (busiest hour in the morning, during the week) and 196 two way trips in the p.m. peak hour (busiest hour in the afternoon, during the week). The study identified that Preston St. should be paved and a sidewalk should be constructed on the east side of the street. The report concluded that the proposed development can be supported from a transportation perspective with the implementation of the noted recommendations. The Traffic Impact Study is being reviewed by the Township Staff and Engineer.

### Stormwater Management

A Functional Servicing Report prepared by K. Smart Associates and Stormwater Management Report prepared by K. Smart Associates dated November 2nd, 2022 have been submitted in support of the application.

The post development runoff from the entire site will be directed to Catchet Development located west of the subject lands as well as utilizing 60 underground chambers to control flows on the VED Homes site. The report summarizes that site peak flows will be improved from pre-developments conditions to post development. Further, its anticipated that the proposed development will not result in an increase in peak discharge rates to the storm sewer system of Catchet Development. Township Staff and the Township Engineer are reviewing the Functional Servicing Report.

A final detailed design will be required which will be reviewed by the Township Engineer and the GRCA prior to final approval and construction of the subdivision.

### Site Plan Approval

The proposed townhouse development will be subject to Site Plan Review by the Township. Final Site design, grading, servicing, stormwater management, buffering, parking, fencing etc. matters are reviewed as part of the site plan review.

## NEXT STEPS

Following the public meeting, Planning Staff will consider any comments that are received and will prepare a final recommendation report including a recommendation on the draft plan of subdivision, conditions of draft approval and a draft zoning by-law amendment for Council's consideration.

Scott Patterson, Principal, Patterson Planning Consultants Inc.

- Presentation of Proposed Development

Mr. Patterson reviewed the project description, current conditions, proposal, proposed zoning for street townhouses and cluster townhouses, and materials submitted with the application.

The 0.9848 ha (2.43ac) property is vacant and located immediately east of the Cachet development. A Draft Plan of Subdivision Application has been filed with the County of Wellington to divide the property into four blocks for residential land use, and recognize the completion of Adelaide Street from the Cachet project through to Conestoga Street North.

A Zoning By-law Amendment application was filed to change the zoning of the lands from R1C to site specific versions of the R3 zoning. A total of 35 units are proposed in the form of 15 street fronting townhouses and 20 cluster townhouses. All townhouses are proposed to be two storey.

Materials submitted with the subdivision application included an archaeological study, functional servicing report, stormwater management report, civil engineering plans, geotechnical investigation, scoped hydrogeological assessment, phase 1 environmental site assessment and traffic impact study.

## CORRESPONDENCE FOR COUNCIL'S REVIEW

Mike Linseman

- Email dated February 11, 2023 (Objection)
- Email dated February 17, 2023 (additional concerns of increased traffic and noise pollution)

Tracey Swift

- Email dated February 20, 2023 (Concerns)

## REQUEST FOR NOTICE OF DECISION

The by-law will be considered at a future council meeting. Persons wishing notice of the passing of the by-law must submit a written request.

## MAYOR OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

George and Lynda White registered to speak at the meeting but were not present.

Tracey Swift, 303 Domville expressed her concerns, and those of her neighbour at 305 Domville, of ponding on their properties. They have done work to mitigate water from the rear of the properties from entering their homes and are concerned that if approved the retaining wall may cause more ponding. Mr. Patterson stated that they have received the comments regarding these concerns and made the engineer aware of the issues.

## COMMENTS/QUESTIONS FROM COUNCIL

Councillor Renken inquired what will go into the buffer area. Matthieu Daoust, Senior Planner, explained that a buffer strip 1.5m high is required around the whole property and

can be fencing or trees. Mr. Patterson stated that it will be dealt with through the Site Plan Approval and that fencing is being proposed.

Councillor Renken asked what the common amenity area is. Mr. Daoust explained that a common amenity area is a standard requirement in the R3 zone when anyone builds any kind of apartment or cluster townhouse development. It is flexible in the form it can take, whether it be a park, parkette, or a grassed area with landscaping and benches. It's based on the unit breakdown in terms of how much area is required. The proposed area meets the requirements and details will be ironed out in the site plan. Councillor Renken inquired if it is possible if could be an area for children to play. Mr. Patterson stated that it is shown as a rectangle right now and nothing has been included, but will be dealt with at site plan approval process. It is part of the cluster townhouse block so it will be part of the condominium. That area will be subject to a condominium approval and won't be a public park. It will be owned and maintained by the condominium corporation, and typically will only be available to the 20 townhouse unit residents. Access for the other townhouse blocks, or the public, would be up to the condo block and how they restrict or allow access. It would be under private ownership.

Councillor McCabe asked who VED is. Mr. Patterson stated that they are a group of five partners in the project who pooled their resources and bought the land and are looking forward to taking this through the process and getting approvals. An individual appearing as VED, who identified as Harry, introduced himself as a structural engineer and one of the partners. He stated that they are planning a versatile development.

Councillor McCabe inquired if the reduction from 232 to 161 in Block 3 was to make room for more housing. Mr. Patterson explained that it was the result of putting all the pieces together and ending up with that block size.

Councillor McCabe asked what the square footage of the townhomes and condominiums will be, what the pricing will be for the townhouses and condos, and if the driveways for the townhouses will be one lane. Mr. Patterson stated that the square footage will be 1,300 to 1,400 sq. ft. VED commented that they will follow the affordable housing plan and pricing will be dependant on the market. Mr. Patterson confirmed that the driveways will be one lane.

Mayor Lennox expressed concern with Block 3 regarding snow storage on the properties with minimal front yards and the reduction of rear yards. He asked if consideration could be given to a smaller number of differently configured units to give more front and rear yard. Mr. Patterson explained that it is a design consideration and he prefers to give more space in the rear yards. He will work with staff to give consideration to a smaller rear yard set back for Block 3. Mayor Lennox asked for consideration to where snow will melt to and stated that this design may work in an area with less snowfall but may not work here.

## **ADJOURNMENT**

RESOLUTION: 002-2023

Moved: Councillor Burke

Seconded: Councillor McCabe

THAT the Public Meeting of February 21, 2023 be adjourned at 8:05 pm.

CARRIED

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**MAYOR**

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**CLERK**

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MINUTES OF SPECIAL COUNCIL MEETING – FEBRUARY 27, 2023 AT 2:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH  
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING**

**Members Present:** Mayor: Andrew Lennox  
Councillors: Lisa Hern  
Penny Renken

**Member Absent:** Councillor: Sherry Burke  
Steve McCabe

**Staff Present:**

Chief Administrative Officer: Brooke Lambert  
Director of Legislative Services/Clerk: Karren Wallace  
Deputy Clerk: Catherine Conrad  
Economic Development Officer: Dale Small  
Human Resources Manager: Amy Tollefson  
Director of Finance: Farhad Hossain  
Deputy Treasurer: Mary Jo Marshall  
Payroll Administrator: Laura Rooney  
Director of Operations: Matthew Aston  
Manager of Transportation Services: Dale Clark  
Development Technologist: Tammy Stevenson  
Manager of Environment and Development Services: Corey Schmidt  
Recreation Services Manager: Tom Bowden  
Director of Fire Services: Chris Harrow

**CALLING TO ORDER**

Mayor Lennox called the meeting to order.

**ADOPTION OF THE AGENDA**

RESOLUTION: 2023-072

Moved: Councillor Hern

Seconded: Councillor Renken

THAT the Agenda for the February 27, 2023 Special Meeting of Council be accepted and passed.

CARRIED

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest declared.

**ITEMS FOR CONSIDERATION**

## 1. FINANCE

## a. 2023 Budget Presentation

RESOLUTION: 2023-073

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Council of the Corporation of the Township of Wellington North receive the 2023 Budget Presentation.

CARRIED

Farhad Hossain, Director of Finance/Treasurer, provided the 2023 Budget presentation.

The 2023 Budget Introduction included the primary purpose of the budget and listed the financial statements that divide the services of the municipality into segments. Mr. Hossain outlined the budget process and guidelines, and growth vs. reassessment.

A review of the operating budget summary analysis by segment included general government, protection services, transportation services, health services, recreation and cultural services, and planning and development. Inter-functional transfers remain the same as in 2022. The levy amount could be modified by changing the tax levy transfers. Preliminary net transfers for reserves and reserve funds were reviewed. Draft budget modeling and the 2023 tax implications of the base case was compared with new staffing. In 2022 the distribution of tax dollars included 37.6% for municipal, 50.3% for County and 12.1% for education.

The 2023 capital budget presentation included the MMAH Report on Debt and Asset Consumption, infrastructure gap – Asset Management Plan, 10 year capital forecast, draft 2023 capital program, draft capital program trend, and Reserve and Reserve Funds balances as of November 2022.

Council direction was required for 2023 target levy, items required for addition or omission from the current 2023 capital program, and comfort level with utilization of reserves and reserve funds to reduce contributions to capital program from levy.

Council was largely in favour of what was presented and thought it is necessary to include some, or all, of the new staff positions, without going to the full additional cost that was suggested. Adjustments to the contributions to capital or reserves to mitigate the impact need to be considered. This is an investment for future gains. There are important capital projects included and we need to continue with operational services.

In terms of revision for next stage Council requested that some of the staff items be incorporated into the budget, and options regarding how we can balance the amount we ask our residents for against that investment in Human Resources. Council would like to see a range of options for consideration but prefer to stay closer to the rate of inflation.

A report will be prepared for the March 6<sup>th</sup> Council Meeting with an opportunity for further discussion.



**CONFIRMING BY-LAW**

RESOLUTION: 2023-074

Moved: Councillor Hern

Seconded: Councillor Renken

THAT By-law Number 017-23 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Special Meeting held on February 27, 2023 be read a First, Second and Third time and enacted.

CARRIED

**ADJOURNMENT**

RESOLUTION: 2023-075

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Special Council meeting of February 27, 2023 be adjourned at 3:35 p.m.

CARRIED

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**MAYOR**

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**CLERK**

# SAUGEEN VALLEY CONSERVATION AUTHORITY

## Minutes

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**Meeting:** Authority Annual Meeting  
**Date:** Thursday, January 19, 2023, 1:00 p.m.  
**Location:** Administration Office, Formosa, ON  
**Chair:** Barbara Dobreen

**Members present:** Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Gregory McLean, Steve McCabe, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

**Staff present:** Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Lorne Chamberlain, Janice Hagan, Peyton Koebel, Kaleb Meyer, Anthony Quipp, Ashley Richards, Rick Rowbotham, Aaron Swayze, Lee Watson, Jill Wiersma, Elijah Wilson

**Others present:** Special guests and members of the public.

Chair Pro Tem Maureen Couture called the meeting to order at 1:00 p.m.

### 1. Appointment of Chair Pro Tem

**Motion #G23-01**

Moved by Bill Stewart

Seconded by Sue Paterson

THAT Maureen Couture be appointed Chair Pro Tem for the SVCA Authority meeting, January 19, 2023 (Agenda items 1-9).

**Carried**

The Land Acknowledgement was read by Barbara Dobreen:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

### 2. Adoption of Agenda

**Motion #G23-02**

Moved by Barbara Dobreen

Seconded by Gregory McLean

*Authority Annual Meeting – January 19, 2023*

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on January 19, 2023, as presented.

**Carried**

### **3. Declaration of Pecuniary Interest**

No persons declared a pecuniary interest relative to any item on the agenda.

### **4. Adoption of Authority meeting minutes – December 15, 2022**

#### **Motion #G23-03**

Moved by Steve McCabe

Seconded by Sue Paterson

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting, December 15, 2022, as presented.

**Carried**

### **5. Introduction of Guests**

Greetings were brought to SVCA from the following dignitaries and special guests:

Ben Lobb, MP, Huron-Bruce Riding

Lisa Thompson, MPP, Huron Bruce Riding

Randy Scherzer, Deputy CAO, Grey County

Barbara Dobreen, Deputy Mayor, Township of Southgate

Mike Niesen, Councillor, Municipality of South Bruce

Ed McGugan, Vice Chair, Maitland Valley CA, Municipality of Huron-Kinloss

Phil Beard, GM / S-T, Maitland Valley Conservation Authority

Scott Greig, Chair, Grey Sauble Conservation Authority

Tim Lanthier, CAO, Grey Sauble Conservation Authority

Dave Myette, Councillor, Municipality of Saugeen Shores

Bill Stewart, Councillor, Municipality of Kincardine

### **6. Staff service recognition**

Maureen Couture and Jennifer Stephens presented the following service awards:

- Five Year Service Award: Lorne Chamberlain, Field Operations Assistant
- Fifteen Year Service Award: Erik Downing, Manager, Environmental Planning and Regulations

### **7. Chair's Address**

The following address was given by the Past Chair, Maureen Couture:

*Authority Annual Meeting – January 19, 2023*

“It has been my pleasure to serve as Chair of Saugeen Valley Conservation Authority from January 2021 to October 2022. 2022 was a year of re-establishment for Saugeen Conservation. The organization is now running with a full complement of staff, who have been hard at work, putting many re-tooled and refined programs and services into practice.

SVCA staff were heavily involved with multiple infrastructure projects, including but not limited to the Bruce County Road 3 Bridge Replacement, as well as Environmental Assessments on other bridge projects, and engineering inspections of SVCA flood and erosion infrastructure. These inspections were badly needed, with some structures never having received external inspections.

Huge fluctuations and rapidly changing forecasts have made for unpredictable weather and have highlighted the incredible importance of programs such as the highly anticipated Flood Watch. Extreme ranges in rainfall quantity are now commonplace. For example, the May 2022 Derecho storm event forecast range was 15-85mm because of localized storm cells. This represents a range that could be on one hand inconsequential and not meeting the minimum parameters of a safety statement, and on the other, potential severe localized flooding.

New stream gauge equipment was installed at the Cedarville location. Stream gauges measure the water levels and flows, which are used to inform the Flood Watch program. This is a milestone upgrade, with more to come.

Water resources staff continue to monitor water quality in our watershed and are working towards the completion of Watershed Report Cards, which are produced every five years in conjunction with Conservation Ontario.

A Utility Agreement was approved by legal counsel and is now in use. This covers liability related to any drilling in the proximity of SVCA flood and erosion control projects.

Multiple grant opportunities were pursued, and staff hope to be able to share some good news in the first quarter of this year.

The Environmental Planning and Regulations department implemented shortened permitting review timelines as a part of the client service and streamlining initiative. For SVCA permits, maximum review times were reduced to between 30-69 days.

322 permits were issued in 2022 with 0 permit denials. 488 Planning Act Applications were reviewed in 2022. 107 law firm inquiries made their way to SVCA with regards to property transactions.

The accuracy of SVCA review increased with additional technical expert resources being hired to support accurate and appropriate review around Lake Huron coastal hazards and floodplain hazards. Natural hazards were given the space they are due, and the watershed saw unprecedented development.

All told just shy of 2,000 new inquiries were made to the Environmental Planning and Regulations Department in 2022.

### *Authority Annual Meeting – January 19, 2023*

Bill 23's changes to the Conservation Authorities Act prompted an outcry of concern from the Authority, our participating municipalities, the public, and in some cases, even the development community. The implementation of these changes within the Authority and amongst our participating municipalities will continue through 2023.

Environmental planning and regulation staff are grateful to local landowners for continuing to manage their properties with the good of the watershed in mind.

Through the Forestry and Lands department, SVCA acquired two new properties by donation, for a total of over 160 acres. Staff worked hard to make the Glenelg property safe for visitors, performing a significant clean-up operation in only a short period of time.

Improvements were made to Stoney Island Conservation Area and Saugeen Bluffs Conservation Area received a new set of stairs to the panoramic lookout. While campgrounds saw a decline in bookings after the post-COVID boom, numbers remained robust and SVCA campgrounds and conservation areas continued to be the number one inquiry made by the public through search engines.

Enforcement of Section 29 under the Conservation Authorities Act began in July 2022, effective over all 21,921 acres of Saugeen Conservation property. SVCA staff are appointed as officers to enforce this section of the Act. Under this authority and with occasional help from local law enforcement, SVCA could ticket those in violation of the permitted uses of Authority lands. Specific areas of focus included the use of unauthorized vehicles, such as ATVs, off-leash animals, illegal camping, and after-hours presence. A 'permitted use' campaign was unrolled to the public, and reward tickets were issued to those complying.

Through Forestry, tree-marking services were provided for five private landowners. 28,000 trees were planted, and more than that number again were sold directly to landowners for independent planting. 22 managed forest tax incentive program plans were written, as well as the renewal of SVCA's five-year plan.

Saugeen Conservation has had a solid 2022, and though there have been changes, the outlook is positive. I look forward to the years ahead for Saugeen Valley Conservation Authority with confidence."

## **8. Presentation – 2022: A Look Back**

Jennifer Stephens presented *2022: A Look Back* to the Board of Directors. She highlighted various accomplishments and changes that transpired at SVCA in 2022.

## **9. Election of Officers**

### **a. Appointment of Scrutineers**

Chair Pro Tem Maureen Couture declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

*Authority Annual Meeting – January 19, 2023*

**Motion #G23-04**

Moved by Mike Niesen

Seconded by Bill Stewart

THAT Tim Lanthier and Phil Beard be appointed as scrutineers for the election of officers as conducted on January 19, 2023.

**Carried**

b. Election of Chair

Chair Couture called for nominations for the position of Chair for 2023. Tom Hutchinson nominated Barbara Dobreen. No further nominations were received.

**Motion #G23-05**

Moved by Steve McCabe

Seconded by Sue Paterson

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority for 2023 be closed.

**Carried**

Barbara Dobreen was acclaimed 2023 Chair of the Saugeen Valley Conservation Board of Directors.

c. Election of Vice Chair

Chair Couture called for nominations for the position of Vice Chair for 2023. Steve McCabe nominated Tom Hutchinson. No further nominations were received.

**Motion #G23-06**

Moved by Kevin Eccles

Seconded by Greg McLean

THAT the nominations for the position of 1st Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**Carried**

Tom Hutchinson was acclaimed 2023 Vice Chair of the Saugeen Valley Conservation Board of Directors.

d. Election of 2<sup>nd</sup> Vice Chair

Chair Couture called for nominations for the position of 2<sup>nd</sup> Vice Chair for 2023. Larry Allison nominated Dave Myette. Steve McCabe nominated Paul Allen. No further nominations were received.

**Motion #G23-07**

Moved by Kevin Eccles

Seconded by Greg McLean

*Authority Annual Meeting – January 19, 2023*

THAT the nominations for the position of 2nd Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**Carried**

Dave Myette thanked his nominator but declined to stand for the position of 2<sup>nd</sup> Vice Chair. Paul Allen agreed to let his name stand and was acclaimed for the position.

e. Election of Member-at-Large

Chair Couture called for nominations for the position of Member-at-Large for 2023. Bud Halpin nominated Dave Myette. Barbara Dobreen nominated Steve McCabe. No further nominations were received.

**Motion #G23-08**

Moved by Kevin Eccles

Seconded by Greg McLean

THAT the nominations for the position of Member-at-Large of the Saugeen Valley Conservation Authority be closed.

**Carried**

Dave Myette and Steve McCabe both thanked their nominators and agreed to let their names stand for nomination. The Directors voted by secret ballot and the scrutineers informed Chair Couture that Steve McCabe was elected by the Directors as Member-at-Large.

**Motion #G23-09**

Moved by Greg McLean

Seconded by Tom Hutchinson

THAT Steve McCabe be appointed to fill the position of Member-at-Large of the Saugeen Valley Conservation Authority for the year 2023.

**Carried**

**Motion #G23-10**

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the secret ballots be permanently destroyed.

**Carried**

Barbara Dobreen assumed the position of Chair and thanked the Board of Directors for appointing her to that role.

**10. Committee appointments****Motion #G23-11**

Moved by Tom Hutchinson

Seconded by Paul Allen

THAT the following Directors be appointed as members to the SVCA committees for 2023:

- i. Forestry Committee: Tom Hutchinson, Paul Allen, Moiken Penner, Dave Myette
- ii. Property and Parks Committee: Bill Stewart, Larry Allison, Moiken Penner, Bud Halpin, Paul Allen
- iii. Water Resources Committee: Tom Hutchinson, Greg McLean, Dave Myette, Bill Stewart
- iv. Agricultural Advisory Committee: Steve McCabe, Dave Myette, Kevin Eccles, Mike Niesen.

**Carried**

**Motion #G23-12**

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the SVCA Chair as voting delegate, Vice-Chair as first alternate, and General Manager/Secretary-Treasurer as second alternate, be appointed, to Conservation Ontario for 2023.

**11. Consent agenda****Motion #G23-13**

Moved by Larry Allison

Seconded by Bud Halpin

THAT the reports and information contained in the Consent Agenda, [Item11a-c], along with their respective recommended motions be accepted as presented.

**Carried**

**12. New Business**

- a. Appointment of Auditor

**Motion #G23-14**

Moved by Paul Allen

Seconded by Gregory McLean

THAT Baker Tilly SGB LLP be confirmed as the auditor to the Authority for the year 2023.

**Carried**



*Authority Annual Meeting – January 19, 2023*

## b. Appointment of Solicitor

**Motion #G23-15**

Moved by Paul Allen

Seconded by Steve McLean

THAT Beard Winter LLP and Mathews, Dinsdale & Clark LLP be appointed solicitors to the Authority for the year 2023 for general operations, with the option to engage the services of other local solicitors, as necessary.

**Carried**

## c. Presentation: Forestry and Lands Department

Donna Lacey presented an orientation session to the Directors regarding the Forestry and Lands department.

Jennifer Stephens advised the members that there will be further Director training at the next two scheduled Board meetings as well as a separate training session for Environmental Planning and Regulations, to be conducted during the month of February.

## d. Statutory administrative approvals

As a part of conducting its business affairs, SVCA is required to review and approve the Health and Safety policy and the Workplace Violence, Harassment, and Sexual Harassment policy on an annual basis.

**Motion #G23-16**

Moved by Dave Myette

Seconded by Tom Hutchinson

THAT the Saugeen Valley Conservation Authority Board of Directors re-affirm for 2023 the Health and Safety Policy; and,

FURTHER THAT the Saugeen Valley Conservation Authority Board of Directors Re-Affirm for 2023 the Workplace Violence, Harassment, and Sexual Harassment Policy.

**Carried**

## Adjournment

There being no further business, the meeting adjourned at 2:50 p.m. on motion of Bill Stewart and Peter Whitten.

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Barbara Dobreen  
Chair

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Janice Hagan  
Recording Secretary



## MINUTES ARTHUR BIA MEETING

February 15<sup>th</sup>, 2023 @ 7:30 PM via Zoom link

### BOARD MEMBERS PRESENT:

Councilor Lisa Hern, Money Dadwin,

Angela Alaimo, Chair  
Paula Coffey,

Jim Coffey,  
Sheila Faulkner,

Tom Gorecki,  
Gord Blyth.

### OTHER ATTENDEES :

Mitch Keirstead (non-voting Director) Dale Small; WN EDO

### REVIEW AND ADOPTION OF THE AGENDA

Chair Angela called the virtual meeting to order at 7:30PM. Motion by Tom, seconded by Jim to approve the agenda. CARRIED

### REVIEW AND APPROVAL OF THE MINUTES

the minutes from the September 22<sup>nd</sup>, 2022 meeting.

Motion by Paula and seconded by Tom to approve CARRIED

### CHAIRS UPDATE

Angela welcomed Money to the Board as this was the first official BIA meeting since the AGM and also thanked and recognized Paula & The Plumbers Wife for 15 years on our Main Street. Chairs remarks included the need to introduce the BIA to the community and the Community Art project.

### FINANCIAL UPDATE

Treasurer Tom gave a verbal report. Current bank balance is \$9,036. All bills have been paid. Request was made to see if the Township would submit the BIA Tax Levy all in one payment, early in the year, rather than quarterly. Dale to follow-up.

### 2023 WORKPLAN DISCUSSION

Discussion included:

- Ongoing funding to cover flower baskets.
- Approval to send six of the new garbage cans to be refurbished and to keep the six additional ones that were received as replacement
- Paula to arrange for touchup of the Poppy Art and have bill sent to Township/Dale
- Canopy for outdoor gym is costly, \$14,000+, so will not be pursued.
- Discussion on banners and need to consider small projects ss there is limited funding.
- discussion on email, social media and website for the BIA.
- Community Art location was discussed and agreement that we would work with the Township and share our thoughts and suggestions for improvement. (Pave driveway, picnic tables, etc.)
- Agreement to support the road closure request, (Charles Street), for the July 1<sup>st</sup> celebration and also for Arthur Cash N Carry celebration (Frederick Street) the last Saturday of June

### NEXT MEETING AND ADJOURNMENT

at 7:30pm via ZOOM link.

Next meeting to be scheduled for Wednesday March 15<sup>th</sup>



*Preserving, promoting, and developing  
Wellington North's unique cultural  
resources to build a vibrant community  
and a prosperous economy.*

**WELLINGTON NORTH CULTURAL ROUNDTABLE COMMITTEE MINUTES  
THURSDAY FEBRUARY 16<sup>TH</sup>, 2023 COUNCIL CHAMBERS, KENILWORTH**

**MEMBERS PRESENT:**

Chair Bonny McDougall      Linda Hruska  
Doris Cassan                Sue Doherty  
Faye Craig                    Gerald Townsend  
Councillor Penny Renken

**Others Present:**

Crystal Seifried, Community Member  
Tasha Grafos, Community Recreation Coordinator  
Dale Small, Economic Development Officer

**MEMBERS ABSENT:**      Jess Pfisterer

**CALLING TO ORDER:**      Chair Bonny called  
the meeting to order at 12:02 pm

**ADOPTION OF THE AGENDA**

As this was Bonny's first meeting as Chair the committee thanked her for taking over this role from Jim Taylor. Moved by Faye and seconded by Linda to adopt the agenda as circulated. **CARRIED**

**MINUTES OF PREVIOUS MEETING – December 7<sup>th</sup>, 2022 & e-vote of January 20<sup>th</sup>, 2023.**

Moved by Sue and seconded by Councilor Renken that the minutes of the meeting of December 7<sup>th</sup> as well as the results of the e-vote of January 20<sup>th</sup> be accepted and passed. **CARRIED**

**ITEMS FOR DISCUSSION**

EDO Dale reviewed the following items that were all included in the agenda package:

- **Cultural Moment Update:** Cultural Moments have been completed, as follows:
  - January 16<sup>th</sup> Sylvia Cadesky
  - February 6<sup>th</sup> The Raw Carrot Soup Enterprise
  - February 21<sup>st</sup> Anita Stewart
  - March 6<sup>th</sup> Horticultural Societies
  - March 20<sup>th</sup> Helen Reynolds
- **Northern Wellington Culture Page:** Minto, Mapleton and Wellington North have partnered on a Northern Wellington Culture Page that will go in the Community News section of the Wellington Advertiser the last paper of each month. A copy of the January page was shared. Committee members were asked to submit ideas for this page to Dale.
- **2023 Cultural Plan Goals & Action Items:** A copy of the prioritized goals and actions was attached to the agenda and the committee spent time discussing and reviewing the goals and actions. Updates have been made and are attached to the minutes. Goals 1 – 3 were discussed at this meeting and Goal will be reviewed at the March meeting.

## ROUNDTABLE ANNOUNCEMENTS

Faye updated the committee on the plans for the August 6<sup>th</sup> Arthur Cenotaph celebration in recognition of 100 years.

Crystal mentioned the MF Lions club are celebrating 85 years this year and that would make a great cultural moment.

Linda updated on the Quilters Guild raffle draw and good discussion and suggestions for groups who might like to be the recipient of some quilts.

Bonny advised that on February 25<sup>th</sup> there will be a music afternoon in Metz. They are also making plans to host the Metz Pumpkinfest once again during culture days.

Dale indicated that we are planning to bring the Cultural Roundtables from Minto and Hanover together this spring and that he would have more details at the next meeting.

Press Release announcing the April 20<sup>th</sup> Volunteer Welcome and Newcomer Celebration was shared with everyone and it is hoped that most members of the committee will register and attend. This is a free event however **registration will be required**, and can be completed at the following Eventbrite link up until April 6th: <https://www.eventbrite.com/e/2023-volunteer-and-newcomer-celebration-tickets-519685743047> You can also contact Brianna at the Municipal Office at 519.848.3620 ext.4242.

Anyone interested in participating in the International Women's Day event being planned by our Saugeen Connects partnership can register as follows:



**INTERNATIONAL  
WOMEN'S DAY**

**Inspiring Women & Embracing Equity**

**\$25** **Wednesday, March 8, 2023**  
**6PM-9PM**  
**Neustadt Community Hall**

Join us for our International Women's Day and AWE Series launch on **March 8th, 6 PM to 9 PM** featuring keynote speaker Malissa Bryan of the Rainbow Diversity Institute, panel discussion with local inspiring business owners, networking and dinner provided by Harley's Pub & Perk

*For more information email [andrea@sbdc.ca](mailto:andrea@sbdc.ca) or visit [www.saugeenconnects.com](http://www.saugeenconnects.com)*



It was also discussed and agreed that our March 16<sup>th</sup> meeting would start at 1:30pm in the Council Chambers

## ADJOURNMENT

Moved by Faye that the Cultural Roundtable Committee meeting be adjourned at 1:55 PM  
**CARRIED**

## ATTACHMENT 1 PRIORITIZED LIST OF GOALS & ACTIONS

### Goal 1: Broaden Municipal Roles and Partnerships

Cultural Plan Reference #	Action	COMMITTEE MEMBERS
1.1	<p>Develop a communications strategy to raise awareness Cultural Plan. Promote the Plan across all Township departments, the County's Economic Development Office, and the municipal website and partner with neighboring municipalities who also have Cultural Plans and Cultural Committees.</p> <p>Feb 16<sup>th</sup>: Also suggested to promote at the Farmers Market</p>	Dale
1.2	<p>Review the mandate of the Cultural Roundtable to increase representation across a broader cross-section of skills, demographics, and ethnicities. Solicit representation from the Youth Action Council and local artists and artisans, entrepreneurs, relevant volunteer organizations for the continuous exchange of ideas and support the active engagement of the larger community. In addition to the Economic Development Officer, ensure someone from the Recreation team is invited to be a participant on the Cultural Roundtable to strengthen linkages between cultural and recreational opportunities.</p> <p>Feb 16<sup>th</sup> Tasha mentioned some plans to incorporate into the Day Camp program to further engage Youth. Gerald suggested we also reach-out to 4H groups in our community</p>	Dale & Doris
1.3	<p>Investigate the creation of a Wellington North Municipal Heritage Committee.</p> <p>Feb 16<sup>th</sup>: Lots of discussion and general support to moving this forward with a resolution to council later this year. Sue agreed to help support.</p>	Penny & Sue
1.6	<p>Continue to work with regional partners to leverage the Invest Well CIP to promote on-farm diversified or agriculture-related uses, short-term accommodation options, and tourism assets. Consider expanding Saugeen Connects partnerships to promote and expand cultural planning throughout Northern Wellington &amp; Southern Grey County. <a href="#">Taste Real Local Food Programme</a>, Taste Real Spring Rural Romp and new RTO4 to examine tourism product offerings and experiences linking cultural, culinary &amp; Agri-tourism assets/events.</p>	Jess

## Goal 2: Leverage Cultural Resources to Grow and Diversify the Economy

Cultural Plan Reference #	Action	COMMITTEE MEMBERS
2.1	<p>Work with the Cultural Roundtable to continually review and update the Cultural Asset Inventory and the simplyexploreculture.ca site.</p> <p>Feb 16<sup>th</sup>: Everyone was asked to check out the simplyexploreculture.ca site and at our next meeting decision a path forward. Bony to work with Penny.</p>	Penny & Bonny
2.4	<p>Work with the County of Wellington to promote the Tourism Adaptation and Recovery Programme to help small and medium-sized enterprises (SMEs') and not-for-profits (NFPs') in the arts, culture, and Agri-tourism sector by supporting one-time adaptation and re-opening costs incurred to continue operating post-COVID-19.</p>	Dale
2.6	<p>Work with the Northern Wellington Cultural Roundtables to hold regular information networking sessions to support and grow creative cultural businesses and local artists and artisans.</p> <p>Feb 16<sup>th</sup>: Agreed that working with the Chambers was not the appropriate area so changed to above. A Northern Wellington Networking event may help.</p>	Faye & Sue & Doris
2.7	<p>Update economic development marketing materials to highlight the growth of the creative cultural economy. Currently, Wellington North showcases culture at every council meeting through our Cultural Moment, which is then shared on YouTube, social media and in the papers. Build a narrative around the importance of arts and culture as a driver of innovation for a rural economy. Showcase local entrepreneurs and business owners on the municipal website.</p> <p>Feb 16<sup>th</sup> Crystal, Dale, Doris &amp; Tasha to work together to complete marketing &amp; promotional materials.</p>	Dale, Doris, Tasha & Crystal

### Goal 3: Build a Shared Identity and Increase Collaboration

Cultural Plan Reference #	Action	COMMITTEE MEMBERS
3.1	Develop a social media strategy (building out the Cultural Moment, <a href="#">Simply Explore Culture</a> site and cultural map) to support ongoing cultural development and create a community identity.	Linda & Doris
3.2	<p>In partnership with the Wellington Signage Plan Project, continue to improve local arts and festivals signage and signage along trails, the downtown, historical sites, and community destinations.</p> <p>Feb 16<sup>th</sup>: Doris mentioned the signage she had seen in Orangeville. Committee felt it was a good idea to look into.</p>	Linda, Doris & Faye
3.3	<p>Continue to promote Culture Days to highlight, profile and engage a range of arts and culture facilities and programs, heritage sites and creative and tourism businesses.</p> <p>Feb 16<sup>th</sup>, Total support, and agreement o make this a major focus of the Cultural Roundtable.</p>	Everyone
3.9	Develop a festival and events strategy to support the sustainability/feasibility of current events and explore opportunities for multi-generational programming and new festivals that align with resident demands (e.g., Mount Forest Fireworks Festival, beer/wine festival).	Linda

## Goal 4: Increase the Vibrancy and Aesthetic Appeal of Downtowns

Cultural Plan Reference #	Action	COMMITTEE MEMBERS
4.1	As per the County of Wellington Official Plan, ensure that the downtown areas are a strong focus for business, administrative, and cultural activities and remain the primary gathering place combining commerce and social functions.	Dale & Doris
4.3	Organize summer activities such as musical performances and buskers etc., in suitable locations in the downtowns to animate street life.	Doris
4.6	Install banners and plaques that illustrate and highlight Wellington North's rich heritage and stories in key locations, including the entrance to the downtowns.	Doris





**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

<b>To:</b>	Mayor and Members of Council Meeting of March 6, 2023
<b>From:</b>	Tammy Pringle, Development Clerk
<b>Subject:</b>	DC 2023-006, Consent Applications B4-23 & B5-23 Betty Dee Limited

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2023-006 being a report on Consent Applications (Severance) B4-23 & B5-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent applications B4-23 and B5-23 as presented with the following conditions for each application:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-law 011-22;
- **THAT** driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- **THAT** the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit; and
- **THAT** included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date.

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

#### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Resolution 2021-247 regarding Consent Application B42-21

#### BACKGROUND

The subject property is located in the south west quadrant of the Town of Mount Forest and is geographically known as 645 Martin Street.

##### **B4-23**

Proposed severance (shown as Proposed Severed 1 on the Wilson-Ford Sketch for Severance Application) is 898.5 square metres with 12.5m frontage, vacant land for proposed urban residential use with single detached dwelling.

Retained parcel is 489.7 square metres with 36.8m frontage, existing and proposed urban residential use. Existing structure to be removed.

##### **B5-23**

Proposed severance (shown as Proposed Severed 2 on the Wilson-Ford Sketch for Severance Application) is 729.5 square metres with 12.5m frontage, vacant land for proposed urban residential use with single detached dwelling.

Retained parcel is 489.7 square metres with 36.8m frontage, existing and proposed urban residential use. Existing structure to be removed.

#### FINANCIAL CONSIDERATIONS

The municipality will realize \$260.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

#### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 23-9829 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated January 16, 2023.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Planning Report prepared by Matthieu Daoust, Senior Planner, Planning and Development Department, County of Wellington

<b>STRATEGIC PLAN 2019 - 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

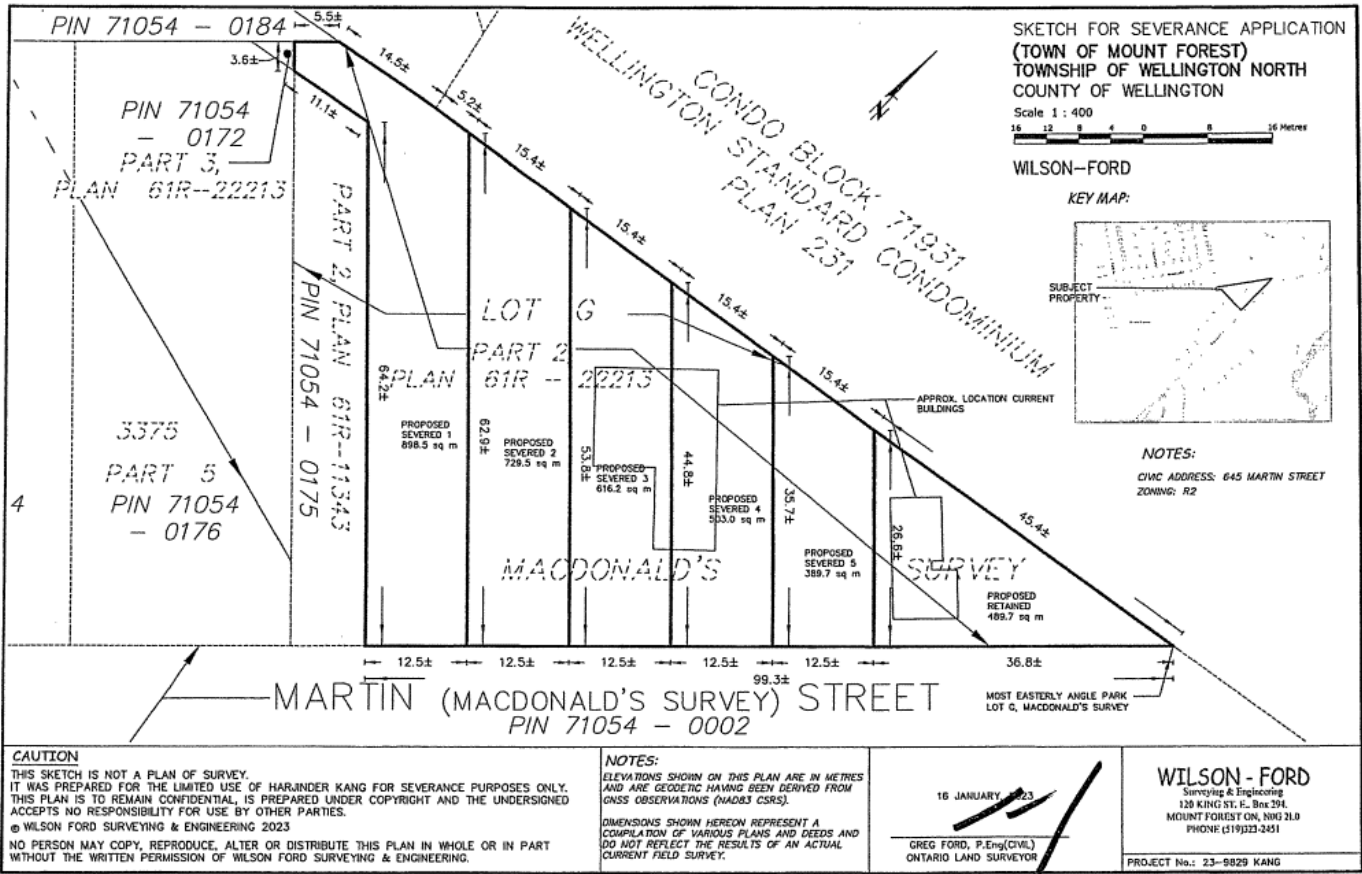
Partnerships

Municipal Infrastructure

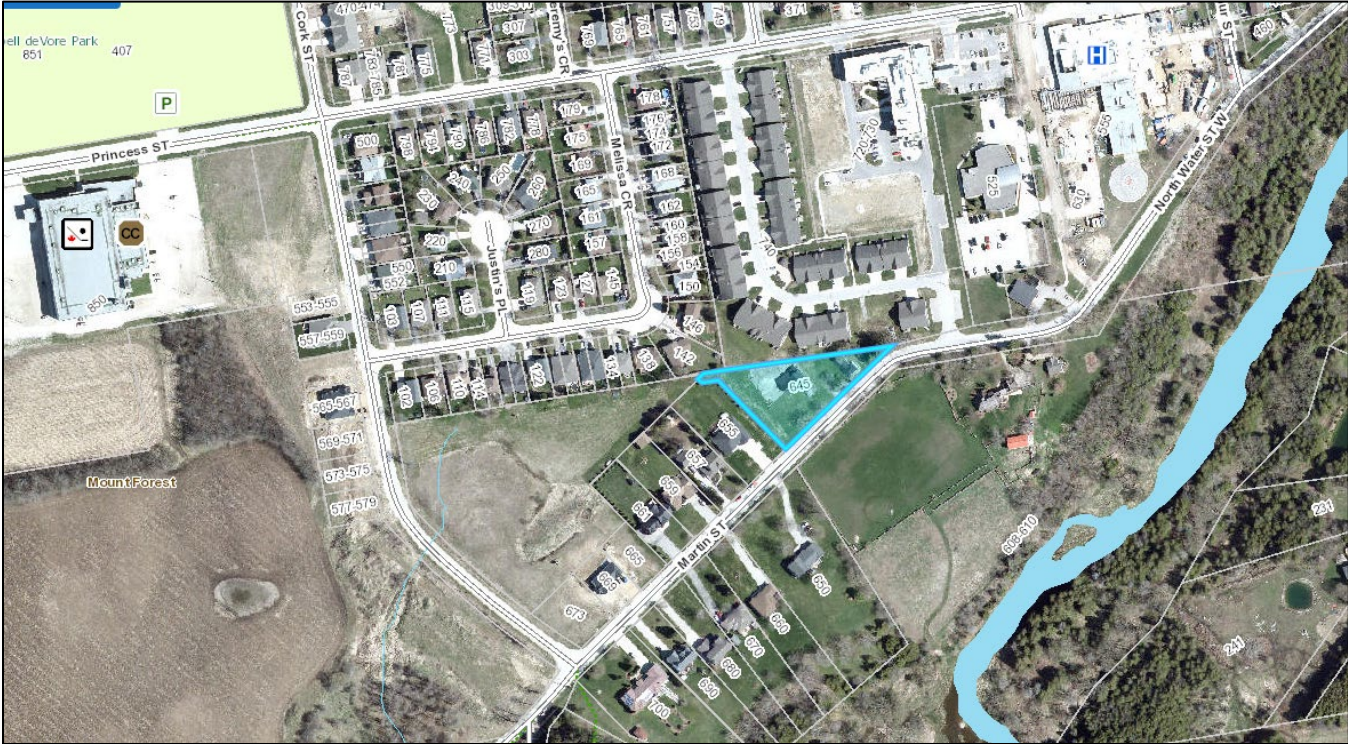
Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

### SCHEDULE A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B4/23, B5/23, B6/23, B7/23 & B8/23 Part of Park Lot 8 TOWNSHIP OF WELLINGTON NORTH (MOUNT FOREST)
<b>Applicant/Owner</b>	Betty Dee Limited

**PRELIMINARY PLANNING OPINION:** These applications would sever five lots for residential use in the Urban Centre of Mount Forest. A 489.7 m<sup>2</sup> (5,271 ft<sup>2</sup>) parcel would be retained for urban residential use, as indicated in the chart below. The subject lands have two existing structures, a single detached dwelling and a storage structure which will be demolished. The applicant is proposing to construct six single detached dwellings on the proposed new parcels.

Section 10.1.2 identifies that plans of subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

Parcel ID	Lot Area	Frontage
Retained Lands	489.7 m <sup>2</sup> (5,271 ft <sup>2</sup> )	36.8 m (120.7 ft)
Severed 1 (B4/23)	898.5 m <sup>2</sup> (9,671.3 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 2 (B5/23)	729.5 m <sup>2</sup> (7,852.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 3 (B6/23)	616.2 m <sup>2</sup> (6,632.7 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 4 (B7/23)	503 m <sup>2</sup> (5,414.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 5 (B8/23)	389.7 m <sup>2</sup> (4,194.7 ft <sup>2</sup> )	12.5 m (41 ft)

These applications are consistent with Provincial Policy and would generally conform to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- That driveway access can be provided to the severed lands to the satisfaction of the appropriate roads authority;
- That the existing storage building and single family dwelling be removed to the satisfaction of the local municipality; and
- That municipal servicing is addressed to the satisfaction of the local municipality.

**A PLACE TO GROW:** No Issues

**PROVINCIAL POLICY STATEMENT (PPS):** The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is located within the Urban Centre of Mount Forest and designated as RESIDENTIAL in Schedule A6-1. Urban Centres are expected to provide a full range of land uses opportunities, including residential uses of various types and densities. Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned.

The matters under section 10.1.3 were also considered, including item b) “that all lots can be adequately serviced with water, sewage disposal...” and d) “that all lots will have safe driveway access to an all-season maintained public road...”.

Section 10.1.2 identifies that plans are subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a WHPA.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned as Residential (R2) Zone, which permits single detached dwellings. The severed and retained lands meet the minimum lot area and lot frontage requirements of the R2 Zone.



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Matthieu Daoust, RPP MCIP  
Senior Planner  
April 13<sup>th</sup>, 2023



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

<b>To:</b>	Mayor and Members of Council Meeting of March 6, 2023
<b>From:</b>	Tammy Pringle, Development Clerk
<b>Subject:</b>	DC 2023-007, Consent Applications B6-23 & B7-23 Betty Dee Limited

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2023-007 being a report on Consent Applications (Severance) B6-23 & B7-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent applications B6-23 and B7-23 as presented with the following conditions for each application:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- **THAT** driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- **THAT** the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit;
- **THAT** included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date; and



- **THAT** the existing shed in the application be demolished and the site left in a graded level condition to the satisfaction of the Township

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

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Resolution 2021-247 regarding Consent Application B42-21

### BACKGROUND

The subject property is located in the south west quadrant of the Town of Mount Forest and is geographically known as 645 Martin Street.

#### **B6-23**

Proposed severance (shown as Proposed Severed 3 on the Wilson-Ford Sketch for Severance Application) is 616.2 square metres with 12.5m frontage, existing and proposed urban residential use. Existing dwelling to be removed.

Retained parcel is 489.7 square metres with 36.8m frontage, existing and proposed urban residential use. Existing structure to be removed.

#### **B7-23**

Proposed severance (shown as Proposed Severed 4 on the Wilson-Ford Sketch for Severance Application) is 503.0 square metres with 12.5m frontage, existing and proposed urban residential use. Existing dwelling to be removed.

Retained parcel is 489.7 square metres with 36.8m frontage, existing and proposed urban residential use. Existing structure to be removed.

### FINANCIAL CONSIDERATIONS

The municipality will realize \$260.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 23-9829 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated January 16, 2023.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Planning Report prepared by Matthieu Daoust, Senior Planner, Planning and Development Department, County of Wellington

**STRATEGIC PLAN 2019 - 2022**

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

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

Partnerships

Municipal Infrastructure

Alignment and Integration

**Prepared By:**

Tammy Pringle, Development Clerk

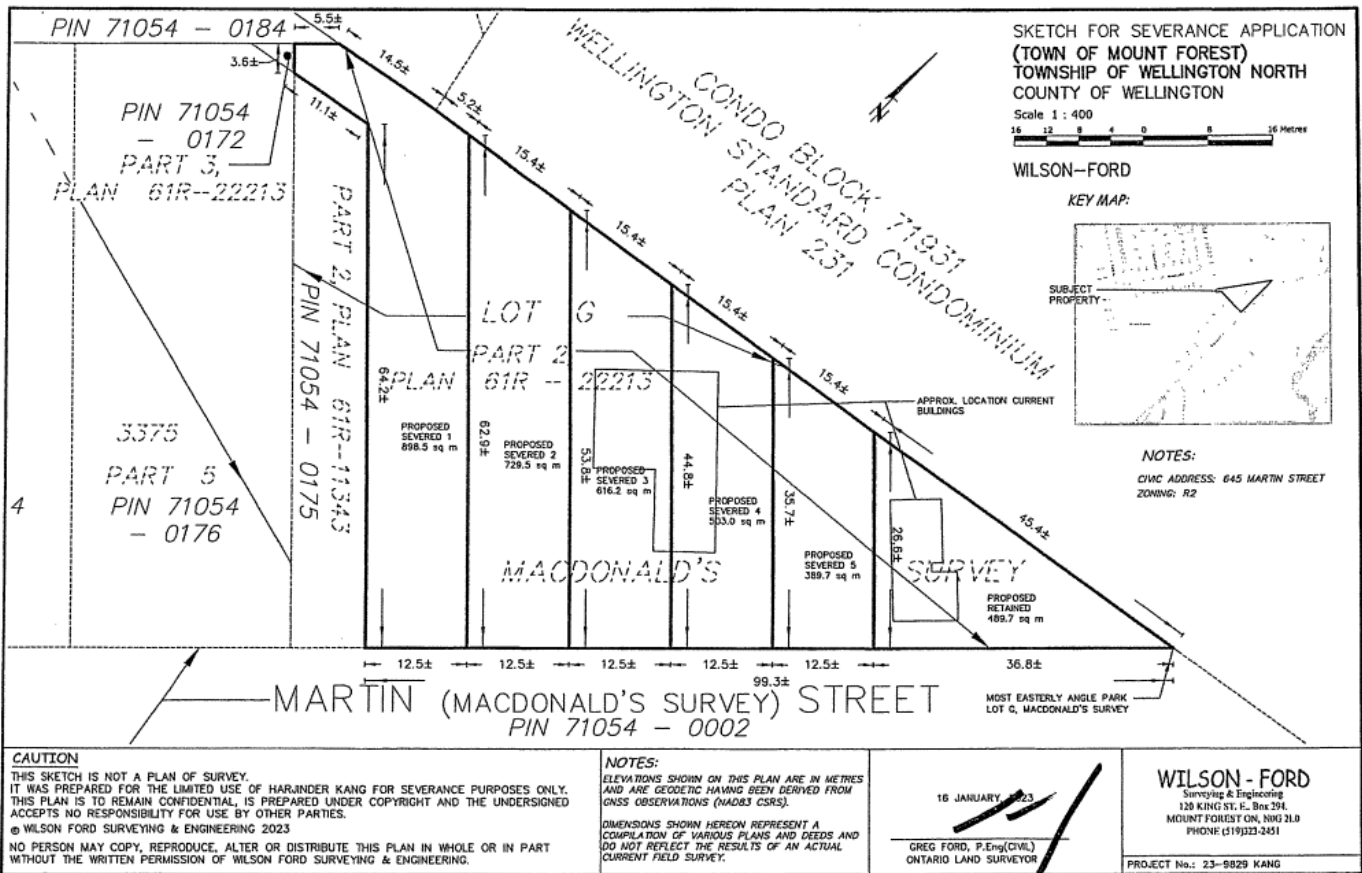
*Tammy Pringle*

**Recommended By:**

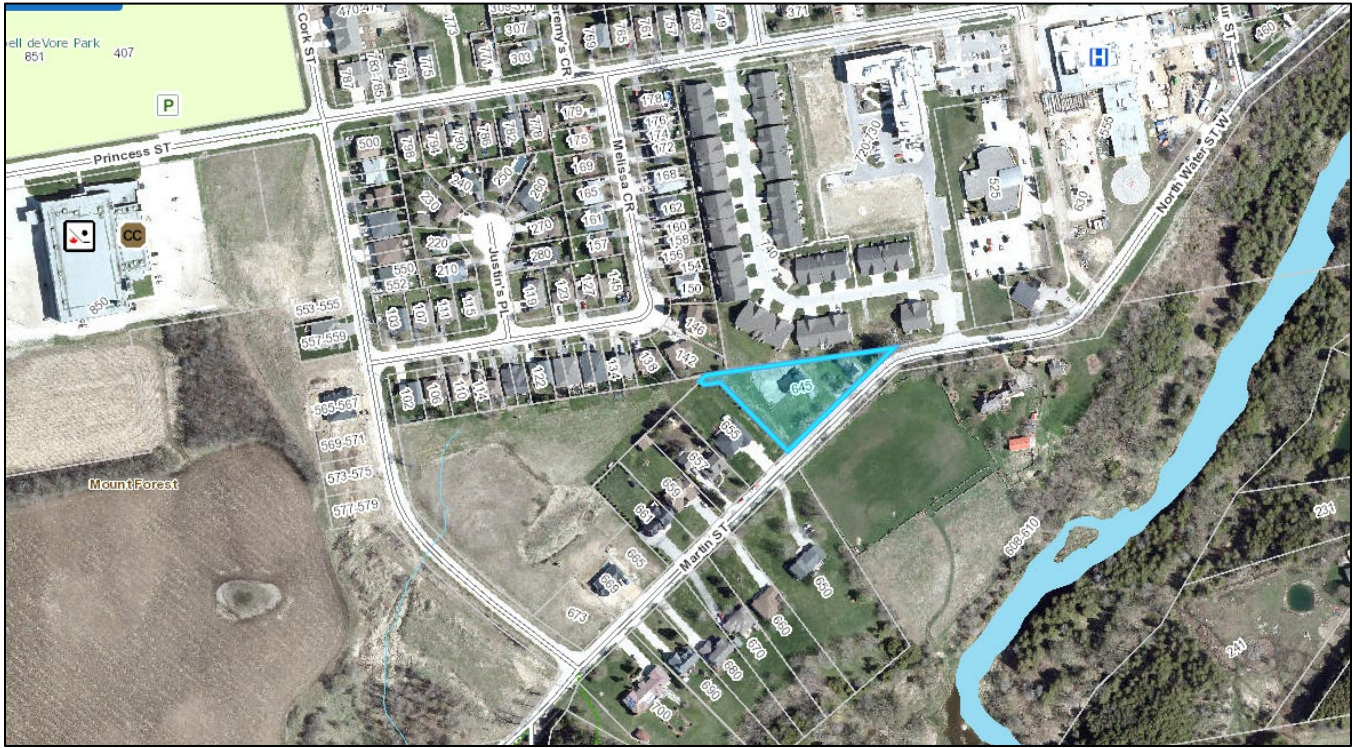
Brooke Lambert, Chief Administrative  
Officer

*Brooke Lambert*

SCHEDULE A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B4/23, B5/23, B6/23, B7/23 & B8/23 Part of Park Lot 8 TOWNSHIP OF WELLINGTON NORTH (MOUNT FOREST)
<b>Applicant/Owner</b>	Betty Dee Limited

**PRELIMINARY PLANNING OPINION:** These applications would sever five lots for residential use in the Urban Centre of Mount Forest. A 489.7 m<sup>2</sup> (5,271 ft<sup>2</sup>) parcel would be retained for urban residential use, as indicated in the chart below. The subject lands have two existing structures, a single detached dwelling and a storage structure which will be demolished. The applicant is proposing to construct six single detached dwellings on the proposed new parcels.

Section 10.1.2 identifies that plans of subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

Parcel ID	Lot Area	Frontage
Retained Lands	489.7 m <sup>2</sup> (5,271 ft <sup>2</sup> )	36.8 m (120.7 ft)
Severed 1 (B4/23)	898.5 m <sup>2</sup> (9,671.3 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 2 (B5/23)	729.5 m <sup>2</sup> (7,852.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 3 (B6/23)	616.2 m <sup>2</sup> (6,632.7 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 4 (B7/23)	503 m <sup>2</sup> (5,414.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 5 (B8/23)	389.7 m <sup>2</sup> (4,194.7 ft <sup>2</sup> )	12.5 m (41 ft)

These applications are consistent with Provincial Policy and would generally conform to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- That driveway access can be provided to the severed lands to the satisfaction of the appropriate roads authority;
- That the existing storage building and single family dwelling be removed to the satisfaction of the local municipality; and
- That municipal servicing is addressed to the satisfaction of the local municipality.

**A PLACE TO GROW:** No Issues

**PROVINCIAL POLICY STATEMENT (PPS):** The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is located within the Urban Centre of Mount Forest and designated as RESIDENTIAL in Schedule A6-1. Urban Centres are expected to provide a full range of land uses opportunities, including residential uses of various types and densities. Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned.

The matters under section 10.1.3 were also considered, including item b) “that all lots can be adequately serviced with water, sewage disposal...” and d) “that all lots will have safe driveway access to an all-season maintained public road...”.

Section 10.1.2 identifies that plans are subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a WHPA.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned as Residential (R2) Zone, which permits single detached dwellings. The severed and retained lands meet the minimum lot area and lot frontage requirements of the R2 Zone.



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Matthieu Daoust, RPP MCIP  
Senior Planner  
April 13<sup>th</sup>, 2023



**WELLINGTON NORTH**  
SEMPER PORRO

## Staff Report

**To:** Mayor and Members of Council Meeting of March 6, 2023  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2023-008, Consent Application B8-23 Betty Dee Limited

### RECOMMENDATION

**THAT** Council of the Township of Wellington North receive DC Report 2023-008 being a report on Consent Application (Severance) B8-23 known as Part Lot G, MacDonald's Survey in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent applications B8-23 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner satisfy the requirements of the Township of Wellington North in reference to parkland dedication consistent with By-Law 011-22;
- **THAT** driveway access can be provided to the retained and severed lands to the satisfaction of the Township of Wellington North;
- **THAT** the Owner enters into a development agreement with the Township of Wellington North for the purposes of satisfying all the requirements of the Township, financial and otherwise including but not limited to the provision of servicing; full road restoration (granular base, asphalt and curb) along the entire length of the property frontage that is affected by servicing works to create a continuous section of new asphalt road surface; and lot grading to the satisfaction of the Township and at the expense of the Owner. All offsite servicing works within Martin Street municipal road allowance is to be constructed at the same time for all 6 lots prior to issuance of any building permit;
- **THAT** included in the development agreement with the Township, the Owner agrees to provide the Township with, prior to the execution of this Agreement by the Township, payment for contributions in form of a bank draft or certified cheque as a prepayment of the Owner's share of the cost for installation of future sidewalk on Martin Street. Timing and construction of future sidewalk will be determined by the Township at a future date; and

- **THAT** the retained lands, 645 Martin Street, existing private sanitary service which currently traverses the severed lands property be re-directed entirely on the retained lands to a future sanitary service at property line. Existing sanitary service to severed lands be capped at property line. Work is to be completed to the satisfaction of the Township of Wellington North and at the expense of the Owner;

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

#### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

Resolution 2021-247 regarding Consent Application B42-21

#### BACKGROUND

The subject property is located in the south west quadrant of the Town of Mount Forest and is geographically known as 645 Martin Street.

Proposed severance (shown as Proposed Severed 5 on the Wilson-Ford Sketch for Severance Application) is 389.7 square metres with 12.5m frontage, vacant land for proposed urban residential use with single detached dwelling.

Retained parcel is 489.7 square metres with 36.8m frontage, existing and proposed urban residential use. Existing structure to be removed.

#### FINANCIAL CONSIDERATIONS

The municipality will realize \$130.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

#### ATTACHMENTS

- APPENDIX A:
  - Severance Sketch No. 23-9829 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated January 16, 2023.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Planning Report prepared by Matthieu Daoust, Senior Planner, Planning and Development Department, County of Wellington

#### STRATEGIC PLAN 2019 - 2022

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

Yes
  No
  N/A

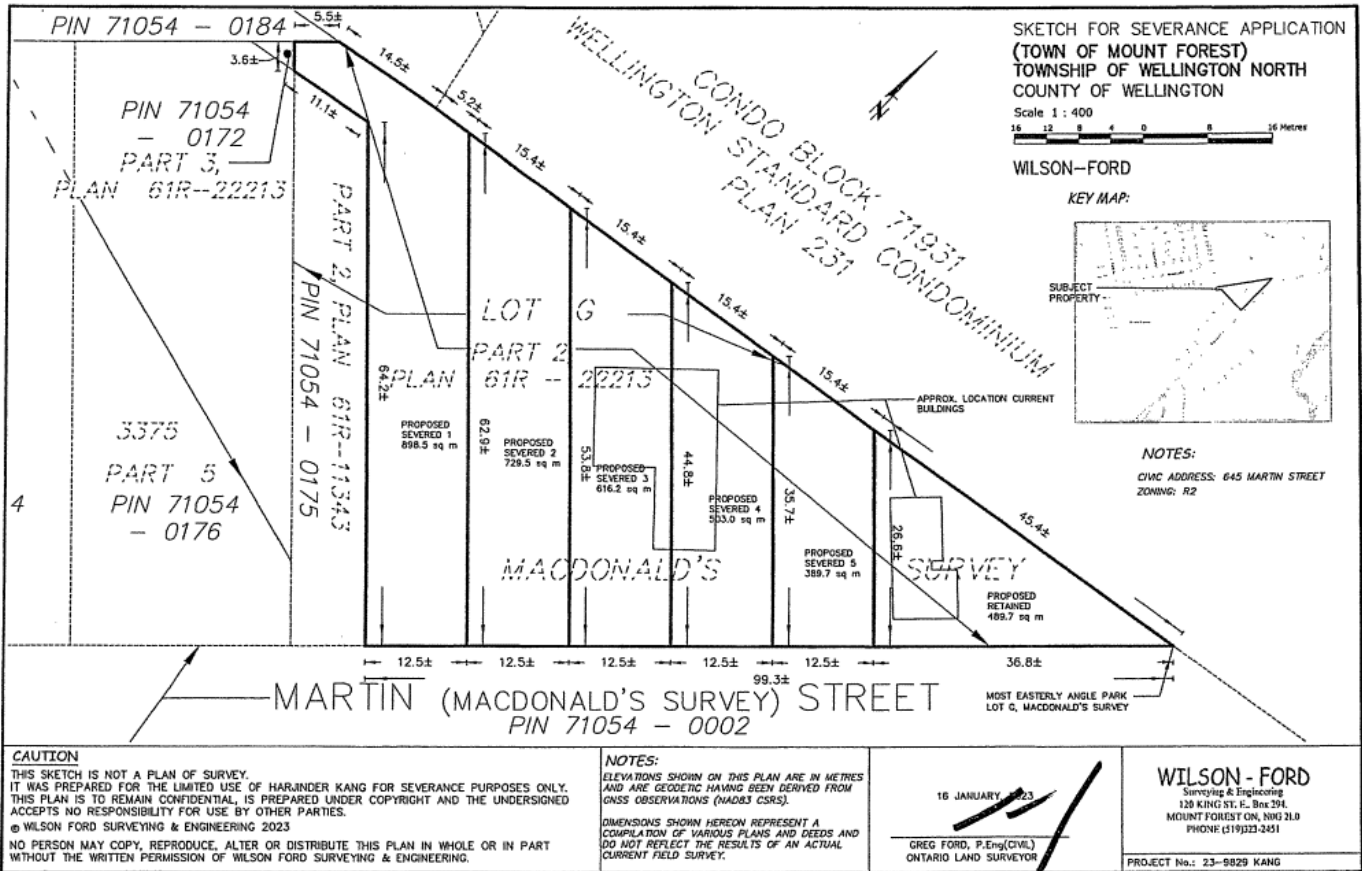
Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

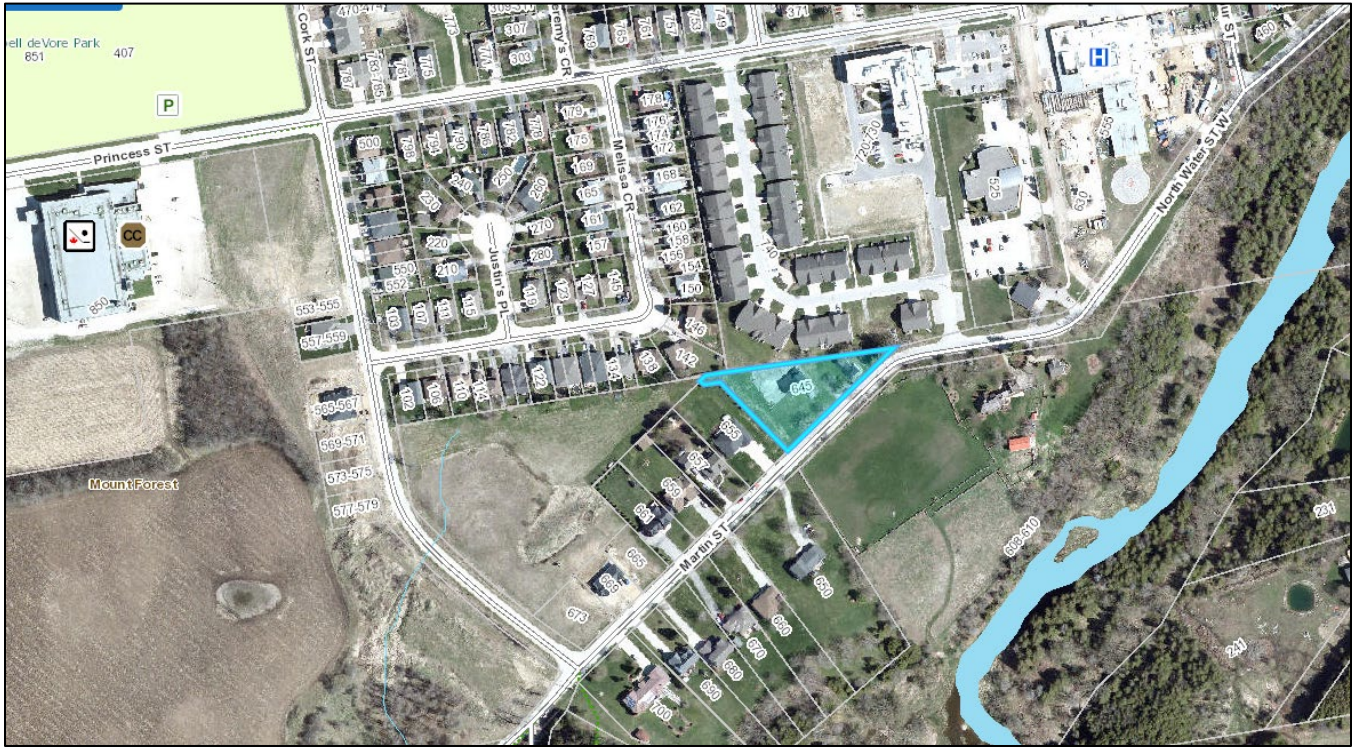


<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

### SCHEDULE A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application Location</b>	B4/23, B5/23, B6/23, B7/23 & B8/23 Part of Park Lot 8 TOWNSHIP OF WELLINGTON NORTH (MOUNT FOREST)
<b>Applicant/Owner</b>	Betty Dee Limited

**PRELIMINARY PLANNING OPINION:** These applications would sever five lots for residential use in the Urban Centre of Mount Forest. A 489.7 m<sup>2</sup> (5,271 ft<sup>2</sup>) parcel would be retained for urban residential use, as indicated in the chart below. The subject lands have two existing structures, a single detached dwelling and a storage structure which will be demolished. The applicant is proposing to construct six single detached dwellings on the proposed new parcels.

Section 10.1.2 identifies that plans of subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

Parcel ID	Lot Area	Frontage
Retained Lands	489.7 m <sup>2</sup> (5,271 ft <sup>2</sup> )	36.8 m (120.7 ft)
Severed 1 (B4/23)	898.5 m <sup>2</sup> (9,671.3 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 2 (B5/23)	729.5 m <sup>2</sup> (7,852.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 3 (B6/23)	616.2 m <sup>2</sup> (6,632.7 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 4 (B7/23)	503 m <sup>2</sup> (5,414.2 ft <sup>2</sup> )	12.5 m (41 ft)
Severed 5 (B8/23)	389.7 m <sup>2</sup> (4,194.7 ft <sup>2</sup> )	12.5 m (41 ft)

These applications are consistent with Provincial Policy and would generally conform to the County Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- That driveway access can be provided to the severed lands to the satisfaction of the appropriate roads authority;
- That the existing storage building and single family dwelling be removed to the satisfaction of the local municipality; and
- That municipal servicing is addressed to the satisfaction of the local municipality.

**A PLACE TO GROW:** No Issues

**PROVINCIAL POLICY STATEMENT (PPS):** The subject property is located within the Urban Centre of Mount Forest. Section 1.1.3.1 states that settlement areas shall be the focus of growth and development.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is located within the Urban Centre of Mount Forest and designated as RESIDENTIAL in Schedule A6-1. Urban Centres are expected to provide a full range of land uses opportunities, including residential uses of various types and densities. Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned.

The matters under section 10.1.3 were also considered, including item b) “that all lots can be adequately serviced with water, sewage disposal...” and d) “that all lots will have safe driveway access to an all-season maintained public road...”.

Section 10.1.2 identifies that plans are subdivisions will normally be required for four (4) or more lots; however, planning staff are of the opinion that the subject severance applications do not warrant a plan of subdivision. Staff notes that the intent of this application is to subdivide a large residential lot into a total of six (6) lots of similar configuration fronting an existing municipal road. Planning Staff note servicing is available and can be provided to the proposed lots. No significant changes or upgrades are required on Martin St.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a WHPA.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned as Residential (R2) Zone, which permits single detached dwellings. The severed and retained lands meet the minimum lot area and lot frontage requirements of the R2 Zone.



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Matthieu Daoust, RPP MCIP  
Senior Planner  
April 13<sup>th</sup>, 2023



# Staff Report

**To:** Mayor and Members of Council Meeting of March 6, 2023

**From:** Tammy Pringle, Development Clerk

**Subject:** DC 2023-009, Consent Application B9-23 John & Linda Thomson

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive DC Report 2023-009 being a report on Consent Application (Severance) B9-23 known as Part Lot 4, South of Clyde Street, in the Town of Mount Forest.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B9-23 as presented with the following conditions:

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

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

**PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS**

N/A

**BACKGROUND**

The subject property is located in the south east quadrant of the Town of Mount Forest and is geographically known as 425 Ayrshire Street.

Proposed severance is 0.40 hectares with 30.5m frontage, vacant land for proposed urban residential use.

Retained parcel is 53.3m fr x 83m = 0.44 hectares, existing and proposed urban residential use with existing dwelling.

<b>FINANCIAL CONSIDERATIONS</b>
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The municipality will realize \$130.00 in clearance fees and parkland dedication consistent with By-law No. 011-22.

<b>ATTACHMENTS</b>
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- APPENDIX A:
  - Severance Sketch No. 22-9782 prepared by Greg Ford at Wilson – Ford Surveying & Engineering, dated January 26, 2023.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Planning Report prepared by Matthieu Daoust, Senior Planner Planning and Development Department, County of Wellington

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes

No

N/A

Which priority does this report support?

Modernization and Efficiency

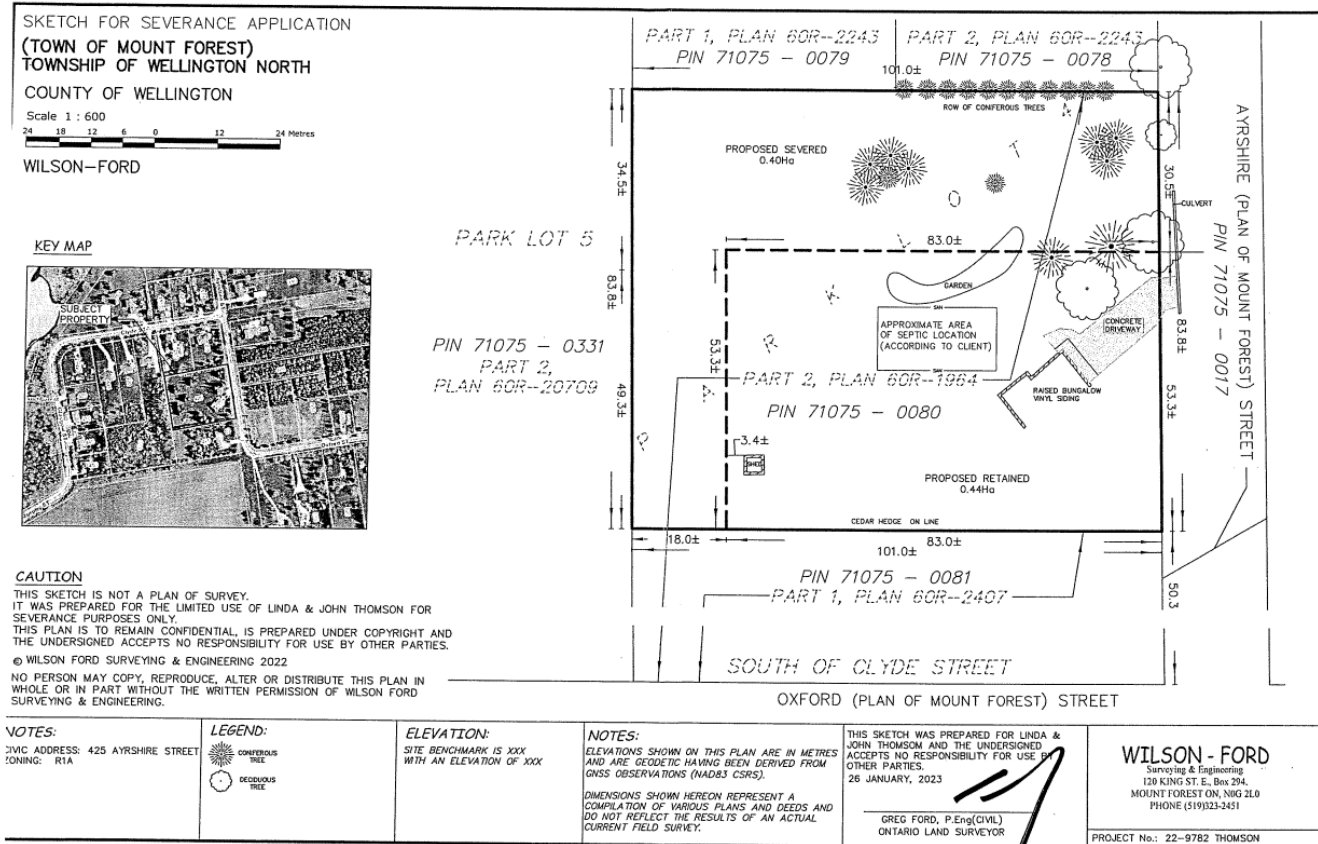
Partnerships

Municipal Infrastructure

Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

APPENDIX A – Severance Sketch





APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application</b>	B9/23
<b>Location</b>	Pt Park Lot 4 TOWNSHIP OF WELLINGTON NORTH (MT. FOREST)
<b>Applicant/Owner</b>	John & Linda Thomson

**PRELIMINARY PLANNING OPINION:** This application would sever an 0.4 ha (1 ac) vacant residential lot in the Urban Centre of Mount Forest. The retain parcel is approximately 0.44 ha (1.08 ac) in size with an existing dwelling and shed.

This application is consistent with Provincial Policy and generally conforms to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That servicing can be accommodated on the severed lands to the satisfaction of the local municipality; and
- b) That driveway access can be provided to the severed lands to the satisfaction of the of the appropriate road authority.

**A PLACE TO GROW:** No issues.

**PROVINCIAL POLICY STATEMENT (PPS):** No issues.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated as RESIDENTIAL and located within the urban centre of Mount Forest according to Schedule A6-1 of the Official Plan. Section 10.6.2 states that new lots may be created in Urban Centres provided that the land will be appropriately zoned.

The matters under Section 10.1.3 were also considered including “a) that any new lots will be consistent with official plan policies and zoning regulations”. b) “that all lots can be adequately serviced with water, sewage disposal...”. item d) “that all lots have safe driveway access to an all-season maintained public road...” and item l) “that the proposed lots and uses are compatible with and designed to minimize adverse impacts on surrounding uses”.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Unserviced Residential (R1A) zone. The R1A zone permits a single detached residential dwelling. Both the retained and severed lands meet the minimum lot area and frontage requirements for a single detached dwelling in the R1A zone.

**WELL HEAD PROTECTION AREA:** The subject property is not located within a Well Head Protection Area.

Matthieu Daoust, RPP MCIP  
 Senior Planner  
 April 13<sup>th</sup>, 2023



# Staff Report

**To:** Mayor and Members of Council Meeting of March 6, 2023  
**From:** Tammy Pringle, Development Clerk  
**Subject:** DC 2023-010, Consent Application B14-23 Susan Zonneveld, Cornelia Kline & Albertus Zonneveld

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive DC Report 2023-010 being a report on Consent Application (Lot Line Adjustment) B14-23 known as Part Lot 24, Concession 10 in the former Arthur Township.

**AND FURTHER THAT** the Council of the Township of Wellington North supports consent application B14-23 as presented with the following conditions:

- **THAT** the Owner satisfy all the requirements of the local municipality, financial and otherwise (included but not limited to Taxes paid in Full; a Fee of \$130.00 for Township Clearance Letter of conditions — or whatever fee is applicable at the time of clearance under the municipal Fees and Charges by-law) which the Township of Wellington North may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- **THAT** the Owner enter into an agreement apportioning any future maintenance costs on any municipal drain impacted by the application, and the owner shall provide a \$500.00 deposit to cover the cost of the re-apportionment if it is determined there are municipal drains impacted by the application and a \$250.00 fee for the Drainage Superintendent’s review of the application to determine status of any drain; and
- **THAT** driveway access can be provided to the retained lands to the satisfaction of the Township of Wellington North;

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

**PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS**

N/A

**BACKGROUND**

The subject property is located in the south west quadrant of the Township and is geographically known as 8725 Concession 11 with the property directly to the south.

Proposed lot line adjustment is 24.8 hectares with no frontage, existing agricultural land to be added to abutting agricultural parcel – Holtz Grain Limited.

Retained parcel is 16.1 hectares with 245m frontage, existing and proposed rural residential use with existing dwelling and shop.

**FINANCIAL CONSIDERATIONS**

The municipality will realize \$130.00 in clearance fees.

**ATTACHMENTS**

- APPENDIX A:
  - Severance Sketch No. 31884-22 prepared by Jeffrey Buisman at Van Harten Surveying Inc., dated January 31, 2023.
- APPENDIX B:
  - Aerial View of Subject Lands
- APPENDIX C:
  - Planning Report, Matthieu Daoust, Senior Planner  
Planning and Development Department, County of Wellington: Report

**STRATEGIC PLAN 2019 – 2022**

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

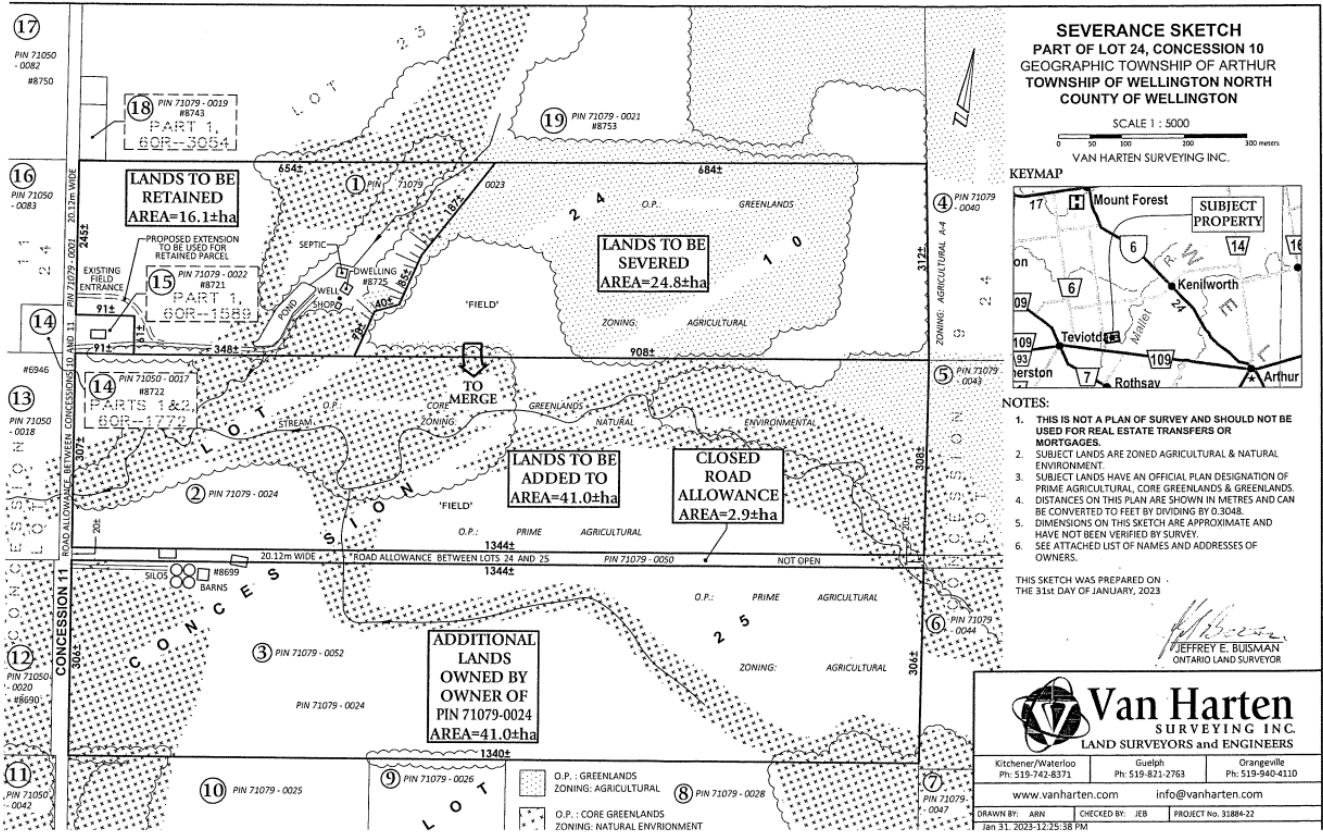
- Yes
  No
  N/A

Which priority does this report support?

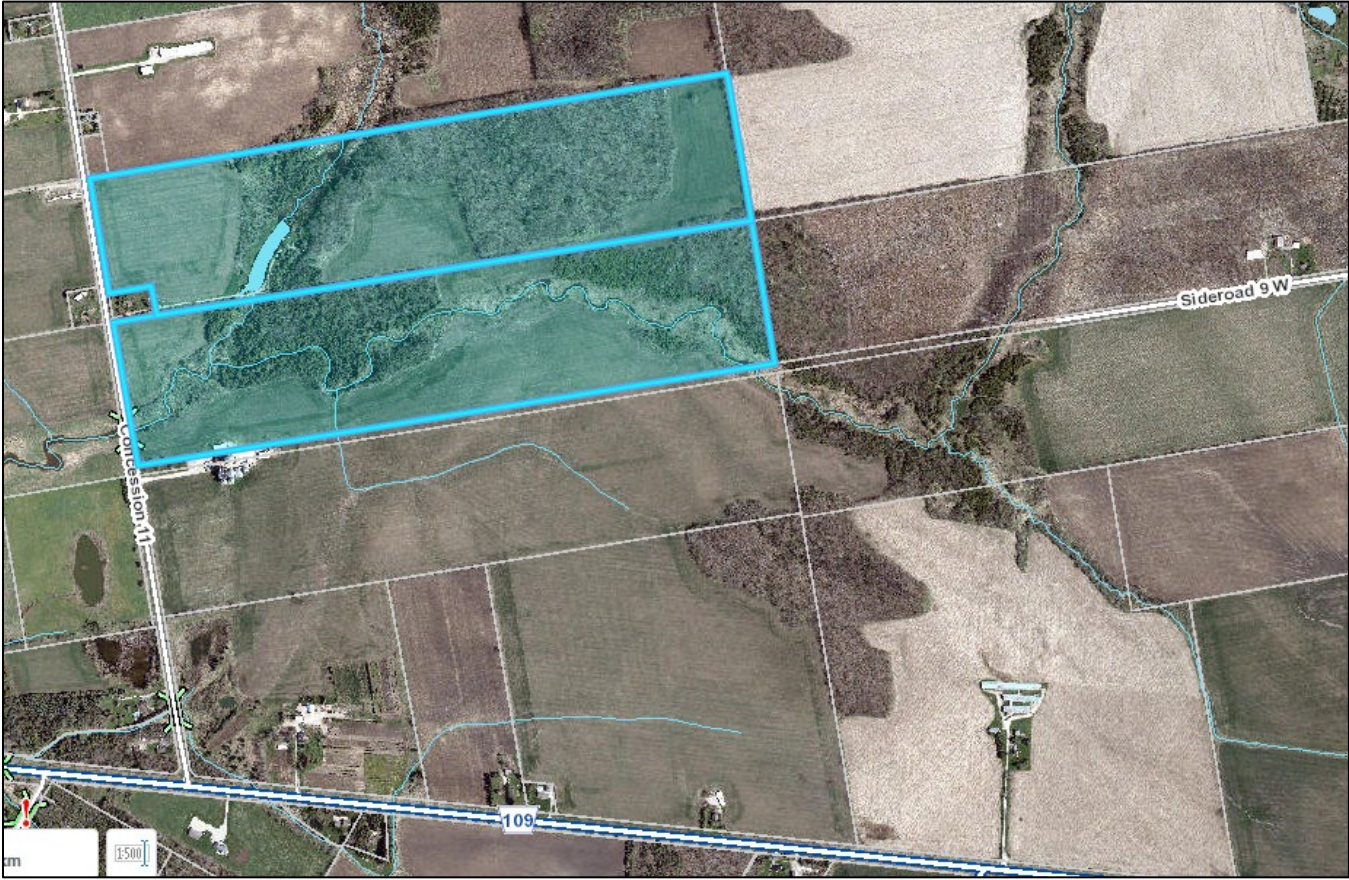
- Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Pringle, Development Clerk	<i>Tammy Pringle</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

APPENDIX A – Severance Sketch



APPENDIX B – Aerial View of Subject Lands



## APPENDIX C – Planning Report



**Planning and Development Department | County of Wellington**  
 County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9  
 T 519.837.2600 | F 519.823.1694

<b>Application</b>	B14/23
<b>Location</b>	Part Lot 10, Concession 10 N TOWNSHIP OF WELLINGTON NORTH
<b>Applicant/Owner</b>	Susan Zonneveld, Cornelia Kline & Albertus Zonneveld

**PRELIMINARY PLANNING OPINION:** This application for lot line adjustment would sever a 24.8 ha (61.2 ac) vacant agricultural parcel and add to the abutting agricultural parcel (Pt Lot 24, Con 10 S). An approximate 16.1 ha (39.7 ac) agricultural parcel would be retained with exiting dwelling and shop.

This application is consistent with Provincial Policy and generally conforms to the Official Plan. We have no concerns provided that the following matters are addressed as conditions of approval:

- a) That the purchaser take title to the severed lands in the same manner as they hold their abutting land;
- b) That driveway access can be provided to the retained lands to the satisfaction of the of the appropriate road authority;
- c) That any concerns of the Conservation Authority can be adequately addressed; and
- d) That Subsection 50(3) of the Planning Act, R.S.O., 1990 be applied to any subsequent conveyance or any transaction involving the parcel of land that is the subject of this Consent.

**A PLACE TO GROW:** No issues

**PROVINCIAL POLICY STATEMENT (PPS):** No issues.

**WELLINGTON COUNTY OFFICIAL PLAN:** The subject property is designated PRIME AGRICULTURAL, CORE GREENLANDS and GREENLANDS. Identified environmental features include Grand River Conservation Authority Regulated Floodplain, Wetlands and a Significant Wooded Area. Section 10.3.5 permits lot line adjustments and states the following:

Lot line adjustments may be permitted for legal or technical reasons, such as easements, corrections of deeds, quit claims, and minor boundary adjustments. Lot line adjustments may also be permitted where no adverse effect on agriculture will occur where:

- two abutting farms are merged (merged means the joining of farm parcels under the same ownership) and an existing farm residence is made surplus to the resulting enlarged farm parcel;
- more viable agricultural operations will result;
- an undersized lot is made useable given the requirement for appropriate sewer and water systems. Lot line adjustments are deemed not to create new lots for the purposes of this plan.

The matters under Section 10.1.3 were also considered including item k) that the size and shape of proposed lots is suitable, including frontage, area and the proportion of frontage to depth and m) that all new lots shall have logical lot lines given existing lot patterns in the area, natural and human-made features and other appropriate considerations. The proposed lot lines are based on the natural features on the property including incorporating a whole wetland on the retained lot rather than splitting the wetland between the severed and retained lots.

**WELL HEAD PROTECTION AREA:** The subject property is not located in a Well Head Protection Area.

**LOCAL ZONING BY-LAW:** The subject property is currently zoned Agricultural (A) and Natural Environment (NE) Zone. The A Zone permits a single detached dwelling; the merged parcel appears to meet all of the minimum zoning requirements in this zone. The retained farm parcel is proposed to be 16.1 ha (39.7 ac), the minimum zoning requirement for the agricultural parcel is 35 ha, however Section 8.2.1 b of the Wellington North Zoning By-law states that “a new lot created by consent or new parcels created by lot line adjustment and which parcel (severed and/or retained lands) lacks either the required frontage or area, or both shall be deemed to comply with the lot frontage and lot area, or both shall be deemed to comply.



Matthieu Daoust, MCIP RPP  
Senior Planner  
April 13<sup>th</sup>, 2023





## Staff Report

**To:** Mayor and Members of Council, Meeting of March 6, 2023  
**From:** Darren Jones, Chief Building Official  
**Subject:** CBO 2023-03 Building Permit Review Period Ending January 31, 2023

### RECOMMENDATION

**THAT** the Council of the Corporation of the Township of Wellington North receive Report CBO 2023-03 being the Building Permit Review for the period ending January 31, 2023.

### PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS

1. CBO 2023-01 Building Permit Review Period Ending December 31, 2022
2. CBO 2022-02 Building Permit Review Period Ending January 31, 2022

### BACKGROUND

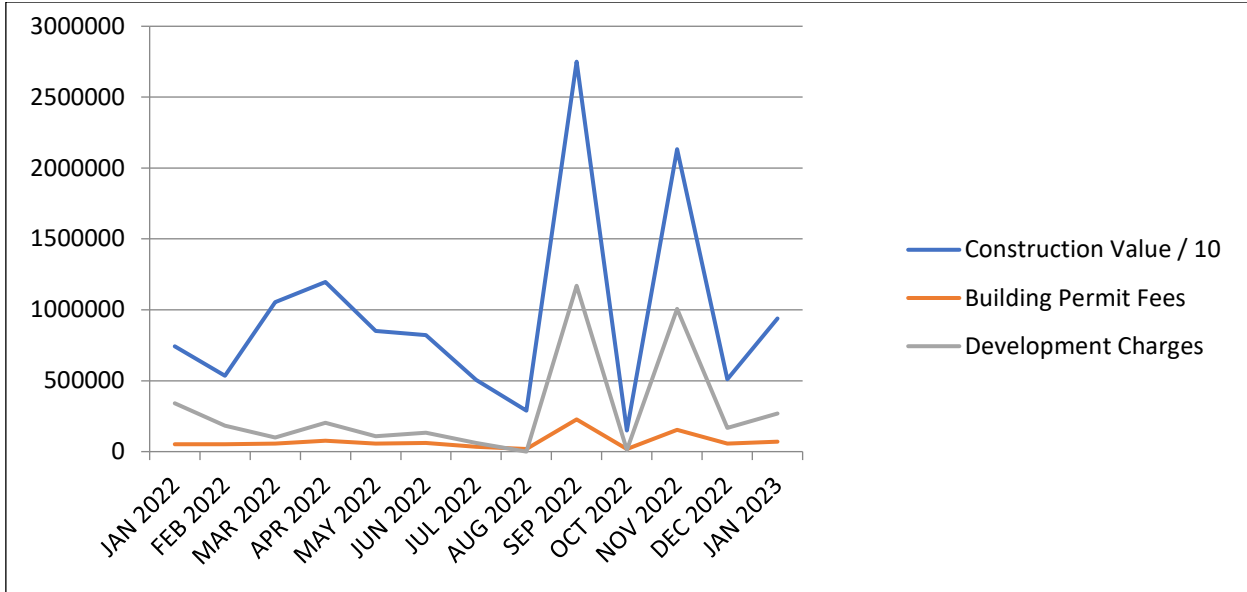
PROJECT DESCRIPTION	PERMITS ISSUED	CONSTRUCTION VALUE	PERMIT FEES	DEVELOPMENT CHARGES
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Single Family Dwelling	2	960,000.00	6,000.00	22,257.10
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	9	922,500.00	7,635.18	0.00
Garages / Sheds	0	0.00	0.00	0.00
Pool Enclosures / Decks	0	0.00	0.00	0.00

Commercial	1	15,000.00	260.00	0.00
Assembly	0	0.00	0.00	0.00
Industrial	4	2,460,000.00	12,043.06	43,825.66
Institutional	0	0.00	0.00	0.00
Agricultural	2	275,000.00	2,150.64	0.00
Sewage System	3	30,000.00	1,560.00	0.00
Demolition	1	2,000.00	130.00	0.00

Monthly Total	22	4,664,500.00	29,778.88	66,082.76
Total Year to Date	22	4,664,500.00	29,778.88	66,082.76

12 Month Average	35	9,386,725.83	69,888.15	267,820.92
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10 Year Monthly Average	11	2,911,879.20	21,455.23	65,043.13
10 Year, Year to Date Average	11	2,911,879.20	21,455.23	65,043.13

**FINANCIAL CONSIDERATIONS**

None.

**ATTACHMENTS**

None.

**STRATEGIC PLAN 2019 – 2022**

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

- Yes
  No
  N/A

Which priority does this report support?

- Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Darren Jones, Chief Building Official
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer



# Staff Report

**To:** Mayor and Members of Council Meeting of March 6, 2023  
**From:** Matthew Aston, Director of Operations  
**Subject:** OPS 2023-009 being a report on the award of the Mount Forest Standpipe Rehabilitation

**RECOMMENDATION**

**THAT** the Council of the Township of Wellington North receive Report OPS 2023-009 being a report on the award of the Mount Forest standpipe rehabilitation;

**AND FURTHER THAT** Council award the rehabilitation of the Mount Forest Standpipe rehab to Dayson Industrial Services Inc. at a project cost of \$1,545,727.00;

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

**PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS**

2021 Capital Budget

Report OPS 2022-020 being a report on the Investing in Canada Infrastructure Program (ICIP) – Green Stream

**BACKGROUND**

The request for tender (RFT– Contract 22161) for the interior and exterior recoating of the Mount Forest Standpipe was advertised on the Township’s and BM Ross’ website starting January 3, 2023, and closed February 14, 2023. The RFT was also advertised within the Wellington Advertiser.

The Township received three submissions prior to RFT – Contract 22161 close: Dayson Industrial Services Inc., MacDonald Applicators Ltd. and Landmark Municipal Services ULC which were all reviewed by the Township Engineer and staff as well as evaluated on cost – see below.

Dayson Industrial Services Inc. was the lowest cost and met the RFT as specified. That said, Township staff recommend them for award of this RFT.

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

Township Council originally approved \$950,000 for this project during the 2021 capital budget. That said, during 2021 a federal / provincial grant application (ICIP Green Stream) was announced and it was decided this project was a good fit given the water and wastewater infrastructure rehabilitation associated with the project. An application was prepared and submitted by the Township.

ICIP grants are typically comprised of the federal government providing 40% of project funding, provincial government providing 33.33% of project funding and the Township providing the remaining 26.67%.

In mid-2022 the Township learned it was successful within its ICIP application and have since pursued tendering this project towards a planned implementation during the spring 2023.

RFT 2023 – Contract 22161 – Mount Forest Standpipe Coating and Safety Upgrades

Bidder	Bid <sup>^</sup>
Dayson Industrial Services Inc.	\$1,545,727.00
MacDonald Applicators Ltd.	\$1,642,248.24
Landmark Municipal Services ULC	\$2,303,618.00

<sup>^</sup> - Prices include 13% HST.

Note – It is anticipated that the project will incur approximately \$125,000 in additional charges over and above the coating contractor – engineering fees, third party coating verification services, antenna work and Wellington North Power Inc. pole line reconfiguration. This would estimate total probable cost of the project at approximately \$1,670,727.

Project Funding

2021 Capital Budget	\$950,000.00
Federal ICIP Grant	\$451,000.00
Provincial ICIP Grant	\$375,795.75
Total Funding	\$1,776,795.75

<b>ATTACHMENTS</b>
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B.M. Ross and Associates Limited letter dated February 15, 2023

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes No N/A

Which priority does this report support?

 Modernization and Efficiency Partnerships Municipal Infrastructure Alignment and Integration

**Prepared By:** Matthew Aston, Director of Operations

**Recommended By:** Brooke Lambert, Chief Administrative Officer

*Brooke Lambert*



**B. M. ROSS AND ASSOCIATES LIMITED**  
**Engineers and Planners**  
 62 North Street, Goderich, ON N7A 2T4  
 p. (519) 524-2641 • [www.bmross.net](http://www.bmross.net)

File No. 22161

**VIA EMAIL ONLY**

February 15, 2023

Matt Aston, Director of Operations  
 Township of Wellington North  
 7490 Sideroad 7 W, PO Box 125  
 Kennilworth, ON N0G 2E0

**RE: Mount Forest Standpipe Coating and Safety Upgrades  
 Contract No. 22161; Tender Review**

Tenders, as summarized by the following table, were received on Tuesday, February 14, 2023 for the upgrades and re-coating of the existing standpipe in Mount Forest, Ontario.

<b>Tenderer</b>	<b>Tendered Amount (incl. HST)</b>
Dayson Industrial Services Inc.	\$1,545,727.00
MacDonald Applicators Ltd.	\$1,642,248.24
Landmark Municipal Services ULC	\$2,303,618.00

Each tender includes a contingency allowance of \$75,000. All tenders were properly signed and each was submitted with the specified bid bond and Agreement to Bond. All tenders were also submitted with acknowledgement of three addenda and completed statements re: sub-contractors, statements re: experience and statements re: organizational structure . All tenders were checked and found to be mathematically correct.

Further review focused on the tender of Dayson Industrial Services Inc., as they were the lowest tender submitted. We are familiar with Dayson from past re-coating projects and also completed a reference check on them and there were no concerns presented.

Based on our review, we can see no reason not to award this project to Dayson Industrial Services Inc.

Should you have any questions regarding the foregoing, please do not hesitate to call. I have attached a copy of the “Detailed Breakdown Schedule of Items and Prices” of Dayson Industrial Services Inc’s tender for your information.

If you require any additional information to inform the decision, or have any other questions, please let us know.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per  \_\_\_\_\_  
Ryan P. DeVries, P. Eng.

RPD:es  
Encl.

T-2

THE AFORESAID SUM IS MADE UP AS FOLLOWS:

**SCHEDULE OF ITEMS AND PRICES**

<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
<b>Item A; Mount Forest Standpipe Coating and Safety Upgrades</b>	
Complete construction of all facilities in the contract, including supply of all materials, labour, plant, and equipment as shown on the drawings or specified herein (Items 1-1 to 1-6 of the Breakdown Schedule).	<b><u>\$ 1,292,900.00</u></b>
<b>Item B; Contingency Allowance</b>	
Lump Sum allowance for contingency items authorized in writing during the construction (Provisional Sum)	\$75,000.00
<b>SUB-TOTAL FOR ALL WORKS SHOWN ON THE DRAWINGS OR DETAILED IN THE SPECIFICATIONS</b>	<b><u>\$ 1,367,900.00</u></b>
<b>13% HST</b>	<b><u>\$ 177,827.00</u></b>
<b>TOTAL TENDER</b>	<b><u>\$ 1,545,727.00</u></b>



T-3

**DETAILED BREAKDOWN SCHEDULE OF ITEMS AND PRICES**

This form shall be completed and submitted as part of the tender. If, in the opinion of the Engineer, the breakdown contains prices which are unbalanced, the Contractor will be required to submit data to substantiate their prices. In any event, the Engineer reserves the right to adjust the breakdown to correct any unbalanced prices.

**BREAKDOWN SCHEDULE OF ITEMS AND PRICES**

<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
1-1	Mobilization and demobilization at the job site of offices, stores, conveniences, other temporary facilities, construction plant and other items not required to form part of the permanent works and not covered by other items of the Schedule of Items and Prices (refer to Item 1.21 of Division 1)	1	L.S.		<u>\$ 129,320.00</u>
1-2	Open, close, drain, clean, disinfect and re-fill tank	1	L.S.		<u>\$ 6,220.00</u>
1-3	<b>Access and Safety Upgrades</b>				
a)	Detailed design of upgrades, including detailed rescue procedures	1	L.S.		<u>\$ 1,355.00</u>
b)	Remove existing ladder, support tabs and ladder cage and replace with new 406 mm wide galvanized ladder including new and additional support tabs	1	L.S.		<u>\$ 40,415.00</u>
c)	Supply new ladder guard/security gate on new ladder	1	L.S.		<u>\$ 3,115.00</u>
d)	Remove existing 'T' rail and replace with certified FRL system, install swing rest stops (3) and two new tie-off stations	1	L.S.		<u>\$ 23,830.00</u>
e)	Supply and install a new 1.2m x 1.2m galvanized steel landing platform at the top of the ladder to transition to the roof. Platform to be complete with handrails and toe kick.	1	L.S.		<u>\$ 30,660.00</u>
f)	Provide a new saddle system or new certified roof nipples/swing stage ports c/w new caps prior to installing swing stages to the tower	1	L.S.		<u>\$ 4,855.00</u>
g)	Supply and install new footholds every 0.3m from the top of the ladder to the centre of the tank roof	1	L.S.		<u>\$ 6,040.00</u>
h)	Repair damaged roof handrail posts and drill new drainage holes.	1	L.S.		<u>\$ 2,610.00</u>
i)	Replace 3 tie-off stations (D-rings) on tank roof handrail with stainless steel D-rings.	1	L.S.		<u>\$ 3,950.00</u>

T-4

<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
j)	Installing new unistrut bracket system next to ladder and relocate cables to new unistrut system, include coordination of reinstallation with antenna owners, should any disruption be required. Include removal of unused Yagi antennas, three radio posts, and cables/conduits, as detailed.	1	L.S.		<b><u>\$ 19,500.00</u></b>
<b>1-4</b>	<b>Miscellaneous Upgrades</b>				
a)	Repair and resurface existing concrete	1	L.S.		<b><u>\$ 5,500.00</u></b>
b)	Supply and install new gasket and new stainless steel bolts on lower access hatch, complete with washers	1	L.S.		<b><u>\$ 1,810.00</u></b>
<b>1-5</b>	<b>Coating Upgrades and Repairs</b>				
a)	Interior surfaces, including full removal and disposal of existing coating, surface preparation and application of a new coating system as specified	1	L.S.		<b><u>\$ 350,270.00</u></b>
b)	Exterior surfaces, including full removal and disposal of existing coating, shrouding (as required), surface preparation and application of a new coating system as specified	1	L.S.		<b><u>\$ 527,285.00</u></b>
c)	Lettering/graphics on exterior of tank	1	L.S.		<b><u>\$ 13,450.00</u></b>
d)	Miscellaneous painting (i.e. valve chambers, etc.)	1	L.S.		<b><u>\$ 7,750.00</u></b>
<b>1-6</b>	<b>Miscellaneous Items</b>				
a)	Cost of 100% Performance Bond, 50% Labour and Material Payment Bond and insurance as specified in the forms bound herein	1	L.S.		<b><u>\$ 38,370.00</u></b>
b)	Lump sum to cover all other requirements of the contract not specifically covered by or related to the preceding items. (Refer to Section 1.22 in Division 1)	1	L.S.		<b><u>\$ 76,595.00</u></b>
<b>TOTAL AMOUNT OF ITEMS 1-1 to 1-6</b>					<b><u>\$ 1,292,900.00</u></b>
Enter this amount on Page T-2					



# Staff Report

**To:** Mayor and Members of Council Meeting of March 6, 2023

**From:** Tammy Stevenson, Development Technologist  
Matthew Aston, Director of Operations

**Subject:** OPS 2023-010 being a report on the final 2023 update to the Municipal Servicing Standards

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive Report OPS 2022-010 being a report on the final 2023 update to the Municipal Servicing Standards (MSS);

**THAT** Council approved the 2023 update to the Municipal Servicing Standards, dated March 2023, as presented;

**AND FURTHER THAT** Council direct staff to apply the updated MSS to all planning, municipal infrastructure design and construction projects.

**PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS**

Report PW 2017-16 being a report on the update of the Township of Wellington North’s Municipal Servicing Standards.

Report OPS 2021-017 being a report on a memo to update the Municipal Servicing Standards.

Report OPS 2022-033 being a report on the Township’s Municipal Servicing Standards Update

**BACKGROUND**

Township staff posted the draft Municipal Servicing Standards on the municipal website for 60 days to solicit public feedback. A deadline for comments of February 3, 2023 and one commenting email was received.

The final MSS has been updated to include consideration to the comments that were received and additional requirements for the newly regulated Ministry of Environment Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA).

The proposed version of the 2023 Municipal Servicing Standards has been posted to the municipal website at the following link for Council’s review:

<https://www.wellington-north.com/sites/default/files/2023-02/WN%20Municipal%20Standards-2023%20Update-Final.pdf>

<b>FINANCIAL CONSIDERATIONS</b>
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N/A

<b>ATTACHMENTS</b>
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Schedule A – Final Draft Municipal Servicing Standards Update

<b>STRATEGIC PLAN 2019 – 2022</b>
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Do the report's recommendations align with our Strategic Areas of Focus?

Yes
  No
  N/A

Which priority does this report support?

Modernization and Efficiency
  Partnerships  
 Municipal Infrastructure
  Alignment and Integration

<b>Prepared By:</b>	Tammy Stevenson, Development Technologist	<i>Tammy Stevenson</i>
<b>Recommended By:</b>	Matthew Aston, Director of Operations	<i>Matthew Aston</i>



105 Queen Street West, Unit 14  
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 Ontario N1M 1S6  
 Tel: (519) 843-3920  
 Fax: (519) 843-1943  
 Email: [info@tritoneng.on.ca](mailto:info@tritoneng.on.ca)

ORANGEVILLE • FERGUS • HARRISTON

February 27, 2023

Township of Wellington North  
 7490 Sideroad 7 West  
 P.O. Box 125  
 Kenilworth, Ontario  
 N0G 2E0

Attention: Tammy Stevenson  
 Development Technologist

RE: Township of Wellington North  
 Cachet Developments (Arthur) - Phases 1 and 2  
 & Preston Street Reconstruction  
 Letter of Credit Adjustments  
 Our File: A5529A

Dear Madam,

We have reviewed the attached February 24, 2023 Letter of Credit (LC) reduction request for Phases 1 and 2 of the Cachet Development in Arthur as provided by Urbtech Engineering and find it to be acceptable for LC reduction calculations.

Based on this, we recommend that the total amount required to be retained for security be rounded to **\$5,500,000.00** which reflects 100% of the remaining works and 20% of completed works in conformance with the Subdivision Agreement and the required Preston Street Reconstruction securities as per the attached February 24, 2023 calculation.

Security adjustments are subject to the Township confirming that all outstanding accounts with respect to the Development have been paid in full and that the Developer is not in default of their obligations pursuant to its agreements with the municipality.

We trust that this information is satisfactory and should you have any questions, please do not hesitate to contact the undersigned.

Respectfully,  
 Triton Engineering Services Limited

Dustin C. Lyttle, P.Eng

February 24<sup>th</sup>, 2023

File No: 20-442

Ms. Tammy Pringle  
Development Clerk  
Township of Wellington North  
7490 Sideroad 7 West, P.O. Box 125  
Kenilworth, ON N0G 2E0

**Re: Letter of Credit Reduction #1  
Cachet Developments (Arthur) Inc.  
Proposed Residential Subdivision  
Town of Arthur  
Draft Plan 23T-20202**

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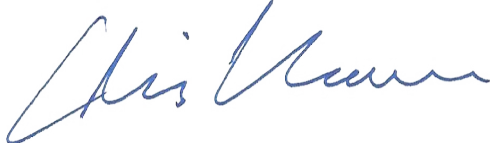
On behalf of the Owners of the above referenced development, we would appreciate your consideration and approval of a reduction of the Letter of Credit to \$3,677,718.50 from the \$10,575,000.00 Letter of Credit held by the Township.

Furthermore, Cachet Development (Arthur) Inc. would like to draw from the amount released and have it applied to the Letter Credit for the Preston Street Works. In amount of \$1,431,228.90

We have attached the cost break down along with the statutory Declaration with this letter for your reference.

Yours truly,

**URBTECH ENGINEERING INC.**



Chris Mason  
Project Manager

CC: Ramsey Shaheen, Cachet Developments (Arthur) Inc.  
Max Maddigan, Cachet Developments (Arthur) Inc.  
Tammy Stevenson, C.E.T., Township of Wellington North  
Matthew Aston, Director of Operations, Town of Wellington North  
Dustin Lyttle, Triton Engineering Services Ltd.

Date: February 24, 2023

**CONSTRUCTION COST ESTIMATE FOR SUBDIVISION AGREEMENT**

**OWNER: CACHET DEVELOPMENTS (ARTHUR) INC.  
 RESIDENTIAL DEVELOPMENTS**

ITEM	DESCRIPTION	AMOUNT	COMPLETED WORK	INCOMPLET WORK
A	Fill import operations and Earthworks	\$1,557,936.00	\$1,553,454.00	\$4,482.00
B	Storm Sewers and Appurtenances	\$2,327,686.00	\$2,152,456.00	\$175,230.00
C	Sanitary Sewers and Appurtenances	\$874,725.00	\$860,775.00	\$13,950.00
D	Watermain and Appurtenances	\$798,105.00	\$780,205.00	\$17,900.00
E	Roads (20.0m ROW) - Subdivision	\$1,391,785.00	\$821,600.00	\$570,185.00
F	Miscellaneous	\$519,440.00	\$257,370.00	\$262,070.00
	Sub-Total	\$7,469,677.00	\$6,425,860.00	\$1,043,817.00
	10% Engineering	\$746,967.70	\$642,586.00	\$104,381.70
	13% HST	\$971,058.01	\$835,361.80	\$135,696.21
	10% Contingency	\$746,967.70	\$642,586.00	\$104,381.70
	<b>Total (Urbtech Engineering Inc.)</b>	<b>\$9,934,670.41</b>	<b>\$8,546,393.80</b>	<b>\$1,388,276.61</b>
<b>Hydro Distribution &amp; Streetlighting</b>	<i>Provided by RTG Systems Inc.</i>	\$224,442.88	<b>\$0.00</b>	<b>\$224,442.88</b>
	10% Engineering	\$22,444.29	\$0.00	\$22,444.29
	13% HST	\$29,177.57	\$0.00	\$29,177.57
	10% Contingency	\$22,444.29	\$0.00	\$22,444.29
	<b>Total Hydro Distribution &amp; Streetlighting</b>	<b>\$298,509.03</b>	<b>\$0.00</b>	<b>\$298,509.03</b>
<b>Landscape</b>	<i>Provided by SBK Landscape Architecture</i>	\$211,770.00	\$0.00	\$211,770.00
	10% Engineering	\$21,177.00	\$0.00	\$21,177.00
	13% HST	\$27,530.10	\$0.00	\$27,530.10
	10% Contingency	\$21,177.00	\$0.00	\$21,177.00
	<b>Total Landscaping</b>	<b>\$281,654.10</b>	<b>\$0.00</b>	<b>\$281,654.10</b>
	<b>SUBTOTAL</b>	<b>\$10,514,833.54</b>	<b>\$8,546,393.80</b>	<b>\$1,968,439.74</b>
	<b>Required Securities</b>			
	20% for completed works		\$1,709,278.76	
	100% for incomplete works			\$1,968,439.74
	<b>Total Securities Required</b>		\$1,709,278.76	\$1,968,439.74
	<b>Completed Work</b>		\$1,709,278.76	
	<b>Incomplete Work</b>		\$1,968,439.74	
	<b>Total Securities to be Retained</b>		<b>\$3,677,718.50</b>	
	<b>Original Security Total</b>		<b>\$10,575,000.00</b>	
	<b>Security Release Amount</b>		\$6,897,281.50	
	<b>Preston Street Letter of Credit Amount</b>		\$1,431,228.90	
	<b>Security Release Amount less Preston Street LC Amount</b>		\$5,466,052.60	

Prepared by:  February 24, 2023  
 Chris Mason Date

**STATUTORY DECLARATION RE: PAYMENT OF ACCOUNTS**

DOMINION OF CANADA )  
 Province of Ontario )  
 City of Concord )  
 )  
 )  
 )  
 )  
 )  
 )  
 )  
 )

IN THE MATTER of a contract, known as  
 Subdivision Agreement 23T20202 entered into  
 between The Corporation of the Township of  
 Wellington North, the Municipality, AND Cachet  
 Developments (Arthur) Inc., the Owner, dated  
 July 11, 2022 for the servicing of Cachet (Arthur)  
 Development in The Village of Arthur, Ontario

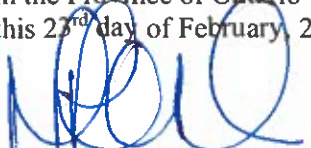
I, **RAMSEY SHAHEEN**, of the City of Vaughan, in the Province of Ontario, DO SOLEMNLY  
 DECLARE THAT,

**DO SOLEMNLY DECLARE THAT:**

1. That I am a Partner of the Owner named in the Agreement above-mentioned and as such have personal knowledge of the facts hereunder declared.
2. That the said Owner has complied with the terms of the Construction Act, R.S.O. 1990, and amendments thereto.
3. That with the exception of accounts listed below, all liabilities (including payment due to all staff, contractors, suppliers, Workers' Compensation Board, insurance companies) incurred by the said Owners arising out of work performed, have been discharged.

Name & Address of Creditor	Service Rendered	Amount Outstanding	Total
NONE	-	-	-

AND I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "The Canada Evidence Act".

Severally declared before me )  
 at the City of Vaughan )  
 in the Province of Ontario )  
 this 27<sup>th</sup> day of February, 2023 )  
 )  
 A COMMISSIONER, ETC. )

  
 \_\_\_\_\_  
 Ramsey Shaheen, A.S.O.

**MARILYN RENDINE,**  
 a Commissioner, etc., Province of Ontario,  
 for Desi C. Auciello, Barrister & Solicitor.  
 Expires August 5, 2023.





# Staff Report

**To:** Mayor and Members of Council Meeting of

**From:** Karren Wallace, Director of Legislative Services/Clerk

**Subject:** Report CLK 2023-010 Cemetery fees and charges

**RECOMMENDATION**

**THAT** Council of the Township of Wellington North receive Report CLK 2023-010 Cemetery fees and charges;

**AND FURTHER THAT** Council approve cemetery fees and charges increases effective July 1, 2023 as follows:

Single Grave	\$900.00
Care & maintenance	\$600.00
<b>TOTAL</b>	<b>\$1,500.00</b>
Niche (2 Urns)	\$1,275.00
Care & maintenance	\$225.00
<b>TOTAL</b>	<b>\$1,500.00</b>

**PREVIOUS PERTINENT REPORTS/BY-LAWS/RESOLUTIONS**

CLK 2021-017 Cemetery fees and charges

CLK 2017-037 being a report on the Mount Forest Cemetery By-law

**BACKGROUND**

The Mount Forest Cemetery is approximately 14.5 acres, located at 411257 Southgate Road 41, Mount Forest, Ontario. Records indicate over 7,000 plots have been sold (including the columbarium and standards graves).

Rate increases were implanted in 2005, 2012, 2017 and 2021.

Schedule A shows cemetery fees charged in similar sized municipalities as Wellington North. You will note that Wellington North fees for purchasing a plot or niche are one of the lowest.

Without regular increases to the rates there is a real risk of falling behind and then having to increase rates substantially as opposed to incrementally.

A challenge for all cemetery owners are the operating costs and limited revenue opportunities. Once a plot is sold the municipality becomes responsible for all maintenance of the plot as well as monument repair and replacement.

When a plot is sold, 40% of the purchase price (set by the Bereavement Authority of Ontario (BEA)) is placed in a care and maintenance (C&M) trust fund. The rate is 15% for a niche in the columbarium. This fund is sometimes referred to as perpetual care.

Effective January 1, 2022, non-commercial cemetery operators were able to access the capital portion of a C&M fund, on approval from the BAO, provided the capital is paid back into the trust fund or account, which is really not a solution to the shortfall in operating costs.

Schedule B shows the proposed rate increases with an effective date of July 1, 2023. Staff are recommending a rate increase on the cost of a plot or niche purchase, not on burial fees or other services.

As we look to full cost recovery staff are mindful of the extreme increase that would be required if we were to achieve that in one year. Instead, annual increases are recommended.

Current market rates on investments have decreased, and many of the Township's investment positions have come to full maturity. This provides opportunity of the Township to become more proactive on their investment strategies to aid in the offset of operating costs. Township staff have recently partnered with Foyston, Gordon & Payne Inc. (whom act as the investment Council for GFD), and Comtech Fire Credit Union.

### FINANCIAL CONSIDERATIONS

While largely contingent upon number of plot and niche sales, and any anomalous items giving rise to additional operational expenditure, it is staffs perception that unless rates are adjusted, this business segment's impact on tax levy requirements will continue to grow. This increased reliance on tax levy is viewed as an unfair burden to non-users of this Township service, and Township staff are looking to mitigate via the proposed increased 'user' fees to more appropriately recover operational costs.

### ATTACHMENTS

- Schedule A cemetery fee comparison
- Schedule B proposed rate increase

### STRATEGIC PLAN 2019 - 2022

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

Yes

No

N/A

<b>Prepared By:</b>	Karren Wallace, Director of Legislative Services/Clerk	<i>Karren Wallace</i>
	Farhad Hossain	<i>Farhad Hossain</i>
<b>Recommended By:</b>	Brooke Lambert, Chief Administrative Officer	<i>Brooke Lambert</i>

## SCHEDULE A

	WN	Shelburne	G Valley	Mapleton	Minto	Southgate	GET	GREY HIGHLANDS
<b>SALES</b>								
Single Grave	\$1,300.00	\$1,800.00	\$1,100.00	\$1,070.00	\$1,100.00	\$1,425.00	\$2,721.00	\$903.00
Niche (2 Urns)	\$1,147.50	\$2,900.00	\$1,675.00	\$1,500.00	\$1,300.00	\$1,900.00		\$1,808.00
<b>BURIAL</b>								
Adult Burial	\$900.00	\$900.00	\$867.00	\$680.00	\$650.00	\$1,120.00	\$1,588.00	\$904.00
Child (12& under)	\$200.00	\$430.00	\$400.00	NIL	\$450.00	\$370.00	\$874.00	NIL
Cremated remains in standard plot	\$300.00	\$325.00	\$330.00	\$300.00	\$400.00	\$450.00	\$613.00	\$565.00
Inurnment in Niche	\$200.00	\$250.00	\$280.00	\$200.00	\$150.00	\$255.00		\$113.00
<b>OTHER</b>								
Vault Storage	\$185.00	\$200.00	\$250.00	NIL	\$100.00	\$225.00	\$485.00	\$225.00
Disinterment	\$900.00	\$5,400.00	\$3,300.00	\$2,140.00	\$800.00	\$1,120.00	\$4,620.39	\$1,582.00
<b>WINTER</b>								
Standard burial		\$3,550.00		\$1,255.00	\$750.00	\$1,420.00		\$2,033.00
Child (12& under)		\$3,550.00		NIL	\$400.00	\$870.00		NIL
Niche		\$400.00		\$775.00	\$250.00	\$850.00		NIL

**SCHEDULE B**

	<b>PROPOSED</b>	<b>CURRENT</b>
Single Grave	\$900.00	\$780.00
Care & maintenance	\$600.00	\$520.00
<b>TOTAL</b>	<b>\$1,500.00</b>	<b>\$1,300.00</b>
Niche (2 Urns)	\$1,275.00	\$1,147.50
Care & maintenance	\$225.00	\$202.50
<b>TOTAL</b>	<b>\$1,500.00</b>	<b>\$1,350.00</b>

**Grand River Conservation Authority  
Summary of Municipal Levy - 2023 Budget**

*FINAL February 24, 2023*

	% CVA in Watershed	2022 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2023 Budget Matching & Maintenance Levy	2023 Budget Admin & Maintenance Levy	2023 Budget Capital Maintenance* Levy	2023 Budget Total Levy	Actual 2022	% Change
Brant County	82.9%	7,349,082,037	6,092,389,009	2.92%	13,125	337,655	27,729	378,509	361,733	4.6%
Brantford C	100.0%	15,438,439,128	15,438,439,128	7.40%	33,261	855,636	70,266	959,163	925,478	3.6%
Amaranth Twp	82.0%	823,007,110	674,865,830	0.32%	1,454	37,403	3,072	41,929	40,312	4.0%
East Garafraxa Twp	80.0%	646,737,870	517,390,296	0.25%	1,115	28,675	2,355	32,145	31,052	3.5%
Town of Grand Valley	100.0%	602,204,454	602,204,454	0.29%	1,297	33,376	2,741	37,414	34,921	7.1%
Melancthon Twp	56.0%	605,191,515	338,907,248	0.16%	730	18,783	1,542	21,055	20,387	3.3%
Southgate Twp	6.0%	1,095,001,488	65,700,089	0.03%	142	3,641	299	4,082	3,913	4.3%
Haldimand County	41.0%	7,387,846,603	3,029,017,107	1.45%	6,526	167,875	13,786	188,187	180,063	4.5%
Norfolk County	5.0%	9,785,538,892	489,276,945	0.23%	1,054	27,117	2,227	30,398	29,714	2.3%
Halton Region	10.5%	48,462,400,444	5,103,428,670	2.44%	10,995	282,844	23,227	317,066	304,589	4.1%
Hamilton City	26.8%	96,614,037,173	25,844,254,944	12.38%	55,679	1,432,351	117,626	1,605,656	1,557,692	3.1%
Oxford County	36.5%	4,574,385,729	1,667,806,332	0.80%	3,593	92,434	7,591	103,618	100,481	3.1%
North Perth T	2.0%	2,359,924,293	47,198,486	0.02%	102	2,616	215	2,933	2,779	5.5%
Perth East Twp	40.0%	2,078,521,741	831,408,696	0.40%	1,791	46,079	3,784	51,654	49,597	4.1%
Waterloo Region	100.0%	105,303,687,542	105,303,687,542	50.45%	226,867	5,836,184	479,273	6,542,324	6,325,085	3.4%
Centre Wellington Twp	100.0%	5,401,783,927	5,401,783,927	2.59%	11,638	299,380	24,585	335,603	319,769	5.0%
Erin T	49.0%	2,607,980,359	1,277,910,376	0.61%	2,753	70,825	5,816	79,394	77,102	3.0%
Guelph C	100.0%	28,289,926,279	28,289,926,279	13.55%	60,948	1,567,896	128,757	1,757,601	1,702,688	3.2%
Guelph Eramosa Twp	100.0%	2,930,879,758	2,930,879,758	1.40%	6,314	162,436	13,339	182,089	176,486	3.2%
Mapleton Twp	95.0%	1,881,798,619	1,787,708,688	0.86%	3,851	99,079	8,136	111,066	106,574	4.2%
Wellington North Twp	51.0%	1,801,568,972	918,800,176	0.44%	1,979	50,922	4,182	57,083	55,274	3.3%
Puslinch Twp	75.0%	2,769,118,798	2,076,839,099	0.99%	4,474	115,105	9,452	129,031	124,311	3.8%
<b>Total</b>		<b>348,809,062,729</b>	<b>208,729,823,079</b>	<b>100.00%</b>	<b>449,688</b>	<b>11,568,312</b>	<b>950,000</b>	<b>12,968,000</b>	<b>12,530,000</b>	<b>3.5%</b>

\*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.



*Preserving, promoting, and developing Wellington North's unique cultural resources to build a vibrant community and a prosperous economy.*

#### CULTURAL MOMENT FOR MARCH 6<sup>TH</sup> CELEBRATES W.N. HORTICULTURAL SOCIETIES

The Horticultural Societies or Garden Clubs in Ontario have been in existence for about 200 years. They bring people together who believe in the benefit of plants and trees in the community.

The first Ontario club was formed in Toronto in 1834. The Ontario Horticultural Association (OHA) was formed in 1906, separating it from the Ontario Agricultural Association. Limited funding for local Societies is provided by the provincial government and members pay an annual membership fee to their local Society out of which a fee is paid to the Provincial organization (OHA) and to the District Board which represents societies at the provincial level.



The District Board arranges regular meetings for all of their societies, with speakers and a business agenda. There is also an annual provincial convention hosted by different Districts each year. Three hundred or more members from around Ontario attend at their own cost.

In Ontario there are 19 Districts each with multiple societies. Arthur District Horticultural Society (ADHS) and Mount Forest Horticultural Society (MFHS) are two of the 14 Societies in District 7 of the OHA. Arthur's club was chartered in 1918 and officially began in 1919. Mount Forest's Society

celebrates 1953 as a start date although there was a group for 55 years prior to World War II

MFHS's 61 members are responsible for four main town entrance beds as well as Roy Grant Park (planters and flower bed), Murphy Park (3 flower beds plus a new native planting project around the platform currently in progress), Ruth Barker Memorial Rose Garden and a Spring cleanup/maintenance at the Sports Complex.



ADHS's 25 members maintain the two raised planting beds and the bed around the mural billboard in Cenotaph Park, as well as the raised beds at the north and south entries to town, two flower beds at the Post Office and the ten black concrete planters that appear every summer on downtown corners.

In 2021, these two Societies donated in Mount Forest, 787 hours and in Arthur, 450 hours to help keep our downtowns beautiful. A green downtown is a successful downtown! Our thanks go to the members of the two groups in Wellington North

Submitted by Doris Cassan, Wellington North Cultural Roundtable

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

**BY-LAW NUMBER 020-23**

**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  
MARCH 6, 2023**

**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 March 6, 2023 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 6TH DAY OF MARCH, 2023.**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**